

# Aspen Park Elementary Parent Advisory Council

October 14, 2025

In person

## Attendance:

Bryce Davis (Chair) Luba Hazeldine (Vice-Chair) Kim Haslett (Treasurer) Megan Tadeson (Secretary) Brooke Reber (DPAC Rep) Zale Darnell (Administrator) Nikki Slack Sarah Zacharias Lindsay Brennen Michelle Townsend Steff Dzuba	
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## Acknowledgement:

We acknowledge that we are on the traditional grounds of the K'omox First Nations. It is a privilege to be here. We would like to thank them for the privilege of living on the land and working with their children.

**Call to order:** 6:32 PM

## Reports

### **Chair Report: Bryce Davis**

- Motion to elect new PAC Secretary – Megan Tadeson
- All in favour – Motion approved

### **Treasurer: Kim Haslett**

October 2025 Treasurer Report

### **Non-Gaming:**

In August a parent sent the school supplies fees to Aspen PAC instead of the school e-transfer. In September a cheque was written directly to Aspen to avoid refunding the parent for them to have to re-submit to the school. The ordering opened for hot lunch and salad bar in September and there have been several deposits from the online ordering system, Bambora. I will provide a fulsome report, at the November meeting to include the numbers from August, September and October after the budget has been approved.

On October 2 we held a fundraising and budget meeting to go over upcoming fundraisers and the budget for this upcoming year. Thank you for everyone who attended. Many revenues and expenditures were based on previous school years. There are several new and exciting fundraisers coming up. Special request expenditures were based on detailed requests made by the teachers and principal; they were reviewed and discussed by those who attended. The operating margin is larger than past years as we do not have a large project currently, like in past years such as jerseys. However, as the school year proceeds and the school construction is finished, if there are any special requests or projects that arise, they can be discussed at a future PAC meeting, and our budget can be amended if a project/expenditure is approved.

**Motion to approve the Non-Gaming budget for the 2025/2026 school year. (Approved Budget Attached): Nikki / Luba. All in favour. Carried.**

**After further discussion on movie licenses, there was a motion to amend the approved budget to replace the title of Movie Night to Family Night, the amounts approved will remain the same.**

#### **Gaming:**

Gaming funds coming from a grant from the Provincial Government, gaming branch. They must be used on non-curricular expenses. I submitted a Gaming Account Summary Report (GASR) to GPEB on Oct 7. This is a requirement for having received the funds last year. It outlines all incoming money into the Gaming account, for our school it is currently only the gaming grant, however other schools host events which require a gaming license that they would also need to include. And it also outlines all of the expenditures for the school year. It must be submitted within 90 days of the fiscal year end. As our fiscal year end is July 31, it must be submitted by Oct 29 each year.

At the budget meeting the Gaming account was also discussed. We received confirmation of the gaming grant, it is based on the enrollment from the beginning of the 2024/2025 school year, and it was \$7,880. The funds were received on October 3, 2025. Expenditures are more limited as they cannot be curricular expenses. As with many previous years, the draft budget includes expenditures for field trips, grade 7 grade celebration, outdoor playground equipment, and funds for the busing for the Y/E beach day.

**Motion to approve the Gaming budget for the 2025/2026 school year. (Approved Budget Attached): Megan / Lindsay. All in favour. Carried.**

#### **Additional Treasurer Comments:**

Submitted a report to the gaming policy branch how the funds have been utilized.

#### **Administration:**

Administrator Report

#### **PAC Report – October 2025**

- Last report was September 9
- Had Consent Week – Announcements & Small class lessons
- Terry Fox/Chalk the Walk – Very Successful, raised \$1000, tape to wall was fun
- Drills – Fire and Earthquake
- Programs – Breakfast, Lunch, Open Gym, Strong Start – Wednesdays
- Open House – Feedback from PAC provided
- National Truth and Reconciliation – Information booth, Lessons and activities, lots of students wearing orange
- Photo Day
- Cross Country – Lots of happy students, coaches doing a good job
- Cycling Program – Lots of bikes at school
- Nursing Support Services working with School until January
- Homework club to be reinstated in the next couple months

### **Upcoming:**

- Equity Scan for Grade 4-7
- FSA for grade 4 and 7 students
- Earthquake Drill – October 16
- IEC at Aspen – October 22
- Photo Retake – October 22
- Pro-D – October 24
- Final Cross Country – October 27
- Hold and Secure / Lock Down – October 28
- Volleyball Games Start – October 29
- Halloween – October 31
- ICBC Pedestrian Safety – November 6
- Remembrance Day Assembly – November 10
- No School Remembrance Day – November 11
- Parent Teacher Conferences – November 20

### **Construction Progress:**

- Aiming for completion in December.
- Three teachers will move unto the new building full time.
- Strong start will move over to new building.
- Portables will be removed in the spring, and the new parking lot will be built.
- Garden will be slightly moved modified / irrigation added
- PAC suggested volunteers may be able to help with garden replanting and digging – picnic tables and garden boxes moved.

### **Committee Reports**

#### **Hot Lunch Coordinator: Helen Wiliamson**

- Hot lunch – 6 volunteers / some spots to fill - one hot lunch to date and went well
- Volunteers needed for Salad Bar
- Next hot lunch Jan/Feb/March and ordering by the end of Nov and ready to go for Jan
- Need dates for no hot lunch

### **Fundraising:**

- Art cards will be done earlier this year – Date to be submitted by classes Nov 17<sup>th</sup>
- Regift sale – Dec 11 (send information for newsletter) Request for boxes, bags – Nikki and Luba / Kim will volunteer to help coordinate. We can start accepting donations by November 27<sup>th</sup>
- Potential Valentines Day Dance and Movie Fundraiser and looking into the movie license – Family Game Night with Food Sale and entrance \$5 per family.
- Call out for boardgames donations for November date with possible cake walk
- Craft night with the game night – Family Night
- Bake Sale November 19<sup>th</sup> at 2:30pm in the Foyer – Volunteers are needed, and leftovers will be sold at the PT Interviews

**Old Business:**

- DQ cards remaining – email if you would like to purchase any

**Next Meeting: November 18, 2025, in person**

**Motion to adjourn the meeting – Luba / Lindsay. All in favour. Carried.**

**Meeting adjourned: 7:28 PM**

DRAFT