Torquay Parent Advisory Council

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Minutes for TPAC Meeting October 13, 2026
Chair: Rebecca Roff
Notes: Kara Erskine

Attendance:

PAC Executive					
R	Kelly Boxhall	✓	Kara Erskine	✓	Megan Mendelson
✓	Erin Nagle	✓	Rebecca Roff	R	Charlayne Robinson
Administration					
✓	Petra Eggert	✓	Emma Marley		
PAC Members					
✓	Shandel	✓	Sean	✓	Kat
✓	Amit				

Opening

- Call to Order at 6:04pm by Rebecca
- Land acknowledgement by Rebecca
- Motion made to adopt September 15th meeting minutes by Rebecca and seconded Megan
- Motion made to adopt the October 15th agenda by Rebecca seconded Megan and Erin

Communications Update

- Charlayne sends her regrets
- Shannon Moryson has volunteered to support website updates
- Dan will continue to be the technical lead and Shannon will be responsible for updates (update agendas and minutes, embedding school calendar, consolidating PAC info to one page, adding PAC volunteer links etc)
- Megan noted she has a list of emails of people who are willing to be contacted by PAC
- Masini, Kruger, Cristini & Garat do not have class reps – Megan will continue to email and asks for reps – Megan can compile list of contact information for these 4 classes and will send to Rebecca who will send out information as needed
- Emma noted that it would be helpful for teachers to be bcc'd on communications sent out by class reps Megan to include in communications to class reps

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Financial Update

- Kelly sends her regrets
- Update provided from Kelly via email:
    - Total Available cash $60,881.32. This includes school held funds.
    - Note: does not include liabilities for the rest of the year (basically Fun Lunch orders vs timing of orders). Delta in month is approx. $17k - headlines below.
    - Gaming Grant deposited = $5920. Need to submit Gaming Account Summary Report (GASR) - target by end Oct.
    - Donation Drive target met; current total $2,552, against target of $2,500
    - School Held Funds 26/27 - target to get cheque issued this week (should be $2,142; to be confirmed)
    - Halloween Howl sales - currently $3,646. No expenses coming through yet for this event.
    - Aside: We came in on budget for Welcome Event
- Request from Ms Apa to support fun lunches for families, 9 meals per month for a total of $630, unanimous vote in support
- Erin reviewed available grants, many are not available in Canada this year, the Go Grant is available, however some teachers apply for this Petra and Emma to confirm if any teachers are applying for the Go Grant before proceeding
- 50/50 collection is currently at $1555

Events Update

- **Walk and Wheel – Completed**
- **Halloween Howl – October 29, Ashley & Liz**
    - 22 tickets remaining
    - Ashley and Liz send their regrets, no updates although they can be contacted with any question
    - Petra to ensure 6pm start time is communicated
    - Megan to make a giant check for the 50/50 presentation
    - Megan made 50/50 sign that will be hung in the hallway, to be updated in morning or end of day by PAC Exec
- **Fun Lunch**
    - Erin has asked Ashley for data for analysis
- **Movie Night – November 26, Ashley, Erin & Megan**
    - Gym has been booked
    - Communication will not go out until after the Halloween Howl
    - Ticket sales in advance through Fun Lunch
    - Plan to sell food tickets in advance, consider selling small, medium and large pizza vs by the slice
    - No additional custodial services are required
    - Will require volunteer call out for set up, clean up, food services
- **Board Game Night – April 30**
    - Gym is not available April 30
    - Could use Library and additional classrooms or explore a different date in April that the Gym is available. It is unlikely that there will be another night the Gym is available.
    - Interactivity Board Games may have some availability
- **Purdy's chocolate – Ashley**

  - Will start in November
- **Spirit Wear – Rebecca**
  - Will run in November so that they are ready for winter break
  - Agreement that this will only run once this school year
- **Created By Kids**
  - Will take place in November and will try to align with Purdy's and Spirit Wear distribution
  - Kids will do one at school, additional pages will be available upon request
- **McTavish Art Academy – Art Kits**
  - Could run at the same time a Spirit Wear/Created by Kids/Purdy's
  - General agreement this would likely cause fundraising fatigue, recommendation to do closer to summer break or spring break
  - Amit suggested we provide a preview of upcoming fundraisers so parents can plan accordingly
- **Mitchell's Soup – Kara**
  - Reviewed details of fundraiser
  - Group agreed to run the last 2 weeks of January for distribution in February
  - Kara to set up
- **Garden Works – Erin O**
  - Run before Spring Break
- **Should we establish sub-committees/leads for:**
  - 50th Anniversary
    - Petra provided an overview of the event - will be done during the timetable, Grade 5s to serve tea, choir performance, opening and closing statements
    - Discussed PAC participation – funding, coordination for rentals (tea sets, napkins, table setting), decorations etc
  - Grade 5 Celebration
    - Petra and Emma to approach staff RE off site Grade 5 celebration ie WildPlay, Day at Camp Thunderbird, Dragon Boating
    - Revisit next meeting
    - 63 Grade 5's in split classes
  - Walk-a-thon
    - Re-visit next meeting

School Admin Report

- Feels like a good start to the year
- Pro-D in September focused on the review school goals – improving student writing outcome, planning structure and unstructured talk before moving to writing. Coaching cards gifted by the district representing right brain and left brain. Collaborated in teams about strategies for the year.
- Focusing on emergency preparedness
- Next Pro-D is provincial, November will be Indigenous based
- Cross country is underway

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- Remembrance Day assemble next month, will be inviting veterans from community
- Let's get visible day – new day because lack of time zone change, kids will wear lightest and brightest clothing

Town Hall/New Business

- Road Safety & Rules
  - Erin is pursuing speed humps outside the school – has spoken to civil engineering and police. Will continue to pursue and leverage PAC email list to support
  - PAC to pursue more no parking signs for drop off area
- Ready Set Kids Home Alone course:
  - 4 hour program that can accommodate 20-30 students, 8-12 years old
  - Cost of $42
  - Rebecca to follow up on available dates at times to review in future meetings
  - Target April, will need to book Library
  - Consider running 2 groups if there is interest
- Online meetings 2026/2027:
  - Group agreed to continue with in person meetings
- Comfort Kit Donations:
  - Megan and Emma to brainstorm list to send out via classroom reps, to be brought in to classroom
  - Do collection after Christmas

VPAC

- Communication from Sean has been sent out via Class Reps
- Key info:
  - Report about violence in schools , chair is running weekly working groups with quarterly meetings. Contact info is in info sent out via Class Reps for parents interesting in participating in the working group.
  - Report on policy 5145 about school liaison officers – concerns raised that students were being questioned by police without parent or lawyer involved
- Voting day for trustees is October 17th
- Add links to VPAC meetings on our website – 3rd Thursday of every month

Meeting Adjourned

- Meeting adjourned at 7:51pm by Rebecca

Action Items

- Megan to compile list on contact information for 4 classes that do not have Class Reps and send to Rebecca who will support communication for now (Masini, Kruger, Cristini & Garat)
- Megan to ask Class Reps to BCC teacher on communications
- Petra and Emma to confirm if any teachers are applying for the Go Grant

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- Megan to make a giant check for 50/50 winner presentation at Halloween Howl
- Rebecca to follow up on Interactivity Board Game and Gym or Library availability and recommended date for Board Game Night
- Rebecca to document list of upcoming fundraisers for distribution to parents
- Petra and Emma to discuss off site Grade 5 celebration with Grade 5 teachers
- Rebecca to pursue no parking signs for drop off area
- Rebecca to follow up on available dates/times for Ready Set Kids Home Alone course
- Megan and Emma to brainstorm list of ideas for Comfort Kit donations