

# CHIEF TOMAT ELEMENTARY

## PARENT ADVISORY COUNCIL AGENDA



TUESDAY, OCT 28TH, 2025 @ 18:00 | CTE LIBRARY

### Attendance:

Present: Hoa Vuu Baerg (President), Courtney Mehl (Vice President), Kyla Strader (Treasurer), Lucy Bleakney (Secretary), Meghan Hatcher (Member at Large), Kathi Kelly (Member at Large), Jennifer Seaton (Member at Large), Sean Kennedy, Stefanie Puls.

Absent: Shannon Tartiglia (COPAC Rep)

### Quorum Established

#### ● Agenda and Minutes

- Motion: To accept October 2025 agenda as presented - **Approved.**
- Motion: To accept September 2025 minutes as circulated - **Approved.**

#### ● Principal's Report

- Gratitude to the PAC for support on watercolour artists, back to school BBQ and movie night, and Boo Bash.
- Appreciative of the PAC's support within the classroom, such as books, resources, and field trips.
- Students in grade 1-2, some of 3, have been enjoying ULFI intervention blocks and groups with Lindsay Forrest. Has been running for 3 weeks.
- 2 students from each class are earth ambassadors. Promoting ways to take off the land within the classroom.
- Added sessions to Alien in line skating so each student will get 2 sessions. No additional cost to PAC.
- Truth and Reconciliation Signing Celebration being held at CNB Middle school on Tuesday, Nov 25th, 6pm-7:30pm.
- Wolverine Family groups starting at the end of November - Mechanism to get everyone in the school together.

*Full principals report attached below.*

#### ● Treasurer's Report/Budget Approval

- Motion to approve annual budget as circulated - **Approved.**
- Motion to update budget, \$150.00/per classroom for educational expense - **Approved.**
- Welcome Back BBQ - Profit of \$678. 71.
- Boo Bash \$200.00 Approx profit.
- Paynters fundraiser - profit \$300.00.
- Mabels labels - Profit \$69.81.
- Current Balances: BMO gaming acct: \$5,108.62, RBC school acct: \$0.00, BMO community acct: \$29,467.17.
- Alien in-line Skating (\$2,600).

- COBSS: TBD.
- Educational experience cost for bussing for nut farm field trip, Goodmanson/Radley's classes (\$75.00).
- Motion to approve \$104.62 for back to school refreshments. **Approved.**
- Lego club requested \$500.00 from PAC to help support growth. Motion to approve \$500.00 **Approved.**
  - \*Clarity of request needed. PAC is looking to support the club with focus on baseplates and storage. Lego inventory to be first grown through a lego drive. Will post the lego drive in the newsletter and socials. Then reassess after donations.

*Full treasurers report attached below.*

- **Follow-up from Previous Meeting(S)**

- BBQ/Movie Night
  - Went well, good attendance.
  - Hall monitors were very helpful at both events.
  - Feedback: Geared towards the older kids.
- Boo Bash
  - Sold out - small wait, great attendance.
  - Feedback: brainstorm entrance ideas as very chaotic with prepaid and pay at event line very close together.

- **Fundraiser(s)**

- Wish & Win-Nov 2-9
- Purdy's for christmas-Nov 23
- With Love Family photos-Sep 22-Nov 21
- Mabel's Labels-ongoing
- Bottle Depot Returns-ongoing
- Yearbooks-Do we have approval from parents to share photos? - Mrs. Adamson will send an email regarding opting in/out.
- Best seats in the house raffle. Date(TBD)

- **Upcoming PAC Events**

- Hot Dog Day- Oct 31
- Alien Inline Nov 3-7 and Nov 12,13
- Next PAC meeting Nov 18 @ 6:30pm
- PJ and Pancake Breakfast Dec 19. Free for staff and students.
- Little Riders Program approved to come in to teach K-3. Dates Nov 26 & 27. Location: CTE gym. Equipment provided. Free program from Canada snowboard to teach students snowboarding from technical leaders.

- **New Business**

- Special resolution-signing authorities
 

Motion: That the PAC bylaws be updated to clearly state that no signing officer can sign a cheque or approve a payment to themselves or to a family or household member. All such payments must be signed or approved by two unrelated Executive members who are not family or household members of the person being paid. This change takes effect immediately and applies to all future PAC financial transactions. **Vote carried unanimously. Approved.**

Meeting adjourned 19:05

Next PAC meeting Nov 18 @ 6:30pm

*We acknowledge that we are learning on the unceded traditional territory of the Syilx, Okanagan, people.*

## Principal's Report    October 28, 2025

*CTE – Caring Together Everyday*

*CTE Wolverines take care of themselves, others and the land*

### Gratitude

- © Thank you to the PAC for: supporting the watercolour artist and creating a beautiful art gallery in the new building during conferences; a fun, successful Boo Bash Dance and a great BBQ and movie night!
- © Thank you to the PAC for the ways you are supporting the classroom learning environment – books and resources to support literacy, field trips
- © Thank you to all the families that came for Parent-Teacher Conferences – it was such a positive time!
- © Thank you to Noriene Robertson for organizing the visit with the Warriors and the Rockets
- © Lindsay Forrest (LAT) and the primary teachers for targeting phonics skills through UFLI intervention blocks and groups
- © Our staff and students each wrote their hopes for school and students during our outdoor Truth and Reconciliation assembly
- © Grade 5 leaders helping as lunch monitors, crossing guards and sous chefs; grade 5 greeters who welcomed Westside administrators to our school for a meeting

### Updates/Recent Events

- v Grade 1, 2 and some 3 students receiving targeted phonics instruction 4 times a week in groups that teach where students are at; using "UFLI", a research based reading intervention program
- v Student teacher here until December
- v Class visits by: UBCO nursing students, RCMP Constable Ryan Rode, MBSS Leadership students
- v Wolverine assembly and cultural performance
- v Earth Ambassadors – 2 students from each class
- v Increased our days for Alien In-line skating so that all students can have 2 sessions (new price is \$5,442.57 – PAC had previously agreed to \$2600 already)
- v The first Equity in Action Agreement for Truth and Reconciliation (2020-2025) Signing Ceremony, which was held five years ago in partnership with Westbank First Nation, Okanagan Indian Band, Okanagan Nation Alliance, Ki-Low-Na Friendship Society, Lake Country Native Association, and Kelowna Métis Association, as well as the Central Okanagan Board of Education and Ministry of Education. On behalf of the Equity in Action Agreement Refresh Stewardship Committee, the PAC is invited you to attend the upcoming signing celebration, being held at **Constable Neil Bruce Middle School on Tuesday November 25<sup>th</sup> from 6:00pm – 7:30pm.**

### CTE Information and Conversations

- Ø Wolverine T-shirts for every student
- Ø Wolverine family groups at the end of November

### Upcoming Dates and Events

- § Fri. Oct. 31 – Halloween Parade 12:15
- § Nov. 3 – 7; 12, 13 Alien-In Line Skating
- § Mon. Nov. 10 – Remembrance Day Assembly 10:00
- § Tues. Nov. 11 - Schools are closed for Remembrance Day
- § Thurs. Nov. 20 – Harmony Day
- § Equity in Action Agreement Refresh Signing **Constable Neil Bruce Middle School on Tuesday November 25<sup>th</sup> from 6:00pm – 7:30pm**
- § Thurs. Dec. 11 - Winter Concert
- § Thurs. Dec. 18 – Learning Updates go home

Thank you so much,  
Limlɛmt

Jennifer Adamson  
Principal, Chief Tomat Elementary

*It is with gratitude that I respectfully acknowledge that I live, love, work, play and learn on the beautiful, unceded, Traditional territory of the Okanagan Syilx peoples.*

<b>Meeting Date</b>	Oct. 28, 2025	<b>Prepared by:</b>	Kyla Strader
<b>Highlights Since Last Report</b>	<ul style="list-style-type: none"> <li>Budget for approval</li> <li>Welcome Back BBQ recap - profit of \$678.31 (budgeted loss of \$1,000)</li> <li>Boo Bash recap - SOLD OUT! Some expenses still to come in, but preliminary profit approx \$1,200 (budgeted loss of \$500)</li> <li>\$300 from Paynter's Fruit Market fundraiser</li> <li>\$69.81 from Mabel's Labels</li> </ul>		
<b>Reconciled Account Balances (Oct 27/25)</b>	<b>BMO (Restricted) Gaming Acct:</b> \$5,108.62	<b>RBC (Restricted) School Acct:</b> \$0.00	<b>BMO (Unrestricted) Community Acct:</b> \$29,467.17
<b>Uncleared Cheques/Deposits</b>			Boo Bash expenses, book allowances: (\$940.21)
<b>Budgeted Accounts Payable in Fall 2025</b>	Gaming License Fees: (\$10.00) Alien in Line (\$2,600)		COBSS Bursaries (\$40.00) Bank Fees: (\$2.50)
<b>Requests for PAC Funding Received Since Last Report</b>	<ul style="list-style-type: none"> <li><u>COBSS</u>: CTE Bursary Invoice – (\$40)</li> <li><u>Educational Experience</u>: Goodmanson/Radley - request for bussing covered for Gelatly Nut Farm field trip (\$75)</li> <li><u>Lego Club funding</u>: Lego Club (Carey Adams/Tom Lewis) have requested support for more lego kits/blocks and storage bins for the growing club (\$500)</li> </ul>		
<b>Budget Related Discussion Items</b>	<ul style="list-style-type: none"> <li>Determining if composting is continued - tabled for now. Sarah collecting further information and discussing with other PACs/district</li> <li>Hot lunch for December (replace Dec. 19th Hotdog Day with Dec. 12th White Spot hot lunch) - mains for \$5/sides for \$2.50; profit on mains range \$0.50-\$1.50</li> </ul>		
<b>Proposed Motions</b>	<p><b>THAT</b> the CTE PAC approves the CTE PAC Budget for the 2025/2026 School Year as presented.</p> <p><b>THAT</b> the CTE PAC approves expenses for Back to School refreshments purchased for parents (\$104.65) - <i>discussed in Sep/25 PAC meeting but no motion to approve</i></p>		
<b>Carry Forward Budget Related Items</b>	<ul style="list-style-type: none"> <li>Teacher book allowance deadline to submit is Nov. 15/25 - still some teachers not submitted</li> </ul>		
<b>Treasurer Action Items</b>	<ul style="list-style-type: none"> <li>Work with Mrs. Adamson to determine teacher/school funding for the year and where the PAC may be able to help (learning plan support, field trips etc).</li> <li>Work with exec to create framework for teacher education experience allowance</li> <li>BCCPAC membership (fees \$100) - worth the membership?</li> <li>Gaming Report due November 30th</li> </ul>		