

**École Neil Campbell School
Parent Advisory Council Meeting
Tuesday, September 9, 2025 at 6:30 pm**

Present: Andrew Andrew Hirst (Principal), Chantel Johnson (Vice Principal), Juanita Neufeld (Co-Chair), Jenni Danino (Co-Chair), Stephanie Kalicinski (Treasurer), Karli Friesen (Fundraising Coordinator), Julianna Taylor (Guest)

Regrets: Holly Sigurdson

1. **Call To Order** - 6:29 pm

2. **Welcome and Introductions** - Everyone introduced themselves.

3. **Additions to the Agenda** - none

4. **Chairperson's Report**

- Numerous staff reached out to say Thank you for the Smoothies and Beyond gift cards and thoughtful hand written notes. A few mentioned they appreciate us supporting a local business as well.
- Explain how Members at Large works - attend 3 meetings in a year and you can vote. We would love to have more in attendance as well as grow out volunteer lists
- Fill roles of Volunteer coordinator and Secretary
- Approved May's minutes via email for reimbursement purposes

5. **Treasurer's Report**

- I have officially switched financial reports from ten word document files to a single excel file for each school year. In addition to being more accurate for accounting, it will be easier to reference archived expenses and revenue moving forward.
- Two months to report on, both May and June. An opening balance of \$8,523.22 at the beginning of May. There were two expenses for the month - an expense from the PAC spring event and the sound and lighting for the spring concert. There was no revenue for the month.
- June had 5 expenses relating to end of year gifts, and one funding request expenditure for the grade 5 farewell party. There was no revenue for this month. The closing balance for the general PAC account is \$7102.81.
- The playground account and Hot Lunch accounts remained unchanged all year with closing balances of \$377.75 and \$61.31 respectively. Andy will close hot lunch account.

6. **Administrator's Report**

- 1) Current enrollment 332 students
- 2) New staff members this year:
 - a. Alexander Baran (English Kindergarten)
 - b. Amara Koop (Teacher Librarian)
 - c. Sherri Nishizeki (Resource Teacher)
 - d. Vicky Penner (Library Tech)

- e. Carter Robinson (1/2 time Phys-Ed)
- f. Jagwinder Sandhu (English grade 2/3)

3) Upcoming events

- a. Virtual Terry Fox presentations September 15
- b. Cross Country September 24 @ Birds Hill park
- c. Terry Fox Run September 25
- d. Picture day September 26
- e. Truth and Reconciliation Assembly and Walk September 29
- f. Bus evacuation October 3 rd and 4th
- g. Flag Football October 7th

4) Edge Imaging will continue to be our photographers, they have proven to be very good with the kids. Picture packages should be sent out soon. Class photos will be taken in the spring.

5) New School Store will be open on September 15 th , this is an online store. Parents can order ENC merchandise and have it delivered to their homes (for an additional fee) or to the school (no additional cost)

6) Carberry International has quoted us a price of \$13.00/shirt to supply us with new PE shirts for our students when they go to cross country, flag football etc. Last year we spoke about this as a possible way that PAC could support the school and our students.

- I would like to ask for \$1500.00 from PAC to help purchase 150 shirts.
- How did the parents feel about holding the “meet the teacher” on the first day of school? - very positive feedback. Efficient, got the kids excited, lowered anxiety

7. New/Ongoing Business

- Year at a Glance
- Fundraising plan this year for approval - Karli will update and submit
 1. September - letter (go out Sept 26 - deadline October 31)
 2. October - hot lunch
 3. November - hot lunch
 4. February - Bothwell - cheese and farmer sausage
 5. 50/50 for events running Oct-April
 6. Kernels
- Andy to call manager of maintenance for playground responsibility (slide, gravel, etc.)
- **We would love a large goal for fundraising - Shade space** - for classes, for recess - Andy to get prices from previous schools
- Grade 5 pizza lunch made \$500
- Healthy Hunger - hot lunch fundraiser - once or once a month? Separate hallways separate days.
- **Funding Requests**
 1. Andy requested funding for new shirts for school events, asking PAC to cover \$10/shirt

- Juanita motions to cover \$10 per shirt for the school shirts, Stephanie seconds, motion passed.
- o Can we get a list of new staff dietary restrictions from Andy
- o Finalize the PAC pamphlet - feedback - add a blurb of 2 or 3 people saying why they joined PAC. Add a QR code to the website. Add a piece about volunteering.
- o Review Booking permits for events for 2025/2026 school year
 1. Monthly meetings – in person or on Teams - 2nd Tuesday of the month, (Nov 4th instead of Nov 11th)
 2. Movie night plan approval - Oct 2nd (next PAC meeting Oct 7)
 3. French Performer family time - January 29th
 4. Family events - April 30th

Year at a glance:

September: PAC meeting Sept 9

Fundraiser - letter go out September 26th

Deadline: October 31st

October: PAC meeting Oct 7

Event - Oct 2nd - Movie night booked

Paddington in Peru

- Volunteer list/forms - Juanita (300 capacity) Will ask Karli for help
- Buy snacks - Juanita and Julianna - Juanita motions \$400 for snacks, Karli seconds, motion passed. Juanita \$150 for the float, Marianne seconds. Motion passed.
- Poster registration form and check in sheet - Jenni
- 50/50 tickets - get a lottery permit - 2 weeks wait time

November: PAC meeting Nov 4

Fundraiser - Hot Lunch

Deadline: Need to set up ASAP

December: BREAK - no meeting

Dec 10/11

- 50/50 at the concert

January: PAC meeting Jan 13

Event - January 29th - French performer booked

February: PAC meeting Feb 10

Fundraiser - ____Bothwell Cheese_____

Deadline: Letter out by Feb 6th and orders due Feb 27 pick up date March 19th @ parent teacher

March: BREAK - no meeting b/c of spring break

April: PAC meeting Apr 14

Event - April 30th - Family Night booked

April 22/23 - Spring Concert

May: AGM

June: Thank you note signing

8. Next Meeting – Tuesday, Oct 7 in person

9. Adjournment - Juanita closed the meeting at 7:42 pm

2025/26 Year at a Glance

September						
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	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October						
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November						
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December						
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January						
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February						
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March						
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April						
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May						
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31						

June						
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