



## Parent Advisory Council (PAC) Meeting Minutes

### Mountain Elementary School

**Date:** April 15, 2026

**Time:** Called to order at 6:39 pm

**Location:** Learning Commons (Rm. 163)

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#### 1. Attendance

- President: Danielle Main
  - Vice-President: Felicia Fournier
  - Treasurer: Camilla Burchmore
  - Secretary: Marissa Tibbets
  - Hot Lunch Coordinator: Kristie Smith – Not in Attendance – Sends her regrets
  - Principal: Mrs. Anita Heitz
  - School Staff: N/A
  - PAC Members: Sharon Tainsh, Kristen Chafe, Jenn Tyrell
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#### Land Acknowledgement – presented by Marissa Tibbets & Danielle Main

#### 2. Approval of Agenda

- Motion to approve agenda for April PAC meeting.
- Moved by: Marissa Tibbets
- Seconded by: Felicia Fournier
- Carried: Yes / No

#### 3. Approval of Previous Minutes

- Motion to approve minutes from February 25 PAC meeting.
  - Moved by: Felicia Fournier
  - Seconded by: Camilla Burchmore
  - Carried: Yes / No
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### 3. Principal's District Budget Presentation

- Moved: Anita Heitz
- Seconded by: Danielle Main
- Carried: Yes / No  
Budget and Strategic plan posted on the school district website if you would like to have a say in the budget. Open until April 30, 2026.  
URL: [engage.abbyschools.ca](https://engage.abbyschools.ca)

### 4. Executive Reports:

President's Report: Presented by Danielle Main and Felicia Fournier

Treasurer's Report Presented by Camilla Burchmore

- General Account balance: \$8654.35
  - Gaming Account balance: \$1442.5 – covers Illumi Dance (Illumi Dance is \$1450). Cheque being written today. We will be paying the extra \$7 from our general account.
    - Cheque #378 given to Anita Heitz
  - Total Income since February 25 PAC Meeting: \$ 2746.34
  - Recent Expenses: expenses that covered Treat Days and Hot Lunchs
  - Question: Does Munchalunch take a percentage of our profit or once our initial fee is paid, do we make the true leftover profit? This is being looked into – we don't believe so as we paid the initial fee at the beginning of the school year.
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### 5. Open Business

i) Hot Lunch/ Snack Days: Presented by Kristie Smith

a) Subway (March 13)

Feedback: Based on the meeting feedback – positive feedback. Flawless in handing them out.

b) Red Robin (April 10)

Feedback: Good numbers; adding the hot lunch after a break to the previous term ordering to avoid the confusion.

c) Snack Day: Cotton Candy (April 21)

- d) Upcoming Hot Lunch/ Snack Days: McHappy Day (May 8) – order on Munchalunch (not a regular order tab at the top). Deadline: April 30. Pick Menu and then add child. Multiple kids: go back to the menu and repeat.

Upcoming hot lunches booked: Panago (Sports Day), Popcorn (May 19).

**Disclaimer: If your child will be absent, please inform PAC ([mountainpac@gmail.com](mailto:mountainpac@gmail.com)). If we have not heard, we will distribute the foods.**

ii) Events and Fundraisers: Presented by Danielle Main

- a) Movie Night: PAC executive are not available to volunteer their time at Movie Night; we have decided to cancel it.

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## 5. New Business – Presented by Danielle

i) School Logo – Can't make any changes to the current logo; we will need a whole new logo. Because our logo is an animal and it is native to Turtle Island. The logo will need to be designed by an indigenous artist. This is the direction that the district is going.

This is still being discussed amongst Anita Heitz and other professionals.

ii) Staff Appreciation Lunch – collected just over \$300 to help cover the costs for lunch items to supplement the potluck items that are being brought. There are a couple of vegetarian staff and a staff who is gluten-free.

Volunteers are needed: Danielle Main & Felicia Fournier

Date decided on: Wednesday, May 27

- Moved by: Danielle Main
- Seconded by: Felicia Fournier
- Carried: **Yes**/ No

**Reminder will be posted to Facebook and Instagram.**

iii) Ready, Set, Learn – PAC will create a newsletter to put in the Kindergarten package.

- Moved by: Marissa Tibbets
- Seconded by: Danielle Main
- Carried: **Yes** / No

#### iv) Nominations for 2026/2027 PAC Executive Elections

We need a member-at-large to volunteer their time to head the voting procedures at the AGM.

Sharon Tainsh will head the voting procedures.

- Moved by: Danielle Main
- Seconded by: Camilla Burchmore
- Carried: Yes / No

Anyone can nominate anyone that they feel would be a good fit. We will be inviting the kindergarten parents to join.

v) Sports Day – Fraser grade 8 kids are volunteering. We will be do pre-orders for Panago pizza (lunch). Separate orders for non-enrolled people will open up the last week of May; Deadline will be June 11.

vi) Grade 5 Grad Events – Email will be sent out soon to the grade 5 parents.

vii) Freezie Fridays – Kids are asking about Freezie Friday. Plan to do them every Friday in June (June 5, 12, 19).

- Moved by: Danielle Main
- Seconded by: Felicia Fournier
- Carried: Yes / No

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### 6. Miscellaneous:

i) Ideas for next year: Student Support Cart (to be talked about with Mrs. Heitz at a future meeting), Calm quiet space for students to go to.

ii) Spirit Days are not facilitated by PAC. Staff coordinate this.

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### 7. Adjournment

- Meeting adjourned at: 8:33 pm
    - Moved: Danielle Main
    - Seconded: Felicia Fournier
  - Next meeting scheduled for: May 20 (AGM) at 6:30pm in the Learning Commons (Room 163).
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Link Tree

