

English Bluff AGM PAC Meeting Minutes

Date: Monday, October 20, 2025

Time: 9:15 am - 10:30 am

Location: EB Staff Lunchroom

Attendees:

In-Person: Ashley Williams (President), Toshi Carleton-Gaines (Principal), Vanessa Sawrey (IN TERM Secretary), Michelle Sullivan, Jen Labelle, Justine Annandale, K. Rundle

Virtual: Jen Barber, Sandy Atwal, Niki Bird

Meeting Called to Order: 9:22 am

Approval of Minutes & Agenda

- **Approval of AGM Agenda:** Motioned by Michelle Sullivan, seconded by Jen Labelle
- **Approval of September 29th Meeting Minutes:** Motioned by Justine Annandale, second motioned by Jen Labelle

PAC ROLES: POSITIONS NEEDING TO BE FILLED or PAC will need to DISMANTLE

- **Secretary**
- **Treasurer**

Please reach out to chair.ebpac@gmail.com before November 25th.

Description of each position attached

Principal Update

- The school would like to ask the PAC for:
 - \$1000 towards a musical performance, \$1000 towards grade 6 camp, \$150 for gardening club, \$75 for Spirit club, \$2500 for the PASS Soccer Program, and \$900 for Rocks and Rings curling program
- The School is focusing on a MATH goal this year.
- The school performed a duck, cover, and hold drill recently. The next drill will be a duck, cover, and exit.

Principal Report Attached for all discussion points

PAC Engagement

PAC Chair Report - Ashley Williams

- The Constitution and By-laws - the signature line in the document was motioned to be removed.

Approval of the removal of the signature line in the PAC Constitution and Bylaws was approved by all.

- Interim Positions require to be voted in until Co-Chair, Treasurer, and Secretary can be filled

Michelle Sullivan for Co-Chair - All in Favour

Vanessa Sawrey for Secretary - All in Favour

- Spirit Wear: We would like to purchase t-shirts for all the staff (approx 30). The total will be about \$1000, and half the cost will be covered by EB school funds and half by the PAC

Current / Future Spendatures

Pass Soccer Program: PAC to cover the \$2500 - All in Favour

Teacher classroom funds: Pac to award \$250 per classroom - All in Favour

Rocks and Rings: PAC to cover the \$900 - All in Favour

Field Trips: At the teacher's request, the PAC has been asked to reinstate the \$30 per child field trip allotment from the PAC fundraising funds. This cost is \$7500 - All in Favour

Spirit Club: PAC to give the club \$75 towards materials and supplies - All in Favour

Garden Club - PAC to give the club \$150 towards materials and supplies - All in Favour

Upcoming Events

Thursday, October 23rd - Fall Fest (Past Event now)

Spirit Wear Extension - Formal Email to go out

Created by Kids - Artwork program will be organized and run by Hilary Binkley again this year

November 28th PJ Day - \$ Donations will be asked for in support of a Kids Program that supplies PJs to kids in the hospital

December 2nd - Holiday Market in EB Gym. Kids and parents created crafts and items to be sold. The community will be welcomed to the event

New Year (Date TBD) - DJ Rock'n Beau dance party

Carnival

Parents Social - TBD

Neufelds Fundraiser - TBD

Cobb's Bread - Offers a percentage back to EB when you mention our school with your purchase

- Hot Lunch Account - Everyone in the school should sign up for one, even if not ordering hot lunch, as it is the platform that the PAC will be emailing out their events and information

- Approval for the proposed budget was requested - All in favour

- Open Floor

A gift card fundraiser was suggested. Jen Labelle is going to look into this further and provide more details.

Meeting Adjourned: 10:27 am

Treasurer Report

- financial overview attached.

Election Results for 2025-2026 Executive Committee

Chair - Ashley Williams

Treasurer - Ashley Williams (Looking for Replacement)

Secretary -

Communications Coordinator - Michelle Sullivan

Members at Large - Michelle Sullivan, Nikki Bird, Dayna Switzer, Becky Jack, Nenah Sandy

DPAC Rep - Sandy Atwal

Hot Lunch (2) - Jen Barber and -

Fundraising Committee - Ashley Williams and Michelle Sullivan

New Business

- **Spirit Wear Update:** A proposal for the PAC to approve a purchase of \$572 to print 48 items with the new designs was presented by Michelle Sullivan.
- Approval for \$572 to be spent was approved by all.

Konstella App for Communication

- Ashley Williams presented a proposal for the PAC to transition to the **Konstella platform**.
- Konstella would be used for:
 - PAC communication
 - Fundraising coordination
 - Payment collection
 - Class group chats
 - Emailing parents
- It was noted that:
 - **Parent Connect** and **school emails** will continue to be used for official school communication.
 - These systems cannot be integrated with Konstella.
- **Cost of Konstella:** \$1,200 per year
- **Discussion points raised:**
 - Are there alternative platforms available at a lower cost?
 - Can a **free trial** be tested with a single class to evaluate the platform's effectiveness?
- **Action:**
 - The PAC will explore the option of obtaining a **trial for one classroom** to assess the benefits before committing to a full subscription.

Open Discussion & Questions

- No additional discussions or questions.
- Parents are encouraged to share their ideas and feedback by emailing the PAC or submitting suggestions in the PAC suggestion box.

Next Meetings

- **September TBD**

Meeting Adjourned: 8:25 PM