



Eagle Harbour
Montessori School

PAC Meeting Minutes October 28, 2025 – 1pm school library

<u>Position</u>	<u>Name</u>	<u>Attendees</u>
Principal	Nathan Blackburn	
Vice Principal	Jessica Richardson	✓
PAC Chairs	Talia Cohen, Milena Trofimow	✓
PAC Treasurer	Tara Niemetz	✓
DPAC Liaison	Emilyn Golden	✓
PAC Secretary	Aoife Cashman	
Fundraising Coordinator	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	Juliana Jamarillo	

1:30 PM: Meeting Called to Order – Talia Cohen and Milena Trofimow

- Approval of September 23rd meeting minutes **Moved by Emilyn, seconded Talia**
- Agenda – **Moved by Vero, Seconded Vanessa**
- Additions to the agenda (none)

1:35 PM: Administrative Report

Principal update - Nathan Blackburn – not in attendance

Vice- Principal update - Jessica Richardson

- Great start to the year
- WVLL event update and looking at other options for community sports to come to school
- **Pro D day update**

- 1. District Goals, Foundational Skills: Literacy, Numeracy, AI and Inclusivity – the first one focussed on Literacy
 - 2. Provincial-led Pro D – Montessori skills workshop hosted by Erica Hardern
 - Pod update:
 - Assessment of the area by occupational therapist from the District, would like to make some improvements for self-regulation etc.
 - Jessica has sent a report to PAC about a few additions that could improve this area, to be reviewed
 - Legacy Project idea, staff like potential outdoor updates – more natural climbing areas for older kids, more imaginative play for younger kids (ex. Sand pit area – play mud kitchen, etc), slack lines, monkey bars.
- Upcoming events:

	Historical Halloween
	Pumpkin Carving – tables under cover or use gym if weather bad

1:40 PM: PAC Exec Reports n/a

1:40 PM: PAC Chair update – Talia and Milena

- **Upcoming Events:**
- **Remembrance Day** reminder will go in the bulletin about formal dress code.
- **Pumpkin Patch event** – PAC to arrange hot apple cider and popcorn
- 12:40-1:15 Upper EI's will be helping with pumpkin moving
- Parent volunteers asked to come early to help set up tables by 1pm
- Compost bags from Home Depot, large bowls, paper bags
- Tarps or benches for littles? TBC
- **Book Fair November 6th 1:30-3:30pm, Nov 7th 1:30-3:30, 8th Sat 9-12pm**
- Volunteer Sign Up to be posted in class chats end of this week.
- Square set up – Talia and Tara to look into setting up in time, need to review banking & District rules.
- To consign leftover books at Book Lovers North Van, proceeds can go towards buying new books for the school
- **Xmas Market Dec 5th**
- Vanessa to confirm Sportball to move to outside for that date
- Rockridge student volunteers – Jessica or Tara will make the ask
- Cash only as it's for kids
- **Movie Night – January 15th date agreed**
- **Centrepiece Fundraiser – December 17th 10am-12pm date agreed**

- \$125 (\$50 to materials, rest to fundraiser)
- Look at including grandparents this time, nice gift
- Emilyn to host, will confirm #
- **Xmas Play – December 18th**
- Gifting Tree as the “admission price” to raise funds to be donated to a family/NSFS or our sister school. Can bring into PAC meeting in Upper El classroom.
- Tara has contact of the sister school, can reach out to ask what they need.
- Put bins by school doors for month of December
- **Traffic & Safety Coordinator role** – make the role and requirements clear and advertise in the bulletin
- **Website** – need to link up square and a volunteer to maintain it – Juliana has confirmed she will take it on.
- **Guest Speaker Voting to be shared in bulletin and class chats**
-

Fundraising Report – Rosemarie, Emilyn and Elizabeth

- Wine night raised approx. \$1,100, Emilyn will provide final net total to Tara after calculating cost deductions.

Treasurer’s Report - Tara *to update from Tara’s report*

- EHPAC October 2025 Financial Report

<u>Bank Accounts</u>	<u>\$</u>
Chequing	8,662.43
Gaming	2,096.75
Savings	4,977.04
Hot Lunch	13,323.11

Total as of 28 October, 2025	29,059.33

- 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 ? still no answer on this
 - \$42.37 Welcome Back Coffee
 - \$2,000.00 Teacher Classroom Supplies
- Recent Incomes:
 - \$2,000.00 from the Provincial Gaming Grant
 - ~\$1,000.00 from the Wine Night Fundraiser
- Upcoming Expenses: none at this time

- Upcoming Incomes:
 - \$130 grant from SD45 - usually deposited end of September...not sure of the delay

Notes:

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

- Art Mania theatre bugs was less popular this term, Vanessa will be in touch with the manager to feedback
- Tracy Hays a potential alternate to Art Mania art class
- Sportsworld is a potential – would replace sportball, maybe spring? Could ask them to come do a demonstration to drum up interest.

- 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	Sportball	12 enrolled, no spaces available

Garden Committee

- - N/A

DPAC update – Emilylyn

- - N/A

Traffic and Safety - vacant

- - will add a better description to the e-bulletin. Need someone to apply for grant and run bike to school week.

2:38 PM: Meeting Adjourned – Talia and Milena