

École Margaret Jenkins School

PAC General / Exec Meeting Minutes

Date: Monday 27 April, 2026

Where: Via Zoom

Attendees:

Carey Nickerson, Principal

Cheryl Isbister, Vice Principal

Stephie Hellard, Chair

Matthew Jackson, Treasurer

Marlow Sturgeon, Secretary

Megan Harvey, Member-at-large

Andrew Moll, Member-at-large

Kate Moll, Member-at-large

Sarah Taylor, Member-at-large

Heather Sanche, Member-at-large

Danielle Garber, Parent

Joe Day, Parent

Maggie Black, Parent

1) Welcome - Stephie Hellard

- Land acknowledgment - made
- Declare quorum - Quorum is met
- Introductions - made for Joe who is a first time attendee this

2) Approval of Agenda - Stephie Hellard

- approved

3) Approval of minutes of last meeting (March) - Stephie Hellard approved

4) Annual AGM - Stephie

- New Exec positions declared
 - Stephie Hellard elected as Chair
 - Matt Jackson and Danielle Garber elected as co-Treasurers
 - Marlow Sturgeon elected as Secretary
 - Members at Large:
 - Megan Harvey
 - Sarah Taylor
 - Joe Day
 - Andy Moll

5) Administration Update - Carey Nickerson

- School abuzz with Book Fair and student led conference planning
- Cross country winding down, track going strong
- Carey will go to be Principal at Northridge and James will return.
- 21 Divisions remain next year with two full FRIMM Ks and two full English
- Welcome to Kindergarten happening soon. Stephie will attend but not do a handout til fall.
- Grade 5 ceremony will be June 24 at a different time than Monterey's ceremony. Plans in the work.
- Concert for Mr Sorenson's students coming up
- Pro D on 15 May.
- Jump Rope for Heart - Carey will check if the organizer needs any help from PAC.

Cheryl Isbister

- Please see presentation slides below for the Indigenous Education Room
 - Exec voted to go ahead with some funding for this project. We'll look into how much when it's clear how much we made from WAT.

6) Treasury Report - Matthew Jackson (please slides below)

- Please see slides below
 - Grade 5s do not benefit from the WAT funds so we'd like to allocate some of the WAT funds for the Grade 5 leaving celebrations such as paying the ice cream truck.

7) Update on Previous / Current Events & Requests - Stephie Hellard

- Hot Lunch
- Plant Sale - Cancelled due to lack of volunteers
- Legacy Project
- Gaga Ball Pit
 - Very desired by the community. Stephie will look into moving this forward
- Parent Education Night
 - 18 or so people in attended and they really appreciated it. Positive Feedback
- Track & Cross Country Banner
 - Stephie will have this made up
- Neighbourhood Walking Maps
 - Looking into this
- BoardGame Cafe Night
 - Not as popular this year. Not a cost to the school
- Staff Appreciation Lunch - Friday May 8th - Liz Woodward
 - Has been hard to stay on budget due to price increases. There are now 45 staff up from 35.
 - It hasn't been booked yet.
 - We will increase the amount from \$600 to \$800 and include drinks.
 - Lauren and Stephie both available to help Liz set up and serve etc.
- Ultimate Frisbee - Matthew Jackson
 - We can contribute money for this - 150 per day for 3 days. Jill Doll will lead it.
- WAT *see below
- Chess Club
 - Joe is interested in helping bring chess back into the school by offering a club at lunch or similar.
 - Marlow will get a contact for Mr Churchill so we can ask about his boards.
 - Matt will look into if the Board Game Cafe can source chess boards
 - PAC is happy to fund this

8) Walk-a-thon update - Megan Harvey and Andy Moll

- Funds coming in slowly as we extended the date.
- We're at \$28,000 made so far!
- The day was really fun and felt very organized.
- Parent feedback:
 - Some wanted an online donation platform.
 - A suggestion for a t-shirt design that kids could enter
 - One parent complained their child was wet and unhappy so we could give a head's up to bring extra clothes
 - Teachers appreciated having two walks to separate the littles from the pre-teens

9) Outdoor classroom and funds - Stephe Hellard

- Meeting with Facilities
 - Quote was for \$188,459.00. They would not break down the cost further. The one at Hillcrest that looked the same as ours but it was not useable at current time due to improper permits being pulled.
 - Hillcrest also said that the quote from facilities was not accurate & they ended up having to pay more in the long run due to a path needing to be built etc.
 - They now have a pre-fab option that we are able to look into if we still want a building done
 - They cannot do it in phases. They would take 10 months build it.
 - We would need all funds in full according to facilities to proceed
- Parent/Caregiver Survey
 - 104 responded. 20% want to keep going. Of the 80% who want to go back to the drawing board, 80% wanted upgrades to other outdoor items, 15% wanted non-outdoor things.
- Vote regarding fund use
 - Vote to scrap the outdoor classroom structure and use the money for other outdoor spaces that are more feasible in cost and better promote regulated play: Passed.
 - We can move forward with picnic tables for the garden area. We will push it forward this year. Wait to see if the school receives a garden grant and where the need is prior to moving forward
 - Facilities also previously said they'd be able to build an amphitheatre into the rock hill in the north east corner.
 - The indigenous plant garden in the courtyard could also use picnic tables. There is asphalt there.
 - Carey might be able to change the outdoor classroom work order to the picnic tables in the system so that we don't lose our place in the queue.

10) Date of next meeting - Monday May 25th *last of the year*

11) Agenda items for next general meeting - Stephe Hellard

- WAT funds
- Outdoor learning spaces
- Spring picnic, 12 June

12) Adjournment - Stephe Hellard

Treasurer notes and Indigenous Ed Room Presentation below:

Indigenous Resource Room Presentation



**Year 1 - Proposal
For Indigenous
Resource Room**

Created by: Cheryl Isbister
April 2026

Stakeholders:

Out of School Care staff
Margaret Jenkins staff
Indigenous families
PAC

Our Vision:

Create a comfortable, updated space in the multipurpose room that will welcome students for many years to come.

This space is currently used by Out of School Care, presenters, small groups of students, Indigenous students, and sometimes whole classes. We want the furniture to suit all of these needs.

The furniture must be fire safe, wipeable, and approved by the district.

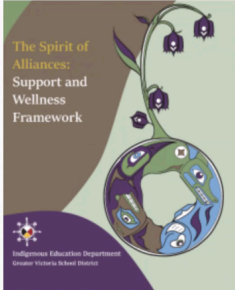
Wish List

In Year One, we'd like to add cozy furnishings to the half of the room that has the sink. In Year Two, we'd like to replace the tables and chairs in the other half of the room.

25-26 School Year (Year 1)
One round 7'7" carpet
One locking, rolling, supply container
One Elder's cozy chair
A variety of comfortable seating to seat 28 students. Much of this could be round sit spots.

26-27 School Year (Year 2)

Paint the room (District will do this free of charge)
Tables and chairs to replace the existing ones.



These are the colors we would like to ask the district to paint in our room

Carpet Options:



Spirit of Truth Rug, 7'7", Round
Item No. 702121
\$674.⁹⁸ Ships in 2-5 weeks (lead times vary)

Wheel of Life Rug, 7'7", Round
Item No. 704096
\$674.⁹⁸ Ships in 2-5 weeks (lead times vary)

*Supplier: Quality Classrooms

Carpet Options:



Serenity Brook Rug, 7'7", Round
Item No. 712289
\$674.⁹⁸ Ships in 2-5 weeks (lead times vary)

*Supplier: Quality Classrooms

Storage Options:

BC School District Supplier
Storage By Artcobell




Mobile Hinged Storage 3551/0 - 2 adjustable shelves
Size: 96" L x 15" D x 34" H. Price: \$1468.85
*Note we would have to add a lock to this model

Mobile Lockable Tall Storage Cabinet
Height 68" tall - 24" Deep
Model #ALLDS-3668 - 36" wide \$2032.15
Model #ALLDS-4868 - 48" wide \$2227.75

Mobile Lockable Tall Storage Cabinet
Includes file drawer - Height 68" tall - 24" deep
Model #ALTWTD-3668 - 36" wide \$2762.40
Model #ALTWTD-4868 - 48" wide \$3076.65


Seating Options:



OR -

Look for "used" similar Arm-chair through FB Marketplace or private seller

Price: ?

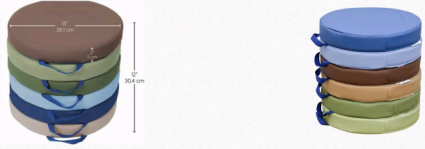
Available in: 

Quality Classrooms
Sense of Place Vinyl Upholstered Chair
(3 color choices - Grey, Sage or Taupe)
Size: 22 x 18 x 22" - seat height 11.5" - \$294.95

As We Grow Sofa & Chair
You pay \$249.99
* \$100.00 shipping fee (see 10011111)
Constructed with hardwood frame, dense foam padding & soft supported, vegan leather material. Comes with 6 wooden legs to increase seat height from 8.5 to 12.5".
Size: 24.5 x 18.5 x 24"

Scholar's Choice

Seating Options Floor Cushions:



Round Floor Cushions #15629 - Set of 6
Color: Earthstone - \$154.99
2" dense foam - 15" x 15", soft polyurethane cover - easy to clean, non-slip base

Woodland Floor Cushions (6-piece set)
2" thick - 12" x 12" w/ handle - wipe clean covers. \$ 259.95

Quality Classrooms

Seating Options:



Scholar's Choice

Softscape Ring Around Seating Set SKU: 004-10440RT
Free Shipping - \$899.99 (pack of 6)

Multi-piece set feature soft foam seats that can form a circle or be separate seating pieces. Polyurethane material that is easy to clean with mild soap and water. Non-slip bases. Certified flame-retardant regulations.
Set measures: 60" L x 60" W x 12" H

Seating Options (Log Style):



SoftZone Tree Stump Stools Floor Seating
3 pieces - \$273.99
Set of 3 different height foam core cushions, water resistant polyurethane vegan leather w/ non-slip base. Can be stacked for storage.



SoftZone Tree Seat Floor Cushions - 6 pieces \$199.99
Set of 6 foam core cushions, Greenguard Certified for low VOC's, CPSIA compliant. Commercial with certified flexible polyurethane foam. Non-slip base.

Model #	Description	Price	Model #	Description	Price
SS-4214	Square 18" 18" x 18" x 12" H	\$199.99	SS-4214	Rectangle 18" x 18" x 12" H	\$199.99
SS-4215	Square 18" 18" x 18" x 12" H	\$199.99	SS-4215	Rectangle 18" x 18" x 12" H	\$199.99
SS-4216	Round 18" 18" x 18" x 12" H	\$199.99	SS-4216	Rectangle 18" x 18" x 12" H	\$199.99
SS-4217	Round 18" 18" x 18" x 12" H	\$199.99	SS-4217	Rectangle 18" x 18" x 12" H	\$199.99
SS-4218	Round 18" 18" x 18" x 12" H	\$199.99	SS-4218	Rectangle 18" x 18" x 12" H	\$199.99
SS-4219	Round 18" 18" x 18" x 12" H	\$199.99	SS-4219	Rectangle 18" x 18" x 12" H	\$199.99
SS-4220	Round 18" 18" x 18" x 12" H	\$199.99	SS-4220	Rectangle 18" x 18" x 12" H	\$199.99
SS-4221	Round 18" 18" x 18" x 12" H	\$199.99	SS-4221	Rectangle 18" x 18" x 12" H	\$199.99
SS-4222	Round 18" 18" x 18" x 12" H	\$199.99	SS-4222	Rectangle 18" x 18" x 12" H	\$199.99
SS-4223	Round 18" 18" x 18" x 12" H	\$199.99	SS-4223	Rectangle 18" x 18" x 12" H	\$199.99
SS-4224	Round 18" 18" x 18" x 12" H	\$199.99	SS-4224	Rectangle 18" x 18" x 12" H	\$199.99
SS-4225	Round 18" 18" x 18" x 12" H	\$199.99	SS-4225	Rectangle 18" x 18" x 12" H	\$199.99
SS-4226	Round 18" 18" x 18" x 12" H	\$199.99	SS-4226	Rectangle 18" x 18" x 12" H	\$199.99
SS-4227	Round 18" 18" x 18" x 12" H	\$199.99	SS-4227	Rectangle 18" x 18" x 12" H	\$199.99
SS-4228	Round 18" 18" x 18" x 12" H	\$199.99	SS-4228	Rectangle 18" x 18" x 12" H	\$199.99
SS-4229	Round 18" 18" x 18" x 12" H	\$199.99	SS-4229	Rectangle 18" x 18" x 12" H	\$199.99
SS-4230	Round 18" 18" x 18" x 12" H	\$199.99	SS-4230	Rectangle 18" x 18" x 12" H	\$199.99
SS-4231	Round 18" 18" x 18" x 12" H	\$199.99	SS-4231	Rectangle 18" x 18" x 12" H	\$199.99
SS-4232	Round 18" 18" x 18" x 12" H	\$199.99	SS-4232	Rectangle 18" x 18" x 12" H	\$199.99
SS-4233	Round 18" 18" x 18" x 12" H	\$199.99	SS-4233	Rectangle 18" x 18" x 12" H	\$199.99
SS-4234	Round 18" 18" x 18" x 12" H	\$199.99	SS-4234	Rectangle 18" x 18" x 12" H	\$199.99
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SS-4246	Round 18" 18" x 18" x 12" H	\$199.99	SS-4246	Rectangle 18" x 18" x 12" H	\$199.99
SS-4247	Round 18" 18" x 18" x 12" H	\$199.99	SS-4247	Rectangle 18" x 18" x 12" H	\$199.99
SS-4248	Round 18" 18" x 18" x 12" H	\$199.99	SS-4248	Rectangle 18" x 18" x 12" H	\$199.99
SS-4249	Round 18" 18" x 18" x 12" H	\$199.99	SS-4249	Rectangle 18" x 18" x 12" H	\$199.99
SS-4250	Round 18" 18" x 18" x 12" H	\$199.99	SS-4250	Rectangle 18" x 18" x 12" H	\$199.99

Year 2 Furniture Options

Medicine Wheel
Adjustable
Table Set, 72",
Round, 22" - 30"
High
Price \$1794.95



Treasurer Report

Bank Account Balances – April 27, 2026

My Accounts

Personal **Business** Help >

ECOLE MARGARET JENKINS SCHOOL PARENT ADVISORY COUNCIL

Banking	\$48,742.34
COMMUNITY PLAN PLUS 9984 307152	\$42,935.68
COMMUNITY PLAN 9984 5205518	\$5,806.66
Investments	\$95,734.66
TRM 9900 8043466-00	
TD SPECIAL OFFER GIC 9900 8043466-02	\$74,107.33
TD SPECIAL OFFER GIC 9900 8043466-04	\$21,627.33

Hot Lunches

- Budget: Monthly Hot Lunches program: Est. profit ~ \$9,500 vs. 2024-25 Actuals of ~\$10,750
- Mar-Apr Hot Lunches (2) – \$7,919 revenue, \$2,368 profit
- Profit to date is \$11,762 vs. full-year guidance of \$9,500, so we're overbudget—plus one Hot Lunch remaining!
- Estimate ~\$1,200 additional profit for May
- Estimate ~\$12,962 full-year profit (~\$3,462 over budget)

Other Revenues

- 2026 Walkathon
 - Budget: \$20k revenue, \$12k profit (2024-25 actual profit \$22,648)
 - Actuals (so far): ~\$28k revenue, ~\$19k profit
- General fundraisers (Fall Dance, Coupon Book): \$3,522 profit
 - One-time donation to school library – \$1,500
 - General school fundraising – \$2,022 profit (Budget: \$2,800)
- Hoodies: \$5,215 revenue, \$1,238 profit (Budget: \$1,500)
- Spring Picnic

2025 WAT Funds

- Available Funds: \$22,648 (~\$15,000 allocated to date)
- Items funded:
 - Buttons, Origami paper, Lego figures, etc.: \$936
 - Rainbow balls & Jump ropes: \$1,095
 - Art Supplies \$1,000
- Items to be funded:
 - Stage Curtains: ~\$6,500 (spent \$1,425 for curtain fabric)
 - Basketball Rims: ~\$3,000 (spent \$108 for nets)
 - Sensory Equipment: \$1,000 (spent ~\$600)
 - Grade Five Ceremony: \$1,200
 - Gonzales Community Maps: \$200
 - Other: Ultimate Frisbee, Chess boards, etc.

Summary/For Discussion

- PAC currently has \$95,735 invested in two GICs with TD bank. We'll need to decide use for this money if the OLC doesn't move forward
 - Large GIC just renewed, will earn ~\$2,300 of interest between now and April 2027
- Outdoor spaces: Gaga Ball Pit, Picnic Tables in Garden, etc.
- Indigenous Learning Room/Multipurpose Room
- Activities: UVic Climbing Gym, Yoga Clinics, etc.
- PAC open to other ideas