

SKE PAC Annual General Meeting

May 19th, 2026, 6:30 pm, Online Meeting



Present: Jasmine Lemon, Roen Janyk, Kevin Bowering, Jessica Blisset, Blair Crosby, Kay Bowering, Jenn E, Amanda Stevens, Ben Coulthard, Ruth King, Tara Hubbard, Jordana Magin

Principal's Report: Jasmine Lemon

Gratitude:

- **Thank You:** to all of the volunteer members of the PAC executive, who have worked together to ensure our school community continues to thrive and support the growth of our students.
- To the Intermediate school staff, and parent volunteers who have supported our Track & Field activities throughout April and May.
- To the hot lunch volunteers who show up each week to support this important fundraiser and ensure our students get their orders.
- To the teachers who are coordinating a variety of year-end field studies for our students

School Information:

● 2026/2027 School Year Planning

- [School Community Survey](#) - link sent out last Friday; encouraging all families to respond in order for us to target our plans and goals in preparation for the upcoming school year
- In the midst of the staffing process right now across the district; teachers, support staff, CEAs postings are coming out and staff are putting their names forward for positions.
- We will announce the changes to our staff team at the end of June, just prior to the start of summer.
- Reminder that student class assignments will not be shared prior to summer, as there are too many variables during the summer break & into the first week of school. Our staff team will be finalizing class placements, keeping in mind both the individual and collective needs of students, within the parameters of what is possible.

● Health & Safety:

- SKE Safety Video: was completed with the assistance of many wonderful SKE students, and shared out with the school community.
- We continue to work on communicating our safety expectations with our families so that we can prevent accidents and injuries.
- **Wildfire Preparedness Procedure: (important to know through wildfire season)** ● If an evacuation is required, Principal will contact SBO immediately and request required number of buses
 - Principal will request that district staff accompany the buses to SKE (one adult per bus) to support supervision of students as they travel to their location. Students will travel to KLO Middle School by bus.

- School staff will drive their own vehicles to KLO, and will support with student supervision upon arrival at KLO. If district staff or time limits do not allow, school staff will travel with students on buses.
 - Parents will be contacted by School Messenger/Email and will be advised to pick up students ASAP.
- Students will remain in class groupings at KLO Middle School to facilitate pick-up ease.
- Class lists will be provided to district staff supporting on buses.

Upcoming Events:

- **May 26:** Bernard/Thom Field Study - Helen's Acres
- **May 28:** Gr 6 Articulation (2:40 pm), Roxanne in PM
- **May 29:** Tacky Tourist Day, Gr 6 Leadership, Monkey Academy (RoRo) ●
- June 1:** Gr 6 Green Bay
- **June 1 - 5:** GoByBike Week
- **June 2:** District Track & Field Meet
- **June 8 - 17:** Inline Skating
- **June 8:** Mission Creek Field Study (Jennejohn, Estey, Slattery)
- **June 12:** Clubhouse Field Study (RoRo), PAC Family Fun Night
- **June 15:** Clubhouse (Oakes, Shanks)
- **June 16:** Bowling (Oakes, Shanks)
- **June 22:** Play Day
- **June 23:** Grade 6 to KLO (am only), Airband (pm)
- **June 24:** 1:30 pm Grade 6 Recognition
- **June 25:** Last day of school; Learning Updates go home

2. Treasurer's Report - Blair Crosby

Our goal was \$ 26 000 in fundraising, and it looks like we will hit it. Munchalunch is our powerhouse fundraiser. Overall we are doing well. Blair needs to apply for the gaming grant before the end of June, and he will.

3. Presidents Report -Kevin Bowering for Kay Bowering

- Wonderful Beginnings is a licensed childcare facility near the school that does before and after school care, and summer day camps. Kay posted about them on our SKE Facebook group.
- Jeff Stearns the author/illustrator will reach out to us in fall about a school visit/presentation.
- Bottle depot - we need someone to return the bottles to the bottle depot to our account. This should happen about once a month. Blair says he can do it.
- Kay is updating end of year files to our Google Drive. She would like to know if anyone has the log-in information for our Google account.

4. COPAC update

- Their AGM occurred on May 4. They are encouraging parents to join.
- We need to update COPAC on our executive once our elections/decisions have been made.

5. Fundraising Coordinator Report - Jordana Magin

- Family Fun night coming up June 12. Sign-up genius is now out. Flyers should be coming out soon.
- Spirit wear is coming back. The orders will be up soon.

6. Food Coordinator Report - Amanda Stevens

- A big thank you to all volunteers, especially Carly who helped coordinate all the volunteers. Thank you Blair for paying all the vendor invoices.
- Total sales are approximately \$92000, profit will be somewhere between \$13000 and \$14000.

7. Fruit and Vegetable Coordinator Report – Kamal Gill

- Kamal will run the program next year and also do sonic car wash

8. Communications Coordinator Report – Amy Russo

- Not present, nothing to report.
- Amy has told Kay that she is stepping down from this role.

9. Green Committee Report - Ruth King

- Vote for reallocation of Greenery Fundraising to be held for Outdoor Classroom. Ruth puts forward this motion. Jenn seconds. Majority in favour. Motion passes.
- Blair adds that we set aside \$1500 for Green Committee for this year and we did not spend it. We can talk about this in more detail at the budget meeting.
- Ruth brings up speaking with SD23 about how the school might possibly expand so that we don't build anywhere there is a possibility that the outdoor classroom would need to be relocated. Jasmine notes that SKE is not expected to grow over the next 10 years, in fact it will likely shrink. It is safe to assume we can plan for the school footprint to stay the same.
- Ruth asks if there will be an extension of a food program, Jasmine doesn't know about any plans in this respect.

10. Health and Safety Representative Report - Jenny Lamberton

- Nothing to report.

11. KLO Representative Report - Vacant Position

ANNUAL GENERAL MEETING

1. 2026 – 2027 Executive Positions

Roles Required:

- **COPAC representative.** Kevin asks if anyone present would like to do this. No one volunteers! Roen states: there is one meeting per month, they can be very long. Roen points out we could also spread out/share the role. Jasmine agrees that spreading the role is a good idea.
- **KLO Representative** on their school PAC. No volunteers.
- **Communications Co-ordinator** - Jessica B is interested, she would like more details. Kay explains what is involved, Jessica agrees to take it on. Kevin officially nominates Jessica B, all in favour.
- **Fundraising Co-ordinator** - we need someone to take on the lead role, as the current team will continue as support. Jordana can support in many areas. We do need someone to coordinate school dances.

Tara Hubbard says she can take the lead on fundraising. Kevin nominates, All in favour!

- Kevin asks if anyone would like to challenge any current roles. No one does.

2. 2026 – 2027 Event Scheduling

- PAC Meeting Days were moved to Tuesdays this past year, Kevin suggests changing it back to Wednesday. Jenn asks why? Roen suggests waiting and seeing til September how people feel about Tuesdays or Wednesdays. Kay suggests keeping the meetings on the third week of the month. We agree Sept 22 will be first meeting
- Back to School BBQ - Blair suggests Sept 24. Kay says she can run it. Ruth brings up idea of getting parents to sign up for different things at the BBQ.
- Santa Photos - need to plan it far in advance. Blair says first week of December is ideal.
- The following event dates can be decided next fall:
 - Dance(s) - Halloween / Valentines
 - Indoor Movie Night
 - Bingo
 - Family Fun Night

3. 2026/27 Budget Setting

- As per our constitution this meeting is set for June. All current and upcoming executive members are welcome to attend. It will be June 16. Both Blair and Amanda said they can host at their home.

4. Constitution and ByLaw

- Kay says that we have updated what we need to so there is nothing more to cover.

ADJOURNMENT

Motion to adjourn the meeting at 7:30

NEXT MEETING:

Executive Only Budgeting Meeting SCHEDULED FOR June 16, 2026

General Meeting SCHEDULED FOR September 2026