



Irene Kelleher Toti:Itawtxw PAC Meeting Minutes

Date: October 28, 2025

Start Time: 6:05 PM

Location: In-Person (MPR) / Zoom

End Time: 7:10 PM

Minutes Recorded by: Ashlee, Secretary

1. Welcome & Introduction: Kara

Meeting minutes will need to be posted for Zoom participants. Participants can email us if they have questions.

2. Acknowledgements: Lu-Anne

3. Approval of Last Meeting's Minutes

Motion: Lu-Anne

Seconded by: Olivia

4. Principal's Report: Reena

It has been a busy month, and classes are starting to settle.

Reena is advocating for more support for designated students and has been meeting with the district. The district has stated that all resources have been distributed, but she will continue to advocate.

Students are settling and learning the rules and expectations in their classrooms.

Staffing Update:

- No music teacher available to sub while the new hire away until February
- Instead 2 staff will sub:
 - Bartlett: PE twice a week
 - Veerman: PE once a week
- Noon-hour support has increased, feeling safer outside, and more volunteers will be joining soon. Spares will be available.

Diwali Event:

Thank you for the support and excitement. It was wonderful to see students' enthusiasm for representation. Reena shared that she is Punjabi and performed a dance for them. Although the intermediate event did not go exactly as planned, it was still a success. Students enjoyed the dance, and the henna and Diya painting received great feedback. Thanks to the parents who helped make it possible.

Looking Ahead:

- November: Remembrance Day Assembly, led by the Grade 4/5 teachers. Families will be invited to attend. Reena will support and guide the students in taking leadership roles and will discuss appropriate behavior for the assembly.
- IEPs are nearly complete, and LSS goals are being met.
- Reena has been connecting with children both in the classroom and outside. Families have been welcoming, and things are going great.

5. Questions for Reena

Parking Plan:

Parking remains a challenge at every school. Some people are parking in fire lanes or the drop-off loop. The "Do Not Stop Here" sign has been knocked down. A suggestion was made to have a group of volunteers wearing vests to help direct traffic, being firm but kind.

Daycare Parking:

Daycare parents have been seen parking in fire lanes. Kara has spoken to parents, and Reena will follow up with the daycare. A reminder will be given to keep handicap spots available for families who need them. The daycare will be asked to remind new families about parking expectations.

Kindergarten Parents:

Many issues appear to be from new kindergarten parents. Signs say "drop-off only" but do not specify to not wait in the car. A reminder can be sent out to clarify. New parents may not know the routine, so encouraging independence at drop-off is important.

Finding volunteers to help may be challenging, but it might only take one to two weeks to establish better habits. Notices can be left on cars parked improperly.

Additional Suggestions:

- Ask Abbotsford City bylaw officers to monitor fire lanes and hydrant areas.
- Reena will discuss this with staff in the morning and explore possible support from bus staff or parent volunteers.

6. Treasurer's Report: Amy

General Account

- **Opening Balance (Aug 31):** \$22,421.25
- **Revenue:** \$8,357.68 (Munchalunch Hot Lunch & Milk Days, Kona Ice, Field Trip Pizza)
- **Expenses:** \$816.11 (Hot Lunch, Staff Appreciation)
- **Closing Balance (Sept 30):** \$29,962.82
- **Outstanding/Estimated Expenses:** \$17,005.50, including **Buddy Bench estimate of \$2,000**
- **Reconciled Bank Balance (Sept 30):** \$12,957.32

Grade 5 Fundraising Account

- **Opening Balance (Aug 31):** \$2,062.52
- **Revenue:** \$0.75 (interest)

- **Expenses:** \$0.00
- **Closing Balance (Sept 30):** \$2,063.27
- **Outstanding/Estimated Expenses:** \$2,000.00
- **Reconciled Bank Balance (Sept 30):** \$63.27

Gaming Account

- **BC Gaming Grant (Revenue):** \$5,660.00
- **Budgeted/Reported Expenses:** \$3,000.00 total (**\$1,500 September Field Trip + \$1,500 Grade 5 Camp**)
- **Reconciled Bank Balance (Sept 30):** \$2,714.08

Playground Account

- **Balance:** \$10,824.96 (no movement reported for September)

No movement for playground, gaming account, or Grade 5 account.

A 50 percent deposit has been paid for the event package (inflatables, etc.) for the **Fun Fair on June 11**.

7. Fundraising Update / Ideas: Kara

Fun Fair: June 11, 2026

Playground:

Grade 5 students and parent helpers have distributed playground flyers throughout the ITK community. Thank you for the support. The goal is to expand outreach to the broader Abbotsford area.

Eiman submitted a grant to Abbotsford Community, which was not approved this time.

Reena provided a letter of principal support. Thank you.

Playground campaign materials will continue to be shared via email and Facebook.

Last year, \$5,000 was allocated to the playground fund. We are considering allocating additional funds this year. Because of the timeline, we hope to discuss and vote on an amount by the end of November. Prices from Habitat will increase by December, and applications need to show available funds.

Motion to Approve \$5,000 by End of November:

Motion: Lu-Anne

Seconded by: Olivia

50/50 Raffle:

A 50/50 draw is being considered for December. A gaming license is required and must include a projected earnings amount. Last year's timing did not work, but we can reuse the old application.

The raffle can run for the month of December, with the winner announced at the Christmas concert or the following morning. Another raffle could be held at the Fun Fair.

Launch date: **December 1**.

Share on Instagram and Facebook with a QR code (Raffle Box provides setup templates).

Playground committee to contact Raffle Box for information and give details to Amy, who will submit the gaming grant.

Other Fundraisers:

- Purdy's Chocolates or Growing Smiles (optional, but focus on larger fundraisers recommended).
- All fundraising requests should be directed to Brenda (none yet).
- Silent Auction for Fun Fair to be discussed.
- Vendors for Fun Fair to be discussed.

Chocolates:

Worlds Finest Chocolates: Last year, \$4,000 was raised by two classes. Possibly expand to the whole school for fundraising. Communication with Grade 5 classes is needed.

Grade 5 Fundraisers:

Parents will volunteer to help organize the legacy gift and year-end activities. Grade 5 teachers will send a message to families inviting participation.

Meeting: **November 26, 6–7 PM** (for Grade 5 parents).

Reena and Brenda will attend. PAC can also advertise the meeting.

Scholastic Book Fair:

A success. Sales reached \$9,087, the highest in recent years. Each classroom received \$200 to spend on books. Volunteers were amazing. Thank you, Jana for organizing. Preview days helped reduce chaos and improved student experience.

Art Cards:

In progress. Due date: **November 12** (may move up to November 6). Art Cards is short-staffed due to Alberta school strikes.

Holiday Store:

Volunteers and donations needed starting **November 1**. Store dates: **December 10–12**.

Hot Lunch:

Running smoothly with lots of volunteers.

8. Let's Celebrate: Kara

- Scholastic Book Fair and Parent-Teacher Interviews both went well.
- Diwali event was wonderful. Thank you to all families.
- Grade 4 and 5 Cross Country had great turnout and strong performances. Thank you, Mrs. Valance.
- Grade 5 Soccer is going well.
- Staff Appreciation: next event **November 26** – Christmas Luncheon at Rendezvous. Staff loved the Boba tea at the last event. Many tried it for the first time and enjoyed it.

9. New Business: Kara

Halloween Costume Parade:

Shared with families. Parents can join at 9:15 AM. Parade begins around 9:25 AM on the lower level only.

One Book, One School:

Book is being selected, and the project will begin in the new year (Jan/Feb). Mrs. Martins and Sharon will review costs, and PAC may help purchase books using gaming funds.

Instagram:

IKT PAC will open an Instagram account to share updates for families who prefer it over Facebook. Managed by Lu-Anne and Olivia.

Meeting Materials:

Agendas and minutes for future Zoom meetings will be shared in advance so families can download and review them at home.

Next PAC Meeting:

November 25 at 6:00 PM (In-person and Zoom).

10. Adjournment

Motion to Adjourn: Olivia

Seconded by: Amy

Time: 7:10 PM