

Armstrong PAC Meeting - June

Date: TUESDAY, June 16, 2026

Time: 6:30-8:00

Land Acknowledgement

Welcome and Introductions

Parent Education: Brett Boland, Community Coordinator, City of Burnaby: Information Session on Community Services

1. Fair Play Program - Provides equitable access regardless of financial circumstances. Free BeActive Pass and \$500 per child credit towards registered activities. Must meet criteria on their website:
<https://www.burnaby.ca/services-and-payments/seniors-and-family-support/fair-play-program>
2. Grade 5 BeActive Program - Free pass includes driving ranges, pools, arenas, community centers. Any Gr 5 student eligible.
3. Preschool and after school surveys to guide Winter/Spring programming
 - a. [Burnaby After School Program Survey](#)
 - b. [Preschool Program Survey](#)
4. Free/low cost activities (see City of Burnaby website):
 - a. \$20+tax for Summer Fun Pass, kids age 5-18 years old
 - b. Playground/wading pool activities. Includes crafts, sports, games, story time
 - c. Family Games Nights
 - d. Art in the Park
5. Registration for Fall programs is August 10th

New Business:

1. Principal Update
 - a. Exterior washroom doors have been outfitted, now unlock at recess
 - b. Next year adjustment to bell schedule
 - i. Add 3 instructional minutes, shortening lunch recess by 3 minutes. Will be updated on website in Fall 2026
 - c. First round of class loading completed - currently 20 divisions for Fall 2026 but can change

- d. Staff changes for next year
 - i. Ms Ma leaving, hired Ms Davies
 - ii. Mr Kroeker retiring, won't be filling position (due to one less division next year)
 - iii. Ms Caruth back next year
 - iv. Mr Owen not returning - position will be posted for Gr 6/7
 - v. Ms Marks going on leave - position will be posted for Gr 6/7
- 2. Head Teacher Update
 - a. Thank you to PAC for sponsoring pickle ball
 - b. Planning for next year - wrestling and hip hop dance are being considered
- 3. Budget Update
 - a. No final numbers yet, until early July. But we are on track with the budget. Waiting for teacher reimbursements.
- 4. Past Event Updates
 - a. Sports Day
 - i. Suggestions for next year: need signs throughout school grounds to advertise concession
 - b. Fun Lunch
 - i. Successful Domino's fun lunch
 - c. Yearbook
 - i. Jocelyn and Reagan organized the yearbook. Jocelyn is willing to take this on for next year (Thank you!)
 - ii. Sold 167 books
 - iii. You can still order if you missed it, shipped to your house for \$7 shipping. Order open until end of July.
 - iv. This was not a fundraising activity, and we charged cost of yearbook only
- 5. Upcoming School Events
 - a. End-of-year staff appreciation
 - i. Donuts and wildflower seeds to plant in gardens will be in the staff room on last day of school
- 6. PAC role appointments:
 - a. Member-at-Large roles
 - i. Fun Lunch Co-ordinator Member-at-Large: Emma
 - 1. Co-coordinator: Melissa

- ii. Marketing / Communications Committee: Jocelyn
 - iii. Social Night Co-ordinator Member-at-Large: Faith
- b. Committees (chairs & members) - what we need
 - i. Fun Lunch Committee
 - 1. We would like additional people for fun lunch committee, so we can add more items (chips, cookies, juice boxes, items we can pick up from Costco), and order from additional restaurants
 - ii. Fundraising Committee
 - 1. Tasks including researching other fundraising initiatives
 - 2. Executing planned fundraisers (paper shredding, Purdy's, etc)
 - iii. Pancake Breakfast Committee
 - 1. Firefighters only able to come every other year
 - 2. Need people to reach out to other companies or community resources
 - a. 4 culinary schools in Lower Mainland
 - b. Second Street has grills that we may be able to use
 - c. 30-40 parent volunteers will be needed to execute
 - d. Faith to check suppliers for wholesale pancake mix cost
 - e. Check with Costco about donations
 - f. Tentative date Dec 11th
 - c. DPAC Rep: Sushma and Sandra will be co-reps
- 7. Fall Fair Timing/Planning
 - a. If we will be having this, we need to be planning over the summer
 - b. Approx 4-6 more volunteers needed for planning (not part of exec)
 - c. 10 people to execute the night
 - d. Review previous volunteer list
 - e. Tentative dates: Thursday, Sept 24th. Need to determine start time.
- 8. Fundraising project suggestions
 - a. After-school pop up concessions
 - i. Include items for parents (cold brew)
 - ii. Crumbl or Bak'd cookies?
 - iii. MaxFruit popsicles <https://www.maxfrut.ca/schools/>
 - b. Each grade donates items for concession

- i. I.e. Kindergarten - we ask if people can donate juice boxes, Gr 1 ask for chip donations, etc
- 9. Community event suggestions
 - a. Trunk or treat: tailgating trick or treat. Kids decorate their trunks. Businesses could also participate
 - i. Jen thinks it's okay to use the parking lot
 - ii. Potential date: Fri, Oct 30th
 - b. Glow dance party, with black light, neon clothes, music
 - i. Candy bags, popcorn donation from Cineplex, end of day Cob's baked goods
 - c. Welcome Back Tea
 - i. Reach out to Cob's the night before for end-of-day baked goods

Q&A Period:

Suggestions to get more people involved in PAC:

- Morning meetings so people doing dropoff can attend - make it a social thing
- Use sign-up website so people can sign up for specific tasks / time

Call for Motions:

Next Meeting: September 2026

Meeting Adjournment: