

# CHIEF TOMAT ELEMENTARY

## PARENT ADVISORY COUNCIL AGENDA



TUESDAY, NOV 18TH, 2025 @ 6:30 PM | CTE LIBRARY

### Attendance:

Present: Jennifer Adamson (Principal), 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 (Gaming Coordinator), Jillian Baldwin, Jessica Hoben, Claire Lyonhart, Stacey Fyvie, Sarah Lebeter.

Absent: Shannon Tartiglia (COPAC Rep)

### Quorum Established

### Agenda and Minutes

- Motion: To accept November 2025 agenda as presented. **Approved.**
- Motion: To accept October 2025 minutes as circulated. **Approved,** yet minutes posted on CTE website unable to view. Jennifer Adamson to assess and will update in a different file format.

### Principal's Report - Full report attached below.

- Gratitude to the PAC for Wish and Win fundraiser (Huge success), Hot dog day, Inline Skating, compost program, and lego club.
- Chief Tomat's Remembrance day service was meaningful and greatly put together by Mrs. Oltsher and Mrs. Adams.
- Inline skating unfortunately double booked so dates changed to December 1st and 2nd.
- MBSS students visited with a video/media teacher who is helping to record a video for the CTE song. The dance club for the video is new and will be held on Tuesdays and Fridays during recess to practice.
- Hopeful to get every student a new logo tshirt before Christmas.
- Sarah Lebeter restarting the compost program and working with new earth ambassadors to help lead.
- November 25, Equity in Action Agreement Refresh Signing (Everyone welcome).

### Treasurer's Report - Full report attached below.

- Current Balances: BMO gaming acct: \$5,108.62, RBC school acct: \$0.00, BMO community acct: \$39,165.76.
- Alien in-line Skating (\$2,600). Coming out of Gaming account.
- Boo Bash profit - \$186.63
- Wish and Win - almost 600 e-transfers/\$10,059.32 in donations - \$4,237.98 net
- Created for Kids fundraiser - \$768.30
- Inquired about new hockey nets, tabled for now.

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

- Purdy's Fundraiser - currently sitting at \$526 in profit. Kathi is reaching out to people who have items sitting in online cart.
- Spirit Wear fall flash sale - 69 items sold.
- With Love Photography - update: low numbers.
- The best seats in the house will be a free raffle. No gaming license required. Will run on munch, Courtney offered to run potentially Dec 1-9. One entry per household.
- Motion to cancel BCCPAC. **APPROVED.**
- Motion to approve cheque to Hoa Vuu Baerg (PAC President) for \$5821.34, to purchase wish and win expenses. **APPROVED.**
- Motion to approve \$200 book allowance for Ms. Forest - deadline to submit: January 15, 2026.

**APPROVED,** With the condition that the books stay within the school. This update will be sent out to all teachers purchasing books with book allowance from The PAC.

### **Follow-up from Previous Meeting(s)**

- Wish & Win
  - Very successful, lots of donations. Concerns around documentation. Need to ensure if done again procedures need to be written out, and transparency with documentation. Hoa and Kiera will not be running again, but willing to pass on the torch to another person willing.
- Educational Experience Allowance email/forms were sent out to teachers.
  - Just waiting to hear how teachers will be spending the money.
  - If requests come in regarding learning on the land, pass along to Jennifer Adamson first.
- Lego Club-social media went out to the community asking for donations.
  - Received a few already.

### **Fundraiser**

- Purdy's for christmas-Nov 23
- With Love Family photos-Sep 22-Nov 21
- Created by kids' art.
  - Huge success. If it runs again it will need brainstorming ideas to make it separate from artist visit and other areas that the team thought could have run better.
- Winter Concert-Best Seats in House.
  - Decided on a free raffle.
- Mabel's Labels-ongoing
- Bottle Depot Returns-ongoing
  - Social media call for volunteers to take bottles in.

### **Upcoming PAC Events**

- Winter Tree Decorating-set up Dec 1-looking for volunteers to help
  - Claire will organize the ornaments by class with the teacher's name. Easier to return.
- Little Riders Program (K-3)-Nov 26/27
- Hot Dog Day-Nov 28
- Music Bingo night-Feb 6-capacity limit of 300 people-tickets on Munchalunch
  - Shannon to review fire code.
  - Tables and chairs have been ordered.
  - Jennifer and Kyla reviewing gaming.
  - PAC execs can participate.

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- Tickets available after christmas break
- The Railside bingo host said they can do ours, Cost TBD.
- White Spot Hot Lunch- Dec 12
  - Order through munch a lunch.
- PJ and free Pancake Breakfast-Dec 19
  - Looking for a volunteer photographer.
- **New Business**
  - COPAC requested a survey from parents, asking what they want education wise.
  - Request for another movie night, May?
  - Garbage bins in the back of school
    - Jennifer will look into it.
  - Food hamper/family gift basket raffle or food drive give back in spring
    - Undecided, moved to spring food drive, date TBD.
  - Grade 5 hoodies-communication to families?
    - Parents are confused about sizing, and the company doesn't have samples.
  - Sportball-Sports FUN day
    - Different sports span over a few days? Potentially may.
    - 4-6 coaches? \$250 per coach.
    - Kathi is in contact for logistics.
  - Compost subcommittee
    - Looking for volunteers. Hoa and Jillian will help Sarah.
    - Will work with earth ambassadors.
    - Start with paper towels, hot lunch and food waste.
    - Meeting with ambassadors on Nov, 24 Letter going out soon to share how it works.
    - \$115-\$125/ month for tips.
    - Will start up and assess success rate come spring break. If successful, continue.

**Meeting Adjourned @2005**  
**Next PAC Meeting Jan 27th 2026, @18:30**

## **Principal's Report**    November 18, 2025

*CTE – Caring Together Everyday*

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

### **Gratitude**

*Thank you....*

- PAC for supporting Alien In-Line Skating – we had a blast!
- for PAC Hot Dog Day!
- Mrs. Oltsher and Mrs. Adams for a very meaningful, thoughtful Remembrance Day service, as well as all the classes and students who shared songs or poems. It was wonderful to have so many families in attendance, as well as the parents and students who made up our Colour Guard
- Sarah Lebeter for starting up the compost program and to Mrs. Sikora and Ms. Madson for leading the Earth Ambassadors (2 students per class)
- PAC Wish 'n Win – what a successful fundraiser!!
- PAC for the support of our Lego Club and for posting it on social media

### **Updates/Recent Events**

- Had to change our days for Alien Inline Skating from Nov. 12/13 to Dec. ½
- MBSS Leadership students have been coming to work with students Kindergarten
- Coralee Miller, syilx artist and storyteller, artist of our new logo and Sncewips Heritage Museum docent (as well as former CTE student) has come to Kindergarten, and will be coming to other classes to share captikwł stories and stories
- Wolverine T-shirts for every student have been ordered
- Wolverine family groups on Friday

### **CTE Information and Conversations**

- Composting – thank you PAC for supporting the program: we will be starting with Hot Lunch leftovers, classroom food waste and paper towels; the Earth Ambassadors will be the helpers in each class to put it in the large bin

### **Upcoming Dates and Events**

- Thurs. Nov. 20 – Harmony Day
- Fri. Nov. 21 – CTE Wolverine Family Groups
- Tuesday November 25<sup>th</sup> from 6:00pm – 7:30pm - Equity in Action Agreement Refresh Signing Constable Neil Bruce Middle School
- Nov. 26 and 27 – Little Riders Snowboard program for students in K-grade 3
- Thurs. Dec. 11 - Winter Concert
- Thurs. Dec. 18 – Learning Updates go home
- Fri. Dec. 19 – Pancake breakfast

Thank you so much,

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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.*

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| <b>Meeting Date</b>  | November 18/25  | <b>Prepared by:</b>                            | Kyla Strader  |
| <b>Highlights Since Last Report</b>                        | <ul style="list-style-type: none"> <li>• Boo Bash profit - \$186.63</li> <li>• Wish and Win - almost 600 e-transfers/\$10,059.32 in donations - \$4,237.98 net</li> <li>• Created for Kids fundraiser - \$768.30</li> <li>• Purdy's Fundraiser - currently sitting at \$500 in profit; still a few more days. Kathi reaching out to pending orders</li> <li>• Spirit Wear fall flash sale - 69 items sold; approx \$150-\$200 profit</li> <li>• With Love Photography - still a few more days</li> </ul>  |  |   |
| <b>Reconciled Account Balances (Nov. 17/25)</b>            | <b>BMO (Restricted) Gaming Acct:</b><br>\$5,108.62  | <b>RBC (Restricted) School Acct:</b><br>\$0.00 | <b>BMO (Unrestricted) Community Acct:</b><br>\$39,165.76  |
| <b>Uncleared Cheques/Deposits</b>                          | Alien In-Line (\$2,600.00)  | \$0.00   | Teacher book allowance, educational experience: (\$644.56)<br>COBSS Bursary: (\$540.00)<br>Hot Dog day/Boo Bash/etc. (\$262.50) |
| <b>Budgeted Accounts Payable in Fall 2023</b>              | Gaming License Fees: (\$10.00)  | \$0.00   | Pancake breakfast: (\$750.00)<br>Bank Fees: (\$2.50)  |
| <b>Requests for PAC Funding Received Since Last Report</b> | <ul style="list-style-type: none"> <li>• <u>Ms. Forest</u> - to be included in the \$200 book allowance</li> </ul>  |  |   |
| <b>Budget Related Discussion Items</b>                     | <ul style="list-style-type: none"> <li>• Best seat in the house - are we doing a free raffle or paid?</li> <li>• Hockey Nets</li> <li>• BCCPAC fee - do we pay it or not? No further PAC meeting before deadline to pay</li> <li>• Compost is back up and running with Sarah taking the lead on the subcommittee (looking for others to join). Earth Ambassador students are helping encourage/educate class mates. Monthly cost is about \$115-\$125 depending on # of pick ups. Have all other supplies purchased in the previous year. Well within budget allocation of \$1,500. Run to spring break and assess how it is going then.</li> </ul> |  |   |
| <b>Proposed Motions</b>                                    | <p><b>THAT</b> the CTE PAC approves \$200 book allowance for Ms. Forest - deadline to submit: January 15, 2026</p> <p><b>THAT</b> the CTE PAC approves Wish &amp; Win expenses totalling \$5,821.34, payable to Hoa Baerg</p>   |  |   |
| <b>Carry Forward Budget Related Items</b>                  | <ul style="list-style-type: none"> <li>• Lego Funding - PAC Approved to spend \$500; PAC to purchase items and coordinate with Lewis on what is needed. Kathi to take the lead</li> </ul>   |  |   |

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| <b>Treasurer Action<br/>Items</b> | <ul style="list-style-type: none"><li>• Gaming report due Nov. 30th</li><li>• Gaming application for Best Seat in the house raffle?</li></ul> |
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