



École Moody Middle School of the Arts

PAC MEETING MINUTES

Wednesday, October 1, 2025 at 6:30pm in the school
Library

2025-2026 PAC Executive Members Present:

Brenda Van Hemmen Chair
Jillian Eaton Treasurer

Carlea Wolf Member at Large
Federica Pritz Hot Lunch Coordinator
Alisa Nelson Secretary

Regrets: DPAC Representative **Jenn Rodriguez (attending district PAC meeting)**

Principal: **Tamara Banks**

Parents present in person:

Tiffany Iliescu
Kimiko McDonnel

1. Call to Order - 6:36pm by Brenda

2. Land Acknowledgement (Carlea)

3. Approvals:

- Budget – Jillian
 - See Draft attached
- Revenue
 - Spirit wear sales will be held off until the school new logo is ready
 - Need to follow up with Port Moody Liquor to determine how much money has been collected from liquor sales and owed to the PAC.
- Expenses
 - Good ballpark with estimated expenses
 - PAC will revisit the budget in March to see how we are tracking
 - Field Trips? \$200 per division doesn't really cover cost per student (maybe \$6 or \$7). Tamara is asking that the field trip funds be available to apply school wide rather than per division. Mikayla (secretary) to create a separate ledger in the event it's ever questioned where the money was spent and it won't exceed the \$3k budgeted expense.
 - Sport Jersey budget – if there is any extra money, then it will shift to support athletics or music.

Budget approved: Federika– Approve Kimiko - Seconded

4. Principal & Vice Principal's Report (Tamara):

- Updates – 390 students

- All of athletic teams on the go - swimming, D&D, field hockey, chess, volleyball, etc,
- Choir and band on the go – squeak and squawk happened
- Halloween plans are currently being discussed
- Speaker to bring to the school – Belonging Centre indoor skatepark owner (Dave) – Motivational Talk
- Wellness Day - planned for spring – 3 team leaders on board
- PRO D date change (school wide) - from Fri January 23rd to **Monday January 26th** so that teachers can participate in the middle school conference (approved)

5. Events/Fundraisers:

- Sunoka Apple Fundraising Update - \$500 goal met. Apples to be dropped off to the school on Oct 29th
- Winter Fundraiser:
 - Poinsettia, Coffee, Purdy's (Carlea and Jillian) - Poinsettias to run parallel to the Purdy's fundraiser so they are available in December.
 - Working on timeline between order and delivery but targeting a delivery date first week of Dec.
 - Purdys Fundraising – opens on November 17th closes Dec 1st delivery Dec 11th.
 - Sharing logistics with Moody Elementary but each profit will be separated.
 - Coffee fundraiser to run in January or February.
- Donut/Hot Chocolate sales will be led by Federica and Jillian. Proposed dates to be sent to Tamara.
- Fundraising Letter (Carlea):
 - One time fundraiser notice to parents to be sent out but will also include all the fundraisers that EMMSOTA is running as well.
- Pizza Night - Emilio Finatti – Jillian reached out to get more information. No dates set yet.

6. Other business:

- Movie Night?
 - Parent Chaperoning required – 1 to 15 ratio (10 parents)/4 Teachers to lead and Principal.
 - No in and out privileges. Tamara to confirm the date (January or Feb) on a Friday.
- Cobbs Fundraiser? Federica to discuss details with Jenn about the date and timing of orders.

Meeting adjourned 7:34pm

Next Meeting: Wednesday, November 5, 2025 at 6:30pm in the school library

Moody Middle PAC Budget			SCHOOL YEAR: 2025-2026	
Level of difficulty to execute		easy (2-3 hours work)	medium (4-6 hours work)	hard (8+ hours work)
GENERAL ACCOUNT STARTING BALANCE		\$14,668		
GAMING ACCOUNT STARTING BALANCE		\$0	APPROVED OCTOBER 1, 2025 MEETING	
ITEM	BUDGET	2024-25 ACTUAL	COMMENTS	
Munchalunch	\$6,500	\$6,350	19 Hot Lunch dates: Dominos, Subway, Chopped Leaf, A&W, Loz Takos	
Movie Night	\$500	\$0	In January? By donation? Sell popcorn, and pizza? with free tickets on munchalunch	
World Cup Viewing Party	\$500		June 18 & June 24	
Sun Oka Apples	\$500	\$0	New fundraiser for EMMSOTA PAC	
Purdy's Chocolates	\$500	\$439	Christmas and Easter	
Poinsettia Sale	\$200	\$0	December - Joint fundraiser with Moody Elementary - NEW	
Hot Chocolate/Donuts Pop Ups	\$600	\$678	We did 2 pop ups 2024-25 (January \$410.75 & march \$297.60)	
Freezie Day	\$400	\$0	Suggest at lunch time? \$1/freezie?	
PM Liquor Store	\$500	\$0		
Pizza Night (2)	\$200	\$300	Perhaps try Emilio Finatti pizza night	
Gaming Grant	\$7,000	\$0	Estimate based on approx. 350 Students.	
Spirit Wear	\$0	\$174.0	Suggest not to run this year due to new logo and low profit from 24-25 yr	
Coffee Fundraiser	\$200	\$190.0	November?	
BUDGETED REVENUE	\$17,600			
ACTUAL REVENUE		\$8,131		
ITEM	2025-26 BUDGETED EXPENSES	2024-25 ACTUAL EXPENSES	REMAINING	COMMENTS
Field Trips - Classes/School	\$3,000	\$0		
Teacher School Supplies/Wish List	\$5,000	\$2,778		15 teachers * 200 - 4 explorations *500
Sports Jerseys - New Logo	\$7,000	\$0		Assuming Gaming Grant \$
Grade 8 Graduation	\$2,000	\$0		
Staff Appreciation	\$1,000	\$542		Suggest smaller events like pro d days coffee/treats covered throughout year rather than a big appreciation event?
Munchalunch Annual Fee	\$370	\$370		
Vancity e-transfer fees	\$60	\$29		Moving to reimbursement of teacher's receipts, anticipate more etransfer fees
Admin	\$100	\$0		Printing/postage misc.
Athletics	\$2,800	\$1,400		
Musical and or Music Program	\$3,000	\$0		
BUDGETED EXPENSES 2025-26		\$24,330		
PREVIOUS YEAR ACTUAL EXPENSES 2024-25		\$5,118		
ESTIMATED ANNUAL EXPENSES		\$24,330		
ESTIMATED ANNUAL REVENUE		\$17,600		
ESTIMATED END OF YEAR PROFIT/LOSS		-\$6,730		
PLUS OPENING BALANCES		\$14,668		
ESTIMATED 2025 -2026 CLOSING BALANCE		\$7,938		
Cover costs from previous 2024-25?		\$5,990		
ACTUAL CLOSING BALANCE		\$1,948		

District PAC Notes – October 1, 2025

Assistant Superintendent Report

- Enrolment slightly down overall from projection
- ELL and designation numbers of students up
- PowerPoint from Nadine Tambellini
 - What if... classrooms had personalized learning, were culturally responsive and built connections as a community locally and globally.
 - Need to invest in people, spaces, tech
- Students and parents will be asked to complete a survey in regards to this: Directions 2030?

PAC 101

- Each family is allowed one vote on resolutions (per family, not per child at the school)
- DPAC provides guidance to PACs
- All items to be voted on need to be attached to the agenda
- Standard constitution and bylaws template exists for PACs if any changes are needed

Treasurer 101

- Prepare one annual report: compare the budget set up at the beginning to what was actually spent at year end.
- At meetings report spending, the year-to-date compared to budget
- Record-keeping. Need to have a receipt for every single expense. All these need to be pre-approved. Two people need to be signatories for cheques.
- All cash from fundraisers to be counted by two people.
- When prepping a budget:
 - Priorities vs expenses
 - Anticipate money coming in
 - There needs to be consensus on what budget should be
- All money should have a purpose, there should not be fundraising for the sake of having \$\$ in the account.
- Gaming grant \$ needs to be spent in 3 years.
- Must have 2 bank accounts: general account (all money PAC raises) and gaming account (holds gaming grant which can be used for *extra*-curriculars)
- Gaming grants can be invested with PAC approval. Any interest earned needs to be included in year-end report.
- Need 3 signers on these accounts and put this into the minutes.
- Raffles etc require a gaming license. Need to be approved first, can take up to 3 months to get approved. There are [four classes of these](#), and they depend on various factors. (also report on gaming license at end of year if it's used)
- Keep a backup of your accounting information and records offsite