

# **Nootka PAC Meeting**

November 24, 2025

## **Introductions**

**Members present 8, non members Principle Scott and Vice Principle Amrit.**

1. Welcome to new and returning PAC members

Chair: Mary Anderson

Treasurer: Angela Low and Kari Morton

Hot Lunch Coordinator: Sarah Smith and Phyllis Yeung

Fundraising Coordinator: (regrets) Nori McMichael

Volunteer Coordinator: Johanna Suttor-Doerksen

Communications: Andrea Hooge

Secretary: Roberta Froese

Spring Fair Coordinator: Erin Kaufman

Classic Rep: OPEN –

THRIVE Rep: OPEN – Represents the interests of children in the THRIVE stream

DPAC Rep and Fine Arts Rep: (regrets) Doug Gibson

Approved Minutes posted on the website from our last meeting Jen approved Johanna seconded it.

2. Minutes are posted on the Nootka PAC website.

### **Update and Welcome to Scott Huges and Amrit Hundal (Admin)**

3. Scott Share a land acknowledgement and shared a story about learning. Scott and Amrit discuss computers have arrived and are in use and thanks PAC for providing them. There have been some questions from staff about use and intended purpose, it has been clarified that the computers are for whole school use.

School street safety application has been submitted, a city worker came to see what is feasible in the neighbourhood, they will be looking at potential different signage being put up along 17th and Nootka. Upcoming event announcement: Grade 4/5 winter concert Dec 2nd from 6pm -7pm, doors will open at 5:30. Primary concert December 3rd from 1:30pm-2:15pm, doors will open at 1pm.

Report cards will be coming home December 16th, Mini school application due December 18th. Scott shared on the district reporting frame work, noted that Space EDU is now being used for all classrooms.

### **Treasurer Report (Angela Low)**

4. Update  
after expenses go out we will have 14,000.  
Account balances:  
-General account: \$30,458.24  
-Gaming account: \$7,763.88

- Jumpstart savings:\$15,778.52
- Paypal:0
- PAC technology/computer fund.

Income:

- Halloween Hop-\$1,800.39
- Hot Lunch\*- \$7,759.49
- Interest- \$19.41

Expenses:

- Halloween Hop-\$413.44

Pending Approved Expenses:

- Computer purchase (balance) from 2024/25\*-pending invoice to be paid from General account-\$8,530.51
- Hot Lunch\*-Pending vendor costs to date (on cash basis as orders are open up to 1 week prior to lunch date) \$6,814.14
- Cooking /life skills class (support food security)\*-pending invoice to be paid from General account \$500
- Shift Education- k-5 Sexual Health\*-Pending invoice to be paid from gaming grant funds \$3,543.75
- Alysha Someton- Gr 6/7 Sexual health\*-pending invoice to be paid from Gaming grant funds \$2,152.50

Grade 7 Committee fundraising:

- Running balance in PAC account-\$1,223.11
- Note- We will continue to share this blance throughout the year, as funds are allocated to Grade 7 fundraising and will be debited, less 5% as agreed.

A question was posed about where the jumpstart savings came from, and if we have obligations to use it in a specific way, based

off of agreements with who had originally matched donations.

### **Grade 7 Graduation Committee Update (Jen O'Sullivan)**

Jen shared that the grad committee and Grade 7's raised 1,223.11. Plant sale closed and we raised 350, plants will be delivered to school December 9th, delivered to buyers December 10th/11th.

June 23rd, Tuesday is the chosen date for graduation and party.

Jen asks what the schools first aid looks like, Scott let us know two first aid attendants are in the school, Primary is Rosemary, secondary Heather (student support worker) because we are a staff under 50 we are required to have two. AED boxes have just been installed, naloxone kit is now in Scotts office.

### **5. Fundraising initiatives and safety equipment**

Fundraising update from (Nori McMichael)

Apples cheque has arrived, but we still need to refund 2 boxes that didn't make it to the purchaser. Brought in 5600,1500 profit.

Purdy's fundraiser is complete, still deciding on when distribution will be, note we are still looking for three volunteers to help with this.

Parking signs for Nootka street, Nori is hoping that the school will be okay for us to go ahead and order the no parking signs OR the school engineers can order. Staff will need to put the signs out or check that they are correctly placed by crossing guards. Scott has said he will be sending out a parking/drop off safety reminder.

Members chatted about bringing more accessibility to the school and this being a focus of fundraising goals in the future. Roberta mentioned bringing in Katie Jameson as a first step(<https://www.outsidepinconsulting.com/directory/katie-jameson>)

## 6. Purdys and upcoming Events

### **Volunteer Coordinator (Johanna Suttor-Doerksen)**

We have all the volunteers for hot lunch, for the rest of the year yay!! Next push for volunteers will be for spring fair.

## 7. Update Hot Lunch/Lunch Volunteers

We have all the volunteers for hot lunch, for the rest of the year yay!!

8. [www.Munchalunch.com](http://www.Munchalunch.com) is live and updated with hot lunch options. Thank you Phyllis for helping Sarah and for all the variety being shared! January will be when hot lunch is announced for sign up, we can purchase three months ahead.

### **Spring Fair Announcement (Erin Kaufman)**

9. Dates and moving forward.  
Concession will be run by PAC this year.

### **Parent Announcements**

10.

### **Meeting Dates for 2025/26 school year**

Do Mondays still work going forward, confirmed yes.

Jan. 19, Feb. 9th, Mar. 9th, Apr. 13th, May 4th, June 1 or 4 for  
Exec mtg.