

RLC PAC Meeting Minutes- (January 14th 2026)

ATTENDEES		
Jill Kryski -Chair	Chantelle McMaster	
Tiffany Hayward-Co Chair	Kelsey Hamm	
Diane Koehn- Treasurer	Beckah Proutt	
Andrea Bardeck- Secretary	Mrs. Gorman - Principal	

Location: RLC Library 5990 Todd Rd

Call to Order: 6:03pm

1. Welcome, Introduction and Guests

2. Minutes of previous meeting (December 8th 2025)

- Motion to adopt minutes as presented: Jill second Beckah voted carried by all in favour

3. Correspondence: Pac received the community donation from the Christmas light display \$551.58. Mrs Gorman will organize the making of a thank you card by students. Randy and Janice have offered to host this fundraiser for PAC again next year.

4. Treasurer's Report (Diane)

- Bank account balances to the end of December:
 - General chequing account: \$44, 260.98
 - Gaming account: \$16, 819.24
 - Bike account: \$1511.75
- Money in RLC safe: a deposit of the majority of cash earned through the fall was made Dec 19th, 2025. \$3616.50 deposited
- \$215.50 left in safe as a float for future events
- \$551.58 currently in safe and awaiting counting and deposit from the Christmas light display donation.
- **Total = \$63,359.05**
- Pending Approvals: -Will be discussed throughout the agenda

5. Staff requests: Recently Approved/Awaiting Approval

- Recently Approved:
 - Ngo/Lam/Beattie (k/1) \$464.16 to pay for bus for 3 trips to Rivercity Gymnastics
 - Huffman/Klymchuk (4/5) \$375.09 to pay for the bus to Stake Lake.
 - Due to timing of requests and when field trips were occurring the PAC executive voted unanimously to fund these requests from the allotted field trip budget.

- Awaiting Discussion:
 - Wilmot/Bozek (1-2/3) 42 students to Kamloops Gymnastics and Trampoline 3 times: Total \$1458, \$34.71 per student. Request for \$759/\$18 per student plus the \$60 school fee.
 - Motion to approve Wilmot and Bozek request: Jill second Chantelle vote carried by all in favour. Funds will come from field trip budget.
 - PAC has spent approximately 2/3 of the allotted field trip budget.

6. Administrator's PAC Meeting Report

- Please refer to Appendix 1 to read the full Administrator's Report from Mrs Gorman and Mrs Leggett.
- PAC will make a Face book post about new jersey's arriving and kindergarten registration
- Estimated 48 new kindergarten students for 2026/2027
- SPARK will have 3 sessions and run after school this year PAC will attend May session with informational handout and wristbands for carnival

7. DPAC Update (Heidi)

- No December meeting, next meeting is January 20th

8. Committee Reports

- Hot Lunch (Sonia): Winter session hoping to be opened next week. PAC will make a facebook post when ordering is open
- 2025/2026 Fundraising/Events
 - Elf sale (Dec 16th): was a success. Profit \$1411.95 and left over items were donated to salvation army.
 - Pancake lunch (Dec 18th): Overall day went very smoothly. PAC still waiting for confirmation if Pancake mix rebate will be accepted. Thank you to all our amazing volunteers who showed up for our December events.
 - Staff Appreciation Luncheon (January 28th): Jill and Diane leading planning. This year's meal with feature soups, breads and salads. Lunch will begin at 11:45. Library set up to start at 11:00. Will post on facebook for more helping hands and desserts donations.
 - Winter fundraiser: PAC will proceed with Make it Sow seed fundraiser, bundles of seeds can be purchased and PAC will receive 45% of the profits. Heidi has volunteered to run this fundraiser. Hoping to launch as soon as possible
 - Raffle: due to the workload involved and not having a major project to fund at the moment PAC may not host raffle this year. Waiting on the

district to provide a quote on how much trees will cost for the kindergarten playground to make the final call.

- If raffle dose not proceed PAC is exploring some new fundraisers for the spring: Coffee, plants, produce boxes, Mom event (Yoga, Pub night) and Spaghetti Dinner (Last held April 25th 2024 profit was \$1267) were discussed.
- Carnival (May 28th): Planning will start in February.
- Chantelle is sourcing prizes and aiming to make 350 new bags (we have 193 left over from last year)
- Food trucks have been confirmed and PAC will offer a pre order option.
- Inflatable Jumping Jax will be used again PAC considering different options than last year.
- Dallas Baptist Church will return with games again
- Silent auction letter requests will be sent out soon. Looking for another volunteer to help organize.

9. Other

- K/Primary playground shade project: trees are looking promising PAC is waiting on the district to provide a quote to move forward.
- Yearbook (Denise and Chantelle): Creation is under way
- Rubiks Cube club: PAC will ask for community donations
- Succession Planning: The current executive is starting to age out of the school. For the 2026/2027 school year a treasurer and co-chair will be needed. If the executive positions are not filled the PAC will cease to exist. A facebook post will be made outlying general responsibility of executive roles to hopefully encourage new involvement.

10. Next PAC Meeting: Wednesday February 11th 6:00pm in the RLC Library

Meeting Adjourned: 7:46pm

APPENDIX 1: (January 14th 2026) Administrator's PAC Meeting Report

Thank you PAC for the Pancake Breakfast on the last week of school. Students loved it. Thank you also for the new jerseys that have arrived in time for basketball! They are amazing!

Basketball try outs have resulted in four teams being formed as well as 4 separate intramural teams that will play on various days at lunch. Thank you to our parent coaches, our teacher sponsors, Mrs. Leggett, Mrs. Dagg and Mrs. Anderson for all of their hard work in organizing the teams/drivers/permissions etc.

The Grade 6/7 students are heading to Sun Peaks for two days of ski lessons and fun on Jan. 15 & Jan. 16. Thank you to Mrs. Strom and Mrs. Dagg for all of their work in coordinating this.

Kindergarten registration will be happening Feb. 2-6 for the 2026-2027 school year. Please come to the school with Birth Certificate, Care Card and Proof of address for your child that week. Information will be shared in the package for the SPARK (Strong, Prepared and Ready for Kindergarten) sessions with our Kindergarten teachers. These sessions will happen after Spring Break and we would love to have all of our new RLC Kindergarten students there!

More information about Kindergarten registration is found here <https://www.sd73.bc.ca/en/our-district-board/register-for-school.aspx>

Criminal Record Checks....get them done now if you want to help out with Spring time field trips etc.!

- No cost to complete
- Results are sent directly to Mrs. Gorman by email.
- Apply online: justice.gov.bc.ca/criminalrecordcheck
- RLC Access Code: 6APMFU9WKD
- You will need the BC Services App to verify your identity

We wish Jo Leggett well in her work at Haldane Elementary for the next month. She's an integral part of the RLC/Westwold school community and we will miss her but know that she is going to make an impact on that school community in a short period of time. We will welcome Mike Koppes to RLC/Westwold as the interim Vice Principal for the next month.

Thank you, Cath Gorman and Jo Leggett, Principal and Vice Principal