



Parent Advisory Council (PAC) Meeting Minutes

Mountain Elementary School

Date: May 27, 2026

Time: Called to order at 6:40 pm

Location: Learning Commons (Rm. 163)

1. Attendance

- President: Danielle Main
 - Vice-President: Felicia Fournier
 - Treasurer: Camilla Burchmore
 - Secretary: Marissa Tibbets
 - Hot Lunch Coordinator: Kristie Smith
 - Principal: Mrs. Anita Heitz
 - School Staff: N/A
 - PAC Members: Sharon Tainsh
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Land Acknowledgement – presented by Anita Heitz

2. Approval of Agenda

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

3. Approval of Previous Minutes

- Motion to approve minutes from April 15 PAC meeting.
 - Moved by: Felicia Fournier
 - Seconded by: Camilla Burchmore
 - Carried: **Yes** / No
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4. Executive Reports

Treasurer's Report Presented by Camilla Burchmore

- Financial Report available if requested (mountainpac@gmail.com)

Total Funds Raised – \$9 738.97

Total Expenses - \$10 949.20

Gaming Account balance: \$0

5. New Business – Presented by Danielle

i) Voting in Next School Year's Executive

a) Election Facilitator: Sharon Tainsh

b) Call for Nominations

1) President

a. Danielle Main – *acclaimed*

2) Vice President

a. Felicia Fournier – *acclaimed*

3) Secretary

a. Marissa Tibbets – *acclaimed*

4) Treasurer

a. Camilla Burchmore – *acclaimed*

5) Hot Lunch Coordinator

a. Kristie Smith

b. Ashley Lucas

6) Fundraising Coordinator

a. Madisen Person – *acclaimed*

7) Communications Manager

a. No nominations

c) The above nominations were all voted in favour of the positions that they were nominated for. Both Kristie Smith and Ashley Lucas have confirmed that both are willing to share the Hot Lunch Coordinator position for the 2026/2027 school year.

6. Change of Signing Authority for PAC Bank Accounts

- Motion that Mountain PAC approve to retain the signing authority for all bank accounts for the 2026/2027 school year.
 - Signing Authorities: Danielle Main [President], Felicia Fournier [Vice-President], Kristie Smith [Hot Lunch Coordinator]
- Moved by: Marissa Tibbets
- Seconded by: Danielle Main
- Carried: Yes / No
- Unanimous Vote

7. Meeting adjournment

Adjourned at: 6:59pm

- Moved: Danielle Main
 - Seconded: Felicia Fournier
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- Next meeting scheduled for: Regular PAC Meeting right after this meeting (May 20 at 7:00pm) in the Learning Commons (Room 163).