

Valley View PAC Meeting Minutes

March 17, 2026 6:30pm - Valley View Library

In Attendance

Chair: Chelsey Newton

Vice Chair: Megan Norrish

Treasurer: Jonathan Kisiloski

Secretary: Erica Otto

Fundraising Co-Coordinators: Susie Gilson

& Jennifer Stokes

DPAC Rep: vacant

Trustee: Janice Caton (absent)

Principal (acting): Yolanda Lehton

Vice Principal (acting): Tamara Langan

Others: Pamela Saccucci,
Chantal Stagg (Social Media)

Meeting Notes

1. Welcome/Introductions : Chelsey Newton (chair)

Meeting called to order at 6:31 pm

Land acknowledgement by Jack Newton

Introductions all around - deferred - no new attendees

2. Approval of Agenda: Chelsey Newton (chair)

Agenda to be approved as updated (Item 3. Should read February meeting minutes). Megan motion Susie Second All in favour: PASSED

3. Approval of minutes from February meeting

Minutes from February to be approved as circulated. Jonathan motion Megan Second All in favour: PASSED

4. Administration Report: Yolanda Lehton - Principal (acting)

- Month end assembly is on March 20 th at 10:45am – St. Patrick’s day theme, details still being finalized
- Pi day was well received by students and staff
- Year end Fun day set for Friday June 12
 - bouncers being booked from school family business
 - Will need as many parent volunteers as possible for fun day
 - Chantal to post on Facebook as a call for volunteers; Jennifer to organize volunteers
 - Ideas for activities, food (possible Bannock truck), and flow (different times of day vs. rotation vs. all grades together) for the day still being brainstormed
- Beach day June 19th - all students going to Airforce Beach this year
- June 19th also acknowledgement of National Indigenous Peoples Day that falls on Sunday June 21st this year

- Since it is beach day, Bannock truck will be ideally brought in a week prior on June 12 for Fun day
- BBQ has been purchased - Goal to have it assembled by April
 - May be used several times/month by food services coordinator for hot lunch program
- Grade 7 recognition booked for June 23rd
 - Teachers/admin to plan event
 - PAC to order and set up Grad sign (sign to come out of “student appreciation” budget line)
 - Engraving for award to also be paid for from “student appreciation” from last year and this year (possibly several back years)
- Spring 2026 Safe and Active Schools (SAS) Open house was March 12th - attended by administration
 - SAS follow up survey open from March 9th to April 9th – request for the survey to be shared broadly with students, families, and staff - will be sent out to parents from admin and PAC will post on Facebook page
- Golf lessons going forward, with many divisions using their \$12/student from gaming fund for extracurricular activities & field trips toward this (4 lessons - \$20 per student)
- Welcome to kindergarten event Thursday May 21st - 3pm to 4pm
 - PAC to plan for letter and presence at event

5. Trustee Report: Janice Caton

Deferred - Trustee absent

6. Chair’s Report: Chelsey Newton

Nothing to report

7. Fundraising Report: Susie Gilson & Jennifer Stokes

- Purdy’s now finished
- Hanging Baskets for mother’s day ready to go out around April 9th/10th - end order date April 27th - e-transfers will be accepted through Jonathan’s website set up
- Meat fundraiser idea by Jennifer through the Butchers Block – will trial this year to see how it goes.
 - Send out info first few weeks of May - to finish 11th/12 or 18th/19th, with pick up around early June (parents to pick up directly from Butchers Block)
 - Details to be confirmed re: how to order and organize and how much time is needed by Butchers Block

8. Treasurer’s Report: Jonathan Kisiloski

Account balances at end of February:

- Non - gaming: \$15,718.24; two outstanding cheques for \$296.94 & \$45
- Gaming: \$11,403.14; one outstanding cheque for \$98

Amounts approved at last meeting for sensory & earthquake items will be coming out in March

- Still some funds from gaming grant that can be used for some school events/performances (approx \$2900) – need to be used this year or we lose them
 - Ideas from administration include acting from Sitka stage, gymnastics lessons from external trainer
 - Goal to focus on events that are accessible to every student

9. DPAC Report

Nothing to report (position vacant)

10. Other Business/Q&A

- Staff appreciation lunch to be planned for June 16th
 - Sign ordering to be coordinated with Grade 7 Grad sign by Chelsey
 - Erica to organize event and call for volunteers as we get closer
- PAC elections to be held next month
 - Need to continue to try to recruit new members for succession planning (especially treasurer)
- Discussion regarding family/community BBQ event that had been brought up previously for potentially occurring after school on the Fun Day
 - Very busy year end so school staff do not feel this would be a good time
 - Previously discussed a “Welcome Back” BBQ in the fall so could maybe aim for late September?

NEW ACTION ITEMS:

- Chantal to post call for volunteers for Fun day on PAC Facebook group
 - a. General call for volunteers “save the date” and will sort out details later
 - b. with Jennifer’s contact information to coordinate volunteers
- Jennifer to get Chantal her contact info; set up spreadsheet for volunteers for Fun day
- Jonathan to send Chantal job descriptions/positions in anticipation of upcoming elections to be posted on Facebook page
- Chelsey to place order for signs:
 - a. Grade 7 Grad recognition – June 23rd
 - b. Teacher appreciation – June 16
 - c. Next meeting will confirm who sets up signs/when
- Susie – could you please send Erica approx. staff numbers and time block to be used for planning staff appreciation lunch
- Yolanda to determine which Grade 7 award winner years are missing on the plaque to have them completed at the same time this year’s award winner is engraved
 - a. Receipt for engraving to be submitted to PAC
- Erica to update “Welcome to Kindergarten” PAC letter for approval at next meeting
- Jennifer to finalize details on Butcher’s Block Fundraiser to discuss at next meeting

- Yolanda to let Jonathan know of potential “events/performances” and costs that can be voted on at next meeting to approve what we can afford to use up the funds set aside for this item in the gaming budget

OUTSTANDING ACTION ITEMS:

- Tamara to send work order to Molly to get front right hand bush trimmed back for improved visibility of pedestrians and vehicles exiting parking lot
- Follow up with Pam re: active schools person - Jamie Hilland jhilland@urbansystems.ca
 - a. Re: Advance arrow at Lerwick/Valley View
 - b. Sandwich sign - can we figure out a way to set out at pick up time
- From email (Sumi): teacher appreciation treat
 - a. Are we moving forward with this? If so, in conjunction with lunch if budget permits vs. a separate task
- Previous discussion about PAC morning coffee recruitment event
 - a. March/April in advance of elections vs in conjunction with meet the teacher in November?

11. Next Meeting – April 21, 2026 at 6:30pm

Meeting adjourned 7:37 pm motion by Jennifer

!! We're looking for new people to join us! We have several open positions. If anyone is interested in getting more involved in the PAC on any level, please chat with us at a meeting or email valleyviewpac@gmail.com