

**École Margaret Jenkins School  
PAC General / Exec Meeting Minutes**

Date: Monday February 23rd, 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, Member-at-large  
Dana Felske, parent and stand-in minutes taker

1) Welcome - Stephie Hellard

- Land acknowledgment - made
- Declare quorum - Quorum is met as Dana Felske is attending
- Introductions - made

2) Approval of Agenda - Stephie Hellard

3) Approval of minutes of last meeting (Nov) - Stephie Hellard, Matt seconded

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

- Sarah asked about the GIC rates, Matt explained that they have reviewed the rates. It can also be difficult to adjust as both Matt and Stephie need to be present to make the change.
- The extra hot lunches have netted an extra \$4,000 which is above goal
- A discussion was had about ultimate frisbee and whether it might be a nice replacement now that the Chess instructor has retired
- It was recommended to ask the PE teacher directly as to how she feels about this option and whether it would impact prep time or teacher-taught gym time. Carey volunteered to reach out to the teachers. Matt will share the information with Carey. The suggested grades are for 4s and 5s. It could be possible to have Ultimate in place by this spring.
- A discussion was held regarding other options, such as dance, drama, yoga, maybe with a clinic from an organization such as Kaleidoscope or 4 Cats or the symphony. A list of suggestions will be compiled and considered.
- A discussion was held about a possible art grant and whether it would be easy and feasible to secure one

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

- Hot Lunch back to monthly only due to burnout for teachers and volunteers but June 5th will be added in
- Grade 5 Hoodies, Fundraisers & Legacy Project
  - Hoodies are now being made after being on backorder. Hoping for delivery prior to spring break. Approx \$1300 raised.
  - May 1st for boardgame event
  - Art legacy project - \$2000 - \$5000. Might be possible to fund at a different time due to expense. Aiming for \$1000 - \$1500 budget
- Countdown to Kindness raised 34 boxes/bags of donations and they were extremely grateful
- Previous Funding Items Discussed / Status
  - Balls / Skipping Ropes delivered to school, lots of positive feedback
  - Sensory Equipment: \$1,000 budget, \$600 spent so far
  - Basketball Hoops (rims & nets): Repairing rims, some already in progress
  - Track Banner: Stephie will be looking into this, and will touch base with the track coach
  - Curtains: Barb is working on this, taking some time because she has to find fire resistant fabric, might not be ready in time for the first concert
  - Parent Education Night - Reschedule - New Request: Stephie mentioned a presentation on anxiety that was beneficial as an option to consider. \$400 cost can come from gaming grant. Stephie will book it.
- Staff Appreciation Lunch - Rescheduled to May 8th Liz will spearhead it
- Walk or Wheel to School: Need to find more info on this as it seems to have fallen by the wayside in the city
- West coast Seeds & Hilltop Plant Sale
- West coast seeds is not happening this year, Jodi did not receive a response
- Hilltop plant sale is an option to move forward with

#### 6) Administration Update - Carey Nickerson & Cheryl Isbister

- School culture - black history month, Lunar new year celebrations, Ramadan - some students are participating and have a safe space to do so. Things feel more inclusive.
- \$150 spent on lego - figurines in particular for better cultural representation
- Hockey intramurals
- Leadership led the assembly last week
- Pink Shirt Day this Wednesday
- Food drive for Mustard Seed
- 'Kindness starts' - tree
- Spring concert - two shows in one day for Ms Awalt's classes and one for Mr. Sorensen
- Learning updates out March 13
- There is a reporting order in BC to receive updates about your child - 3 formal and 2 informal updates such as calls, emails - Carey is checking in to see how the current

system works for everyone. Comments from present parents were positive. Parents love the parent conference event to see the classroom and meet the teacher, although some feel it might be too early for the teacher to have gained enough knowledge of the child. They also love the student-led conferences, but one parent wished there was more teacher input to it.

- Registration has been strong for both French and English for next year; likely both full

#### 7) Outdoor Classroom Structure Update - Stephie Hellard

- Budget was shared and it will cost 170k. Work can be done in phases
- Many concerns shared regarding the fees - some line items need explanation
- Everything must come through facilities, ie, can not be piecemeal from various suppliers.
- The discussion is how to decide how to move forward - to make a decision as the committee, or to bring it to the parents for a discussion. If brought to the parents, what format- in person, or digital, etc.
- In terms of funding, it might take 4-5 more WATs to get enough funding.
- There is concern that with the length of time, momentum and excitement from the student body/parents will fade
- Cheryl pointed out that there are lots of opportunities in the vicinity to take the students outside without needing the classroom.
- Carey was curious as to if the GICs are for this project; Matt explained that the long term GIC is, but fluctuating interest rates does leave some unpredictability
- Parents shared her thoughts regarding the high costs and and would see better value in benches and tables, perhaps a sail to be pinned up when needed
- There's also concern that with the long timeline, will the next group take it on when these PAC members have left the community?
- The conversation appeared to lean heavily towards setting up equipment as a classroom option, and sharing this plan with the school community
- Going forward: Stephie will make some type of communication to parents to explain the situation and ask for other opinions and ideas
- Carey will email facilities about a small group meet up

#### 8) Walk - A - Thon Fundraiser - Megan Harvey & Andrew Moll

- Status quo this year in terms of how it will be run
- Friday April 17th
- Pledge packages should be sent home prior to spring break
- The question is outstanding about what the fundraising will be used for

#### 9) Funding Requests - Stephie Hellard

- Allocate remaining WAT funds from last year
- Gaming Grant Funds

#### 10) Date of next meeting - April 27th \*AGM at the start\*

#### 11) Meeting adjourned - Stephie Hellard

Treasurer notes below:

# Treasury update – February 23, 2026



## Bank Account Balances – Feb 23, 2026

### My Accounts

Personal

Business



Help >

ECOLE MARGARET JENKINS SCHOOL PARENT ADVISORY COUNCIL

#### Banking

\$44,827.88

COMMUNITY PLAN PLUS 9984 307152

\$35,557.34

COMMUNITY PLAN 9984 5205518

\$9,270.54

#### Investments

\$95,628.53

TRM 9900 8043466-00

TD SPECIAL OFFER GIC 9900 8043466-02

\$74,107.33

TD SPECIAL OFFER GIC 9900 8043466-04

\$21,521.20

## Hot Lunches

- Budget: Monthly Hot Lunches program: Est. profit ~ \$9,500 vs. 2024-25 Actuals of ~\$10,750
- Dec-Feb Hot Lunches (4) – \$16,027 revenue, \$5,469 profit
- Profit to date is \$9,394 vs. full-year guidance of \$9,500, so we're almost there—plus three Hot Lunches remaining!
- Estimate ~\$4,026 additional profit for March, April, and May
- Estimate ~\$13,420 full-year profit (~\$3,920 over budget)

## Other Revenues

- Fall Dance: \$1,831 revenue, ~\$638 profit
- Coupon Books: \$8,225 Revenue (240 books sold), \$2,884 profit
  - Funds to library – \$1,500
  - General school fundraising – \$1,384 of \$2,800 budgeted
- Plant Sale
- Spring Picnic

## 2025 WAT Funds

- Available Funds: \$22,648 from last year's WAT
- Spent (to date):
  - Buttons & Origami paper: \$658
  - Rainbow balls & Jump ropes: \$1,095
- Items to be funded:
  - Stage Curtains: ~\$6,500 (Spent \$1,407 for curtain fabric)
  - Basketball Rims: ~\$3,000 (Spent \$108 for nets)
  - Art Supplies: \$1,000
- Possible expenditures: Sensory Equipment, Indigenous Learning Room, Track Banner

## Summary/For Discussion

- PAC currently has \$92,328 invested in two GICs with TD bank
- Gaming Grant funds decision and options (~\$3,500 of Gaming Grant money previously allocated to Chess)
- Victoria ultimate frisbee, yoga clinics, etc.
- Outdoor Learning Centre decision and options
- Indigenous Learning Room decision and options