



**École Luxton School**  
**Parent Advisory Council Meeting Minutes**  
**April 29, 2026 @ 6:30 PM**

**Call to Order:** The meeting was called to order at 6:35 PM.

**Adoption of the Agenda:** Motion to adopt the agenda was made by Kim; seconded by Jill. All in favor.

**Approval of the Minutes:** Motion to approve the minutes from February 25, 2026, as amended, was made by Maggie; seconded by Mauritz. All in favour.

**Chairperson's Report:**

- Previous treasurer is still registered in the bank account. Will need to make another motion to remove him during the treasurer's report and will send the minutes to the bank.
- Bank has informed us that we need to roll all coins from fundraisers. Carissa and Maggie both volunteered to help.

**Administration Report:**

- Grades 7/8 boys' basketball finished.
- Arson awareness presentations – rooms 20, 23, 25, 26.
- Bullying and online safety presentations from the Winnipeg Police Services to all grades 5 to 8 students.
- Rooms 18 and 27 are participating in Future Cities program with two volunteer engineers (explained in March newsletter)
- Mobile Vision Care clinic came – glasses just arrived and will be distributed to those who ordered.
- Michif program made a Métis sash using a loom – write-up in April newsletter.
- Front doors to be installed May 8 to 10, 2026.
- Welcome to Kindergarten night coming up: spread the word!

**Executive Reports:**

**-Secretary Report:** Will attended the French Immersion Advisory Committee meeting May 7, 2026.

**-Family Room:** Mother's Day Tea is cancelled as Angie is dealing with family medical issues.

**-Treasurer's Report:** It is recommended by the Division that PAC financials be looked at on a regular basis. A formal audit is only needed if the PAC has a lot of transactions. A financial statement could be prepared by a volunteer instead. Simon volunteered to help with this.

**ACTION:** Austin to connect with Simon to provide him with all necessary financial documents to prepare a financial statement.

**Current accounts:** Account balances were not presented today. Austin will have them prepared for the next meeting.

The previous treasurer is still registered on the bank account. The Division suggested that the principal also be added as a signing authority.

**Motion to remove the outgoing treasurer, Jeffrey Leighton, as signing authority for the Ecole Luxton School PAC made by Jill; seconded by Austin. All in favour.**

**Motion to add the principal, Kerry Kutcher, as a signing authority for the Ecole Luxton School PAC made by Noreen; seconded by Courtney. All in favour.**

**ACTION: Jose sends the PAC meeting minutes to the bank in order to have Jeff removed as signing authority and have Kerry added.**

**-Fundraising Coordinator's Report:**

- Kernels popcorn fundraiser has been completed.
- Hot lunch is coming up tomorrow.
- Hummus fundraiser will be happening in mid-May.
- The cheque for the Moose fundraiser is on its way. The Moose organization believes they did not pay us for last year's fundraiser so unsure if the cheque that is coming will also include money from 2025.
- There will be a Nuburger hot lunch on May 22, 2026. The forms have already gone out.
- The link for the clothing store has also been sent out. It is possible to have the clothing store open a few times during the next school year.
- Completed the 50/50 for the grade 8 farewell.

**Motion to donate \$613.58 from the 50/50 to the grade 8 farewell made by Jill; seconded by Courtney. All in favour.**

- Would like to coordinate all dates for hot lunches further in advance next year. Also looking into ways to have lunches covered for students who cannot afford them (options for other families to sponsor a lunch, PAC to cover the extra cost etc.).
- PAC is trying to move away from accepting cash for fundraisers if possible (permission click, e-transfers etc.)

**-Committee Reports:**

- Austin would still like the playground committee to exist to help make suggestions to the Division. Unsure if the Division playground revitalization would only include the play structure area or if it would include the field area as well.

**ACTION: Kerry to ask for clarification from the Division regarding which areas of the school grounds they will address in the playground revitalization in 2027/2028**

**Old Business:**

- PAC website – still trying to determine if PAC should keep the current website. The cost for the basic version is \$288/year. If we wanted Square included it would increase the cost by an extra \$30/month. PAC does have a volunteer, Kim, who will be taking over the social media.

ACTION: PAC to put a request for feedback from families in the newsletter so that a vote on whether to keep the website or close it can be made at the next meeting.

**ACTION: Onyi to connect with Kim to provide her with all of the log in information for PAC's social media accounts.**

**New Business:**

- Nothing presented.

**Next Meeting:** May 27 at 6:30 PM in the library.

**Motion to Adjourn:** A motion to adjourn the meeting at 7:45 PM was made by Jill; seconded by Mauritz.

Minutes prepared by PAC Secretary, Reesa Swift