



Eagle Harbour
Montessori School

PAC Meeting Minutes September 23, 2025 – held online at 7pm

<u>Position</u>	<u>Name</u>	<u>Attendees</u>
Principal	Nathan Blackburn	absent
Vice Principal	Jessica Richardson	via text
PAC Chairs	Talia Cohen, Milena Trofimow	✓
PAC Treasurer	Tara Niemetz	✓
DPAC Liaison	Emilyn Golden	✓
PAC Secretary	Aoife Cashman	✓
Fundraising Coordinator	Rosemarie Gromer & Emilyn Golden	✓
After School Programs Coordinator	Vanessa Sturdy	✓
Hot Lunch Coordinator	Vero Turner	✓
Traffic and Safety Coordinator	Vacant (possibly Shira)	
Garden Committee	Emilyn Golden	✓
Parents	Natasha, Shireen/Michael, Elizabeth, Lezhong, Arie, Michelle, Crosby, Shiyi, Rob, Shira, Katy (+/- 22 attendees in total)	✓

7:01 PM: Meeting Called to Order – Talia Cohen and Milena Trofimow

- Approval of June meeting minutes **Moved by Michael, Seconded by Emilyn**
- Agenda – **Moved by Tara, Seconded by Vanessa**
- Additions to the agenda (none)
- Brief introductions were passed around

7:35 PM: Administrative Report

Principal update - Nathan Blackburn – not in attendance

Vice- Principal update - Jessica Richardson (via text)

- Welcome back picnic was great, and track is going well
- Upcoming events:

September 25	Terry Fox Run – bring toonies for donation to the cause
September 26	Pro-D day - School Closed
September 29	Orange shirt Day
September 30	National Day for Truth and Reconciliation – School Closed

7:07 PM: PAC Exec Reports

7:08 PM: PAC Chair update – Talia and Milena

- In resident speakers - Video Gaming Safety, Bullying and Empathy plus other topics of interest – List of approved speakers from DPAC and take poll from parents
- PAC roles - Vote for nomination for new Fundraising Chair, Emilyn and Elizabeth, **No opposition, Moved by Vanessa, Seconded by Tara and Rose**. Shira as a possibility for the Traffic and Safety coordinator if she has capacity. If anyone else would like to volunteer, please contact the PAC, available roles will be posted in the weekly e-bulletin until filled.
- School Property – Jessica is going to have trees and fence inspected for safety.
- Fundraising website potential – Cypress Park has a great fundraising website, and we may want to set up something similar. Talia is offering her services to set it up, but we need another volunteer to keep it up to date regularly. Send a link out to PAC to see what the webpage looks like for Cypress Park, defer to the next meeting.
- Diversity and Inclusion at our school to be embraced and celebrated. Ideas are welcome for us to create more space for this at our school. Milena to investigate ways we can encourage families to bring their traditions and culture to help the students learn.
- Classroom and Teacher Support – we recognise there is a need and a want to spend part of our budget in helping our staff to support children with ASD, ADHD and other learning challenges. Discussion will happen with the staff and DPAC resources investigated. Emilyn to take this on.
- Legacy Project – we have had many projects in the past such as basketball courts, mural and we would like to poll for new suggestions to add to our school and give everyone a goal to work to. The idea may be a multi year project.

Fundraising Report – Rosemarie, Emilyn and Elizabeth

- Wine Night – goal is to raise \$1,200, propose some October mid month dates (TBD – with final date decided between the fundraising coords with the MC). People buy tickets to attend the event. Families also donate wine, and then the organisers arrange the wine in baskets. On the night parents purchase raffle tickets in the hopes of winning a wine basket. It has been a good fundraiser in the past and has the added benefit of being an icebreaker and helping families get to know each other better.
- Book Fair – we have collected books by donation. Katy is taking on the coordination of the book fair event, she will send out requests for volunteers via sign up genius, but it will likely happen in early November.
- Purdy's Chocolate will run for the holiday season – where families can buy chocolates from Purdy's and the school will receive a portion of the sales. Families can pick up their chocolate at the front desk when notified by the Fundraising coordinators.

Treasurer's Report - Tara Niemetz

- EHPAC September 2025 Financial Report

<u>Bank Accounts</u>	<u>\$</u>
Chequing	11,538.26
Gaming	99.25
Savings	4,971.01
Hot Lunch	10,160.92

Total as of September 22, 2025	26,769.44

- GICs: None currently.
- Funds held in trust at SD45: \$550 from cheque drive during the 2024/25 school year.
- Recent Expenses:
 - \$3,500.00 Transfer to Trust Account for District Mandated Mural Upkeep?
 - \$1,450.94 Goodbye Graffiti for mural sealant (still waiting for a proper invoice)
 - \$34.47 Garden Supplies
 - \$270.88 Year end staff gifts
 - \$198.20 Family Picnic expenses
 - \$189.28 Nanny McCluckins (chicken hatching)
- Recent Incomes:
 - \$4,186.31 from Year End Carnival in June
- Upcoming Expenses:
 - \$2,000.00 Teacher Classroom Supplies
- Upcoming Incomes:
 - \$2,000 Gaming Grant - usually deposited early October (applied for last June)
 - \$130 grant from SD45 - usually deposited end of September

Notes:

We can probably transfer about \$4,300 from the Hot lunch account to our Chequing or Savings account, since all vendors were paid as of July and that was our balance in the account at the beginning of September. We could probably put \$10,000 from the Savings account into a GIC to make some interest. Tara to look at the finer expenses and make sure this is possible. Motion is on hold for now to be brought up at the next meeting.

Camp pot latch – Grade 4/5's adventure in the last term. Last year PAC funded \$1,000 towards the cost and parents had to pay \$370 per student. PAC to find out if the teacher cost is covered. Tara to investigate this. Motion to approve deposit cheque of \$1,000 deferred to next meeting.

Are there more Grants we could apply for – we are likely at capacity from a volunteer perspective.

Hot Lunch Report – Veronique

- Here are the Hot Lunch numbers as at today's date:

	Revenue	Cost	Profit
Fall (Sep 24, 2025, to Jan 16, 2026)	7,241.25	5,779.50	1,461.75

We have an approx. 70% sign up rate which is fantastic. Number of students participating per class at present:

Wise Owl	5
Kindergarten, Ms. Stephen	9
Grade 1/2/3 – Ms. Hardern	16
Grade 1/2/3 – Ms. Richardson	12
Grade 4/5 – Ms. Kennedy	12

After School's Program Report – Vanessa

After school programs are starting this week, and student should go directly from their classes to their after-school program at dismissal. Thank you to Ms. Richardson and Ms. Kennedy for the use of their classrooms and to the office team for supporting the programs day to day.

- Programmes running this term are as follows.

Monday	Artmania – Theatre Bugs	10 enrolled
Tuesday	Chess	16 enrolled
Wednesday	Artmania – Art Adventures	12 enrolled
Thursday	Yoga with Menka	8 enrolled, spaces available
Friday	Sportsball	12 enrolled, no spaces available

Garden Committee

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DPAC update – Emilylyn

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Traffic and Safety - vacant

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8:04 PM: Meeting Adjourned – Talia and Milena