

Dr. Thomas A. Swift Elementary PAC Meeting

PAC Email: taswiftpac@gmail.com

E-transfers: swiftpacfunds@gmail.com

Hot Lunch: swifthotlunch@gmail.com

Fundraising: taswiftfundraising@gmail.com

Date: May 22, 2025

Location: Library

Minutes taken by: Jessica Friesen

Call To Order

Meeting called to order at 6:10pm by Keri Buxton

Attendance

Shannon Kenney (Principal), Keri Buxton, Melissa Tanner, Jessica Friesen, Michelle Jones, Shelby Krunick, Amy McKenzie, Stefanie Friend, Michelle Gallant, Alaina Pittman

Introductions & What Is PAC

- Introduce the Executive team for the 2024/2025 year
 - Keri Buxton – President
 - Melissa Tanner – Vice President
 - Jessica Friesen – Secretary
 - Stefanie Friend – Treasurer
- PAC is the parent community of Swift. We work closely with admin and the staff to support and encourage and provide assistance to enhance the quality of the education and well being of the students and to enhance communication between the parents, students and the staff.

Approval Of Previous Meeting Minutes

- Motion to adopt the PAC meeting minutes from April 15th, 2025:
 - Motioned: Michelle Jones
 - Seconded: Shelby Krunick

Principal's Report – Shannon Kenney

Land Acknowledgment:

Éy swáýel. We acknowledge that Abbotsford School District is located on the traditional and unceded territory of the Semá:th First Nation and Mathxwí First Nation. With this, we respect the longstanding relationships that Indigenous Nations have to this land, as they are the original caretakers.

Commitment:

We acknowledge historical and ongoing injustices that Indigenous Peoples endure in Canada, and we accept responsibility as a public educational institution to contribute toward revealing and correcting miseducation as well as renewing respectful relationships with Indigenous communities through our teaching and community engagement.

Updates:

- Any parents interested in volunteering must complete a Criminal Record Check (this is done through the School Board Office) and a Volunteer Application (this is done through school). All information is on the website. This must be completed before you can volunteer in any

capacity at school/field trips. We will be including this information in Kindergarten Info packs in the summer.

- Christine has updated all volunteers who expire before June. Will update those expiring early in the fall before the end of the school year.
- We have one last performance upcoming in June – The Abbotsford Youth Orchestra!
- Many Year End events are being planned
 - Field trips – Crescent Beach (Div.1-4 grade 4s, Div 5 & 6), Bridal Falls (Grade 5s), Mill Lake (Primary indigenous Students, Div. 7, 8, 10 &11), Rolley Lake (Div. 12), Track & Field Day (Grade 4s and 5s), Xá:ytem Longhouse (Intermediate Indigenous students), Stable Harvest Farm (Div. 9 & 12), Clayburn Middle (Grade 5s), Bateman Park (Div. 5 & 9)
 - Be sure to keep an eye on your School Cash accounts for payment and permission
 - Sports Day – June 13 – information coming late next week
- Planning for next year is well underway –
 - class placement requests are open now until Sunday night – please remember not all requests can be accommodated and there is a lot of time put into the creation of class lists
 - School Supply lists and order forms are also be available
 - Comfortably at 15 divisions – registrations are still ongoing – in order to comply with collective agreement language there will be many combined grade classes at all levels.

Treasurer's Report – Stefanie Friend

REGULAR ACCOUNT

Previous Account Balance	\$21,879.66	
Withdrawals	\$ 7,072.78	Cheques: \$ 7,039.72
		E-Transfer \$ 33.06
Deposits	\$ 5,406.11	Etransfer: \$ 3,376.80
		Cheques: \$ 500.00
		Cash: \$ 943.05
		Clover: \$ 311.00
		Paypal: \$ 275.26
Regular Account Balance	\$ 20,212.99	Cheques outstanding: \$430.61

GAMING ACCOUNT

Previous Account Balance	\$ 375.38	
Withdrawals	\$ 236.62	
Deposits	\$ 2,825.57	Gaming proceeds transferred from Regular Account
Gaming Account Balance	\$ 2,964.33	Cheques outstanding: \$ 672.30

Fundraising Report – Michelle Jones

Past Fundraiser Updates:

- **Book sale:**
 - We raised \$986.85
 - Remaining books were left in the staff room for a week or so, and roughly half of the remaining books were taken by staff and student teachers
 - Book Man credit: \$293.07 for Ms. Savage to use for library books

- **Freezie sale:**
 - They were very popular. We made \$267.20.
- **Art Cards:**
 - We made \$1301.70
- **Panago coupons:**
 - These are still for sale through the Hot Lunch website. We've sold 120 out of the 200 so far. Coupons will be delivered in June

Upcoming Fundraisers:

- **Freezie Sale** – June 16th
- **Pantry Cleanout** – June 23rd

Ongoing Fundraisers:

- **Mabel's Labels:**
 - www.mabelslabels.ca - select "support a fundraiser", select "Swift" – PAC gets 20% on every order!
- **Bottle Depot:**
 - This is an ongoing fundraiser at any Return It location. Bring in your blue bags of empties, enter the schools phone number 604-853-7730 into the self serve kiosk, select how many bags you have, print the labels, stick them to the bag and drop them in the bin. The Return It staff will sort and count your items and the money automatically goes into the schools PAC account.
- **Cobs Bread - Gladwin location:**
 - Cobs will donate a portion of your purchase back to the school PAC and all you have to do is mention that you are with Thomas Swift Elementary.

Reminders:

- Please remember that if you are sending an etransfer to pay for any fundraiser, please ensure you note your child's full name and what the funds are for. If sending for multiple items, please itemize amounts and items.
- If you are sending payments via cash, please send exact amounts.

Hot Lunch Report – Keri Buxton

Updates:

- We have reduced our hot lunch vendors over the last couple of years. This year we only used 3 vendors. White Spot and Panago have been good to work with, but Red Robin was more unreliable. We discussed the possibility of using just one vendor for ease next year. Keri will look into this more, and possibly offer more options from that vendor.

Reminders:

- If paying by etransfer, please remember to send your payment at the same time you submit your order. Your child's order will be cancelled if payment is not made by the cutoff date.
- Volunteers are always needed on hot lunch days to distribute the food items to each student's desk. If you have completed your criminal record check and your annual volunteer forms, please sign in, grab a "Parent Volunteer" sticker and meet in the PAC kitchen at 11:30am on hot lunch days.
- Please sign up for a hot lunch account if you have not already done so. We use this platform for hot lunch orders, fundraiser, carnival ticket sales and PAC provided lunches in June. A

new account must be made every year for each student. Please visit thomasswift.hotlunches.net and use the access code **TAS**

DPAC Report – Amy Mackenzie

- There has been a lot of discussion around difficulties booking parent-teacher interviews, and time changes at certain changes. District staff are looking into it.
- BCCPAC AGM and Conference is in Prince George from May 23rd-25th
- BCEID and gaming grant application – Available online until June 30th
- Abbotsford DPAC has an inclusion rep and indigenous rep that can be a resource for PACs
- DPAC AGM is tonight

Staff Appreciation – Keri Buxton

- Melissa and Shelby organized a great staff lunch in May

New Business

- **Carnival planning update:**
 - We're set up with Clover as a payment system.
 - We're still short several 10x10 tents
 - We only have 34% of our current volunteer slots filled. If these are not filled, we will need to reduce or combine stations. Grandparents can volunteer as well. Criminal record checks are not required, we just ask that volunteers are family members or close connections of Swift students.
 - Raffle: We have \$4400 in prizes! The raffle will be done differently this year. Ticket sales will start in person at Carnival and continue online through www.taswiftpac.com until Thursday June 12 at noon. We will draw the winners June 12 at 2:00pm.
- **Suggestions for 2025-2026:**
 - The idea of having a parent rep from each class for PAC was suggested
 - We also discussed some possible items to fundraise for, as well as the possibility of doing fewer fundraisers if we don't have a big ticket item to fundraise for
 - Shannon shared that some of the most popular things for teachers and/or students have been field trip funds, classroom wishlist funds, games for classes, etc.
- **2025/2026 representative positions**
 - Hot Lunch: Cory Hull
 - Staff Appreciation: Callie Jackson
 - DPAC: Amy Mackenzie
 - Fundraising: **Unfilled**
- **Executive elections for 2025/2026:**
 - President – Keri Buxton
 - Vice-President – Melissa Tanner
 - Treasurer – Shelby Krunick
 - Secretary – Jennifer Russell
 - Motion to destroy ballots – Keri Buxton. All were in favour.

Reminders:

- Reminder to please send all your questions to the appropriate PAC email. Please do not personally message PAC execs or reps.

- Reminder when sending etransfers to please include your child(s) name(s), and a breakdown of what the funds are for. ie/ Jane Smith \$35.00 Swift Wear, \$15.00 Coupon Book, \$5.50 Dominos, \$8.50 Subway, \$8.50 White Spot.

Dates Of Note

June 4 th	Orders due for Panago on June 13th
June 6 th	Carnival
June 12 th	Raffle ticket sales end at 12:00pm – Winners drawn at 2:00pm
June 13 th	Swift Fun Day, Panago hot lunch, and Spirit Day – Tye Dye Day!
June 26 th	Last day of school and report cards home

Next Meeting & Adjournment

- Meeting adjourned at 8:16pm