

# École Margaret Jenkins School

## PAC General / Exec Meeting Minutes

Date: Monday 25 May, 2026, 7pm

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

Sarah Taylor, Member-at-large

Liz Woodworth, Parent

Danielle Garber, Parent

Joe Day, Parent

Maggie Black, Parent

### 1) Welcome - Stephie Hellard

- Land acknowledgment made
- Declared quorum
- Introductions

### 2) Agenda approved - Stephie Hellard

### 3) Minutes approved from last month (April 27th, 2026) - Stephie Hellard

### 4) Update on Previous / Current Events - Stephie Hellard & others

- Spring Picnic planning has begun. DJ Am will play music. A new parent volunteer will help. 530-730.
- Last Hot Lunch will be 5 June.
- Grade 5 activities: The legacy project will be to support the elder chair. The other planning for ceremony is going well. Carey and Sarah will connect about decorations and location (courtyard vs basketball court).
- Gaga Ball Pit materials are on the way and will arrive next week to the school. Carey will coordinate with facilities about having it assembled.
- Track & Field Banner is available for pickup. Sadly it didn't come in time for the Zone meet but it will be in time for City finals
- Basketball Rims look great and we only had to pay for the netting.
- Staff Appreciation Lunch (Liz Woodworth) went really well. Panda Island was well received. They had a lot of vegan options. They appreciated the increase in funds. There was too much food so next year we'll order a bit less except pot stickers which we'll add more of. We'll probably stick with it next year. Door was decorated with heart notes of appreciation. Liz will also do that next year with more lead time.
- Chess program (Joe Day) got started with all 9 classes that were offered it. They're having 5 classes each and the kids seem happy. Joe got the chess sets right away. It's going really well. He hopes to do it next year depending on his work schedule. Carey added that feedback has been great.
- Walk-A-Thon (Megan Harvey) prizes will be distributed 12 June. Megan is collecting them at the moment. The prizes will be distributed by teachers. There are extra prizes to cover any mistakes. Parents should be directed to the PAC email to rectify errors. Andy is organizing the pizza lunches for

### 5) Administration Update - Carey Nickerson & Cheryl Isbister Rolston

- Carey and Cheryl expressed their gratitude for all we do.
- Indigenous Room

- Cheryl is speaking to the IED department to find out if there's permission to use local nation's language written in the room.
- She is ready to begin purchasing more items. They've already purchased the carpet and bookshelves.
- See the April minutes for photos of what they'd like to buy.
- Stephie totalled it as around \$5200 and a \$6000 budget is what we'd agreed on so there's enough to get plenty of the stump cushions.
- We reiterated that Cheryl should come back to us if she has more needs as we do have more funds if necessary.

6) Treasury Report - Matthew Jackson

- Please see below slides.
- Carey mentioned that many aspects of the outdoor play spaces are aging and will need replacement so be careful not to spend all our money on small projects as they playground equipment will be big ticket prices.
- The playground funding will be shared between District or Province and PAC. There are grants too.

7) Allocation of excess funds from this year - Stephie Hellard

- Agreed to hire a face painter and spend \$500-\$600 on lawn games for all events
- Carey will let us know if there are families that need grocery cards to get through summer. The school also has money from a program to help families. She'd be grateful if we share if someone needs help that we know of.

8) Items for summer / Next school year

- Outdoor ecological lab funds

9) Date of next meeting - TBD in September

10) Adjournment

Treasurer Report Slides:

Bank Account Balances – May 25, 2026		
My Accounts		
	Personal	Business
ECOLE MARGARET JENKINS SCHOOL PARENT ADVISORY COUNCIL		
<b>Banking</b>		<b>\$49,757.32</b>
COMMUNITY PLAN PLUS 9984 307152		\$43,950.66
COMMUNITY PLAN 9984 5205518		\$5,806.66
<b>Investments</b>		<b>\$95,734.66</b>
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

- Hot Lunches program 2024-25 profit of ~\$10,750
- Profit to date for 2025-26 is ~\$13,000 vs. full-year guidance of \$9,500, so we are overbudget
- Still have June Hot Lunch
- Estimate ~\$14,000 full-year profit (~\$4,500 over budget)

## Fundraising Overview

- 2026 Walkathon
  - Budget: \$20k revenue, \$12k profit
  - Actuals (so far): ~\$29k revenue, ~\$21k profit
  - Raised ~\$9k more than budget
- General fundraisers (Hot Lunches, Fall Dance, Coupon Book):
  - Budget: \$12.3k profit
  - Actual (so far): ~\$16k profit
  - Raised ~\$3.7k more than budget
- Spring Picnic: Budgeted \$300 profit, but no longer necessary. Plan to use \$1k of 2025 WAT Funds to enhance event.

## Grade Five Committee

Grade Five Committee	Funds In/Out
Gaming Grant (Camp Thunderbird)	\$1,500.00
Hoodies	\$1,238.11
Board Game Night	\$664.62
2025 WAT Funds (Ice Cream Truck)	\$1,200.00
Grade Five Legacy Art	(\$750.00)
Year-end Ceremony	(\$950.00)
Ice Cream Truck (YE Ceremony)	(\$1,200.00)
<b>Total Contribution to Thunderbird:</b>	<b>\$1,702.73</b>

## 2025 WAT Funds

- Available Funds: \$22,889 (~\$20,330 allocated to date)
- Categories (funding allocation):
  - Art Supplies.: \$1,810
  - Sports: \$1,590
  - Games/Activities: \$1,730
  - Events: \$2,200
  - Stage Curtains: \$7,000
  - Multipurpose Room: \$6,000
- Still have ~\$2,560 remaining from 2024-25 WAT Funds

## 2026-27 Budget Projection

EMJS PAC Budget 2026-27	Revenue/Expense	Notes
Hot Lunches	30,000.00	2025-26 Actual ~\$43,500
Walk-a-thon	20,000.00	2025-26 Actual ~\$29,000
General Fundraising	12,500.00	Fall Dance, Coupon Books, Board Game Night
Grade Five Committee	5,000.00	2025-26 Actual
Gaming Grant	9,000.00	
Miscellaneous	1,000.00	2025-26 Actual ~\$1,500 (Kickback programs)
GIC Interest	2,700.00	
<b>TOTAL Funds Available:</b>	<b>\$80,200.00</b>	
Extracurricular Enrichments	10,200.00	2025-26 Actuals ~\$9,200 (No Chess Expense)
Art Supply Room	1,500.00	2025-26 Actual \$1,500
Classroom Funds	9,000.00	2025-26 Actual \$7,500
Hot Lunch Expenses	20,500.00	
WAT Expenses	7,000.00	Lunches and other fundraising expenses
General Fundraising Expenses	7,500.00	Fall Dance, Coupon Books, Board Game Night
Grade Five Expenses	7,300.00	
Miscellaneous Expenses	3,100.00	Staff Luncheon, PAC Admin, Parent Night, etc
<b>TOTAL Expenses:</b>	<b>\$66,100.00</b>	
<b>Year-end Anticipated Surplus (Before WAT Funds)</b>	<b>\$14,100.00</b>	
2025 WAT Funds	2,560.00	Not spent in 2025-26
2026 WAT Funds	21,000.00	
<b>Year-end Anticipated Deficit</b>	<b>(\$9,460.00)</b>	

## Summary/For Discussion

- PAC currently has \$95,735 invested in two GICs with TD bank.
  - Large GIC just renewed, will earn ~\$2,300 of interest between now and April 2027
- Decided not to pursue Outdoor Structure, so will consult school community in 2026-27 to decide best use of these funds
- Currently have ~\$72,700 after earning \$3,036 interest (Feb 2026 GIC), plus spending \$12,934 on Gaga Ball Pit
- Picnic Tables in Garden, etc.
- EMJS Sports Jerseys
- PAC open to other ideas