

CRESCENT PARK PAC MEETING MINUTES

20 May 2026 | zoom

CALL TO ORDER

Meeting called to order by at **7:00pm** by **Brittany White**
Minutes taken by **zoom ai**

LAND ACKNOWLEDGEMENT

Completed by: Brittany White

PAC EXEC AND SCHOOL REPS

PAC president: **Brittany White**
PAC co-vice presidents: **Auburn Sigurdson & Dunia Tozy**
PAC treasurer: **Ashley Caplette** (absent)
PAC secretary: **Christine Li-Leger** (absent)
PAC social media: **Dunia Tozy** (absent)
School Principal: **Jolene Elder**

PARENT ATTENDEES

APPROVALS

April 2026 Minutes - Approved by: **Brittany White** & **Auburn Sigurdson**
May 2026 Minutes - Approved by: **Brittany White** & **Auburn Sigurdson**

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PRINCIPAL'S REPORT

This month at school...

- We hosted our Welcome to K event for our incoming kindergarten students.
- If you are aware of any kindergarten aged kids that have not yet registered, please encourage them to do so
- On the same note, if you know of anyone moving into or out of our catchment that would impact our registration numbers, please have them contact the office, ASAP.
- Thank you to parents who helped volunteer to drive and help out at our May 19 th mini-track meet. We have our district one on May 27 th , where students will be selected to attend. We also appreciate the conversations at home, reminding students to attend practices.
- We also had numerous students attend the district Adaptive Track Meet and had a wonderful time!
- Badminton and Ultimate seasons have completed
- Jason Oliver (Semiahmoo Ravens Coach) is coming in to run a few sessions of intramural floor hockey with the grade 5, 6 & 7 students.

Staffing...

- Staff Leaving:
 - Jolene Elder – Principal (moving schools)
 - Karen Blume – Gr 6/7 (term position)
 - Michele Loewen – LST (term position)
 - Kinsey Fehlhaber – IESW (maternity leave)
 - Mya Simmonds – CYCW (term position)
- Waiting for confirmation:
 - Tara Bittner – Library
 - Dan Montgomery – Music/Intermediate Prep
 - Lindsay Vanstone – IST
 - Wendi Spoor – Counsellor
 - Kim Coleman - LST
- Health & Safety...
 - The weather is getting warmer, and the sun is staying out. Please send your child with a water bottle (filled with water), and sunscreen (as necessary).
- Upcoming...
 - May 25 - Non-instructional Day (No School)
 - May 27 - District Track Meet (Bear Creek Track)
 - May 27 – Spirit Day (Beach Wear)
 - May 28 - Staff Appreciation Lunch put on by PAC
 - Jun 2 – Parent Appreciation Tea – More info to come
 - Jun 4 – Music Performance: Band & Choir (8:45am)
 - Jun 5 – PAC Fun Fair (5:00-8:00pm)

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- Jun 12 – Sports Day
- June 17/18 – Lorax Performances (1:00pm)
- Jun 23 – Grade 7 Leaving Ceremony (9:00am)
- Jun 24 – Spirit Day (TBA)
- Jun 26 – Last Day of School (early dismissal at 1:28pm)
- Questions for PAC...
 - What time do you need the library for Staff Appreciation Lunch? What else do you need from us?
- Next PAC Meeting...
 - Wednesday, June 17, 2026 (via Zoom)

Questions for PAC...

- Plant and/or Purdy's sales dates?

Next PAC Meeting...

- Wednesday, April 15, 2026 (via Zoom)

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TREASURER'S REPORT

Crescent Park PAC

Balance Sheet
As of May 20, 2026

	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
Crescent Park Gaming	\$1,761.46
Crescent Park Pac	\$76,662.40
Total for Cash and Cash Equivalent	\$78,423.86
Total for Current Assets	\$78,423.86
Total for Assets	\$78,423.86
Liabilities and Equity	
Liabilities	
Total for Liabilities	
Equity	
Opening Balance Equity	\$60,543.30
Retained Earnings	-\$7,848.13
Profit for the year	\$25,728.69
Total for Equity	\$78,423.86
Total for Liabilities and Equity	\$78,423.86

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Crescent Park PAC Profit and Loss September 1, 2025-May 20, 2026

	Total
Income	
Fundraisers	
Art Cards Program	\$1,249.54
Cheque Writing	\$3,312.93
First Aid Hero	\$972.75
Fun Night	-\$109.45
Neufeld Farm Program	\$813.00
Plant Sale	\$532.50
Total for Fundraisers	\$6,771.27
Gaming Grant	\$6,140.00
Hot Lunch Program INCOME	\$112,747.71
Hot Lunch Program SUNDRIES	\$3,502.88
Other Income	\$170.00
Spring Fling	\$15,581.19
Total for Income	\$144,913.05
Gross Profit	\$144,913.05
Expenses	
Administration	
Google	\$329.05
Licencing & Fees	-\$64.46
Mail Chimp	\$103.34
Office Supplies	\$561.78
QuickBooks Online	\$733.60
Zoom	\$240.69
Total for Administration	\$1,904.00
Bank charges	\$460.71
Computers & Tech	\$10,000.00
Dance Fund	\$1,076.25
Diversi-Team Committee	\$500.00
Event Snacks	\$298.01
Fieldtrip Fund	\$5,000.00
Garden Club	\$847.39
Grade 7 Grad Donation-PAC Contribution	\$1,500.00
Health	\$1,869.00
Hot Lunch EXPENSE	\$75,947.99
Miscellaneous	\$1,285.29
Plant Sale	-\$142.98
Santa Breakfast Fund	\$844.24
Spring Fling Expenses	\$2,637.66
Student Programs	\$2,988.40

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Crescent Park PAC
Profit and Loss
September 1, 2025-May 20, 2026

	Total
Teachers Fund	\$12,168.40
Total for Expenses	\$119,184.36
Profit	\$25,728.69

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MEETING MINUTES:

Key Outcomes

The PAC exceeded fundraising targets, generating over **\$15,000 profit** from Spring Fling and **\$1,900 from plant sales** (up from \$1,300 previous year), putting the organization substantially in the green with **\$25,000 profit** to date. Executive nominations for 2024-25 were announced, with voting scheduled for June 17th. Fun Fair planning is underway for June 5th with 180+ volunteer positions and confirmed pony rides.

Decisions Made

- **Minutes and agenda approved** by President and Auburn despite non-standard format due to secretary absence
- **Sports Day snack** cut from PAC budget; Amber securing donations instead
- **Two hydration stations** confirmed for Sports Day (format to be finalized after staff meeting)
Staff Appreciation Lunch extended by 15 minutes; President to confirm 1-hour prep time with Sarah

Principal's Report (Jolene)

Recent Activities:

- Welcome to K event completed (Dunia attended)
- Mini track meet May 19th with parent volunteer drivers
- District adaptive track meet completed successfully
- Badminton and ultimate seasons finished

Athletics:

- District track meet May 27th (bus transportation provided; parent attendance welcome)
- Jason Oliver (Semiahmoo Ravens hockey coach) leading intramural floor hockey sessions for grades 5-7 (four sessions per grade group)

Enrollment:

- School enrollment down to **9 divisions** for next year
- Urgent need for families to register kindergarten students and report any move-ins/move-outs affecting catchment numbers

Staffing Changes:

- Principal Jolene leaving
- Karen Bloom (grade 6/7) leaving (term position)

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- Michelle Loewen (LST) leaving (term position)
- Kenzie Fellhaber (IESW) on maternity leave
- Maya Simmons (CYCW) in term position - attempting to retain
- **Awaiting district confirmation** for: Tara Bittner (library), Dan Montgomery (music/intermediate prep), Lindsey Vanstone (IST/integration support), Wendy Spore (counselor), Kim Coleman (LST one day/week)

Fundraising Results

Spring Fling:

- **\$15,000+ profit** (81 wine balls, 6-7 cases beer)
- Wine raffle organized by Sarah Erickson; multiple parents pooled money for tickets

Plant Sales:

- **\$1,900 raised** (vs. \$1,300 previous year)
- Over **80 hydrangeas** sold
- Nearly **250 plants total**
- Two sales conducted: regular plants plus hydrangea sale

Fun Fair Planning (June 5th)

Logistics:

- **180+ volunteer positions** available (more may be added)
- **Three ponies confirmed** for pony rides (90% confirmed)
- Splash zone with balloon setup (no dunk tank)
- Team leaders will manage separate WhatsApp groups once volunteers confirmed

Action Required:

- All families must **purchase tickets via Munch & Lunch** (pre-ordering helps minimize food waste)
- Teachers to send reminders about ticket purchases
- Volunteers needed for multiple positions including pony assistance

Executive Nominations (2026-2027)

Confirmed Candidates:

- **President:** Dunia Tozzi
- **Co-VP:** Auburn (continuing)
- **Treasurer (potential):** Marion Reams (financial background; two children grades 3 and 1)

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- **At-large:** Emma Tompkin (PAC experience from previous schools; two children grades 3 and 5)
- **Position TBD:** Dilly (one child grade 2, one incoming kindergarten; going part-time)
- **Position TBD:** Sarah Erickson (fundraising expert)
- Dunia continuing on PAC 3

Nomination Process:

- Nominations open until June 17th meeting
- Official voting June 17th; old PAC phases out, new PAC voted in
- Additional positions available: secretary, co-VP role

Financial Status

- **Current profit:** \$25,000
- **Outstanding:** 6-7 hot lunch vendor payments (~\$2,000 each)
- Scholarships paid out
- Teacher Appreciation Lunch and Fun Fair (budget neutral - revenue reinvested)
- Budget requirements for year fulfilled

Action Items

- **President:** Confirm 1-hour prep time for Staff Appreciation Lunch with Sarah
- **President:** Email Jolene about teachers sending Fun Fair ticket reminders
- **President:** Touch base with Amber on Sports Day snack donation progress
- **Jolene:** Connect with President after staff Sports Day meeting tomorrow
- **All families:** Purchase Fun Fair tickets on Munch & Lunch
- **All families:** Sign up for Fun Fair volunteer positions
- **Interested parents:** Submit PAC executive nominations before June 17th

Pending Confirmation

- Staff Appreciation Lunch prep time (awaiting Sarah's input)
- Sports Day format and hydration station details (staff meeting May 21st)
- Musical performance June 4th (currently in pencil)
- District position placements for five staff members

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MEETING DETAILS

Next meeting: Wednesday, June 17th, 2026 @ 7pm

Today's meeting conclusion at **00:00pm**