ECOLE BONNYCASTLE SCHOOL PARENT ADVISORY COUNCIL (PAC)

AGENDA/MINUTES

Wednesday, October 7, 2026 - 6:30pm

Attendance:

NAME	POSITION	Present	Regrets
Becky	Chair	X	
Julia	Vice-Chair		X
Jacquie	Past Chair		X
Charlotte	Treasurer	X	
Olena	Co-Secretary	X	
Maniksha	Co-Secretary		X
Nicole	Principal	X	
Carissa	Vice-Principal	X	

NAME			
Tierra			
Amy			
Xinggang			
Abu			
Christina			

#	AGENDA ITEM	DISCUSSION/NOTES	ACTION
1.	Call to Order	6:34 pm	
2.	Minutes from Last Meeting	Motion to Accept: Becky Motion to Second: Charlotte	**CARRIED**
3.	Draft Agenda	Motion to Accept: Becky Motion to Second: Charlotte	**CARRIED**
4.	Chairperson's Report	Introductions a) What is Bonnycastle PAC? • Becky explained what the PAC does and how the Executive Team supports the school. • Present parents/guardians were invited to join the PAC and help with activities and events throughout the school year.	

		• Becky also shared information about PAC's fundraising activities, including how money is raised and how it helps support students, school programs, and special events. b) School Picnic Update (Feedback) • The weather was excellent, which contributed to a successful event. • Parents/guardians who attended the meeting also attended the picnic and shared positive feedback. • The food truck was well received and considered a great addition to the event. • Temporary tattoos were very popular with children. Overall, the school picnic was considered a successful and enjoyable community event that received positive feedback from attendees and is worth repeating in the future.	
5.	Admin Report (Principal or Vice Principal)	**Highlights:** • Nicole welcomed everyone and highlighted the importance of the partnership between the school and PAC. She noted that PAC supports the school by providing ideas, organizing fundraisers, and enhancing learning opportunities and activities for students. Teachers also provide input regarding PAC-supported activities and fundraising initiatives. • The **Bonny Bulletin** sent out every Friday is an important communication tool used to share news, updates, and information about past and upcoming school events. The PAC members asked if the Bonny Bulletin could be included in the body of the email instead of the PDF attachment based on the other parents' feedback. • Teachers use email to communicate classroom news and updates with families. The school division encourages the use of **Edsby** as the primary communication platform, and **Seesaw** is no longer being used. • Charlotte asked whether clear instructions could be provided to help parents/guardians navigate Edsby and access messages and	○ School to reconsider distributing the Bonny Bulletin as a PDF attachment, as some parents have experienced difficulties downloading and searching the document. Returning this weekly newsletter's content to the body of the email was suggested as a more accessible and user-friendly option. ○ School to consider providing additional instructions on how to access and access messages and school communications in Edsby.

		school communications. • The school year began with a successful **Meet the Teacher** event, providing students and families with an opportunity to meet teachers, see their classrooms, and become familiar with the school space. • **Orange Shirt Day** activities included rock painting and other learning activities focused on truth, reconciliation, and awareness. **<u>Updates:</u>** School priorities for the 2026/27 school year: 1. Literacy • Focus on identifying students who may require additional interventions while providing supports and strategies that benefit all learners. 2. Social-Emotional Learning • Continue efforts to ensure students and staff have a strong sense of belonging and connection within the school community. • The school is working with Sources of Strength, a mental health program focused on preventing negative outcomes while promoting well-being, help-seeking, resilience, healthy coping, and a sense of belonging. Several teachers have received training to support this initiative. 3. New Science Curriculum • Implementation of the provincially mandated science curriculum. • Emphasis on hands-on learning, inquiry, critical thinking, and problem-solving. Curriculum connections include Indigenous teachings and increased opportunities for outdoor learning. **<u>Questions:</u>** 1. School Project Ideas • Carissa asked whether the PAC has a big project idea for this school year, perhaps outdoor learning as was discussed last	○ PAC to consider the options for the outdoor space project and funding opportunities

		year. • Nicole shared the divisional How to Plan, Build and Maintain the Site document to help the PAC better understand expectations and requirements for these types of projects. • Members discussed potential outdoor learning projects and the possibility of directing future fundraising efforts toward a specific project goal. 2. Playground Maintenance • Becky asked who is responsible for fixing playground equipment after noticing a loose board on the right side of the playground structure. • PAC discussed the process for reporting playground repairs and clarifying whether the school or the school division is responsible for arranging and completing repairs. 3. Long-Term Planning • Tierra suggested exploring a long-term planning approach for the school playground maintenance. Members discussed setting aside funds from year to year to support future repairs and maintenance needs, but need more information on the roles and responsibilities and process. • PAC may further explore options for fundraising specific to this work and establishing a reserve fund to support playground enhancements.	○ Becky will take the picture of the loose board and provide to school ○ PAC to review the information on playground safety and continue conversation about PACs responsibility to maintain the playground equipment
6.	Treasurer's Report	Charlotte presented the report. These numbers are to the best of her knowledge and will be updated if new information is found. **Current Chequing balance:** $2,480.45 **Savings balance:** $5,495.61 Projected Numbers for 2026/27 school year: **Total Revenue:** $9,525.00 **Total Expenses:** $7,010.00 **Final Position:** $2,515.00	

Projected Revenue:

Popcorn/Kernels Fundraiser	$5,000.00
Pizza Lunches Fundraiser	$4,050.00
PTSD Grant	$375.00
Pedalheads Fundraiser	$100.00

Projected Expenses:

Back to School Picnic	$ 250.00
Kernels Fundraiser Supplies	$ 100.00
Library (books for every child during I Love to Read Month)	$ 200.00
Bonnycastle's Boutique	$ 400.00
Food Insecurity	$ 450.00
Winter Concert Treats (1-4)	$ 150.00
Kindergarten Concert Treats	$ 50.00
Pizza Lunch Supplies	$ 300.00
Baskets of Love	$ 500.00
Cultural Week	$ 1,250.00
Staff Appreciation	$ 1,500.00
Dance in the Park (speaker)	$ 300.00
Grade 4 Farewell	$ 1,000.00
End of year Picnic	$ 400.00
Misc Expenses	$ 100.00
Bank Fees	$ 60.00
Total	**$7,010**

7.	**OTHER BUSINESS**		
a)	Volunteer Opportunities throughout the Year	Moved to the next meeting agenda	○ Olena to add to the agenda for Nov 4, 2026 meeting
b)	Popcorn Fundraiser Update	Charlotte reported that for this school year: • The popcorn fundraiser order form has been updated to	

		include a summary page for submitting completed orders and a separate page for recording/tracking individual orders. • New collection bags will be provided to teachers to help collect and manage loose change. • The order form will be sent home with students on October 9, 2026, and expected to be returned by October 27.	
c)	Pizza Lunches	Dates: Oct 15, Nov 19, Jan 21, Feb 18, Apr 22, and June 10 • In past years, PAC have donated to a food insecurity fund. Each Pizza Lunch admin reports about $50-$75 is spent to ensure all students can participate. • Parents/guardians inquired whether families who are unable to volunteer in distributing pizza could support it through a monetary donation. The PAC discussed several alternative ways families can contribute, including cash and e-transfer donations. **MOTION:** That $450.00 be donated towards Food Insecurity, specifically for the pizza lunches in the 2026/27 school year (Charlotte/Abu)	**CARRIED**
d)	Instagram Posts	The PAC requested that the school consider supporting PAC communications through the school's Instagram account. School is in support of this approach.	○ Charlotte will prepare content ready for posting, such as pizza lunch announcements and other PAC updates, and will provide it to Nicole for review and posting.
e)	How to Access PAC Meeting Minutes	PAC discussed improving access to meeting minutes for all families. It was suggested that meeting minutes be posted on the school's website, on the PAC dedicated page and with a direct link to the minutes to make them easily accessible.	○ Becky will contact the school administration and provide the minutes from this meeting for posting on the school's PAC webpage.
8.	Adjourn Meeting	7:36	
	Next Meeting	November 4, 2026, 6:30pm	