

Sorrento Elementary PAC Meeting Minutes

Date: September 22, 2026

Location: Sorrento Elementary School Library

Attendees

Heather Anderson, Caitlin LeDuc, Khaye Rufin, Kira Lutterman, Heather Gobbet, Rebecca Taylor Goode

1. Call to Order

The meeting was called to order at **5:20 PM**.

2. Approval of Previous Minutes

The May 2026 meeting minutes were presented for approval.

- **Moved by:** Caitlin LeDuc
- **Seconded by:** Kira Lutterman
- **Motion carried.**

3. 2026/2027 PAC Budget and Commitments

The following budget items and commitments were discussed:

- Read-A-Thon prizes
- Staff appreciation — **\$500 allocated**
- Cultural fees — **\$10 per student**
- Fireworks budget
- **Total annual PAC budget: \$15,000**

4. Principal's Report

The Principal provided an update on staffing, student learning, upcoming events, and school priorities.

Staffing

- The school currently has **12 divisions and 31 staff members**.
- There is currently a shortage of a Music teacher, with an additional PE teacher in place.
- The plan for next year is to have a dedicated Music teacher.
- Staff engagement continues to be described as spectacular.

School Priorities and Learning

- The current focus is on supporting everyone as they settle into the school year and continuing to build a strong sense of belonging.
- Grades 1–3 teachers are implementing the school's literacy program, **UFLI**.
- Grades 4 and above are onboarding a new literacy screening process using **DIBELS**. This will provide a clearer picture of student achievement and allow teachers to target instruction based on student needs.
- The school intends to use this data to support longer-term, data-driven planning.

Upcoming Events

- **Terry Fox Run:** Friday at 1:30 PM
- **Orange Shirt Day:** Tuesday, September 29, beginning with an assembly

The Principal plans to present the school's **School Learning Plan** to PAC at next month's meeting. This will include current school data and goals, as well as a discussion about how PAC can provide broader support.

5. Breakfast Club Coordinator

- The Breakfast Club Coordinator position is a **CUPE position** and will close for applications this week.
- **Five hours per week** will be allocated to potentially compensate a parent volunteer for meal preparation.
- Heather Gobbet will coordinate the Breakfast Club.

6. Call for Nominations and Election of Executive

The following PAC executive positions were nominated and elected:

- **President:** Rebecca Taylor Goode
- **Secretary:** Khaye Rufin
- **Treasurer:** Caitlin LeDuc
- **Lunch Coordinator:** Carrie Burton
- **DPAC Representative:** Kira Lutterman

7. Roundtable

No additional items were discussed.

8. Upcoming Meetings

The following PAC meeting dates were scheduled:

- October 14, 2026
- November 18, 2026
- January 20, 2027
- February 10, 2027
- April 21, 2027
- May 19, 2027
- June 9, 2027

9. Adjournment

The meeting was adjourned at **6:37 PM**.