

## Parent Advisory Council (PAC) Meeting Minutes

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**DATE:** April 23/25

**TIME:** 6:30 pm

**FACILITATOR:** Mandy Darvill, Secretary

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### **IN ATTENDANCE:**

PAC Executive: Mandy Darvill (Secretary), Jolene Featherstone (Treasurer), Tanya Smith (Chair)

Administrative: Tyler Baruta (Principal), Joe Frew (Vice-Principal)

Melissa Kelner, Martin Lavallee, Orisha Locke

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### **CALL TO ORDER / LAND ACKNOWLEDGEMENTS / INTRODUCTIONS / ESTABLISH QUORUM:**

- The meeting was called to order at 6:30pm by Mandy Darvill
  - Land Acknowledgements read by Mandy Darvill
  - Introductions of those in attendance took place
  - Quorum was established
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### **PRINCIPAL'S REPORT:**

- Vaisakhi Celebrations organized by Mrs Virk and Mrs Sidhu.
    - A wonderful celebration with lots of participation and engagement
    - Grade 5's were able to go to Abbotsford Middle School to celebrate there and it was a celebration of many cultures.
  - Grade 5 transitions to help our Grade 5 students prepare for middle school began a couple of weeks ago.
  - Godson Elementary School projected enrollment for 2025/2026 school year expected to decrease to 359 which will also mean a decrease in divisions. An enrollment of 359 students would equate to approximately 15 Divisions.
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### **APPROVAL OF PREVIOUS MINUTES:**

- **Approval of November 13/24 Minutes**
    - An amendment was noted by Tanya Smith that the PAC Executive attendees listing is incorrect.
      - Becky Dyck, President, was in attendance and needs to be added to PAC Executive attendees listing
      - Mandy Darvill, Secretary, was absent and needs to be removed from PAC Executives attendees listing
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- A motion was put forward to approve minutes from November 13/24 as amended above.
    - Moved by: Tanya Smith
    - Seconded: Orisha Locke
  
  - **Approval of February 26/25 Minutes**
    - A motion was put forward to approve minutes from February 26/25 meeting as written
      - Moved by: Mandy Darvill
      - Seconded: Jolene Featherstone
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**REPORTS:**

President Report:

- Going forward the report shall be referred to as the “Chair report” due to the wording change in our Bylaws and Constitution that was approved at the February 26/25 PAC Meeting.
- Executive working hard to fundraise
- Much effort has been spent on streamlining record keeping

Treasurer Report:

- PAC General Bank Account - \$ 3,238.06
  - Cheques had to be ordered. The cost was \$195.08 for 200 cheques and should last future executive for many years.
- PAC Gaming Account - \$34.60

DPAC Report: None presented

Fundraising Report:

Fundraisers for 2024/2025 Period – Activity since the February 26/25 PAC Meeting

<b>COMPLETED:</b>			
	<b>Name</b>		<b>Profit</b>
1	Book Fair (Feb 18-21/25)		\$ 1,450.00
	Booster Juice (Feb 28/25)		240.77
	Bottle Drive #2 (Mar 14/25)		185.30
2	Hot Dog Day (March 12/25)		304.80
	Purdy's #2		263.81
		<b>Total Profit</b>	<b>\$ 2,444.68</b>

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**Notes to Completed Fundraisers**

<sup>1</sup> The Scholastic Book Fair generated total sales of \$3,626.00. Instead of cash, the PAC received \$1,450.00 in Scholastic Book Credits as profit.

<sup>2</sup> Total sales from Hot Dog Day amounted to \$611.60, with expenses of \$306.80 fully covered by the PAC. As a result, the full \$611.60 in proceeds will be applied directly to reducing the cost of the Grade 5 field trip for families.

This decision was made in consultation with the Grade 5 teachers, with the shared goal of supporting students and helping to ease the financial burden on families.

**IN PROGRESS:**

Cob's Bread - Gladwin  
Oliver's Labels  
Spice Kitchen (Apr 28/25)  
Spirit Wear (Apr 28/25)

**UPCOMING:**

Neufeld's #2, May Hot Lunch (Subway)

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**OLD BUSINESS:**

- Bottle Drive
  - Noted that it was very helpful to have volunteers at the depot to sort this time, rather than just at the school like the previous one.
- Book Fair:
  - Sales totaled \$3,626 and we earned \$1,450 in book credits. We had left over credits
  - from last year.
  - Spent \$2,811 on books (229 books) to fill all teachers wish lists and books for the library

**NEW BUSINESS:**

- Teacher Appreciation Potluck – Monday, May 26/25
  - We want to celebrate our amazing teachers and all the hard work they do by organizing a special appreciation potluck! An email with details on how you can get involved will be going out soon.
- Community Grant Update
  - The Community Gaming Grant is \$20/student (approximately \$7,000)
  - Grant funding has not been received consistently since the 2021–2022 school year.

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- Grant application process changed this year for all PAC's and it now submitted online using a BCeID
- Godson's Grant application was submitted last week online by PAC Executive as per the new process
- The application period is April 1-June 30 but we won't find out until September 2025 if we were approved.
- May 2025 Annual General Meeting
  - Nominations will open April 30/25 for all positions (Chair, Vice-Chair, Secretary and Treasurer) and will be announced by email. You may nominate yourself or others.

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### **OPEN FLOOR:**

- Frequency of Fundraising
  - There was a discussion regarding the frequency of fundraising. Could parents pay in advance for a group of events instead of participating in individual fundraisers or hot lunches?
    - This is a priority goal for PAC and we are actively exploring food service programs such as Munchalunch, K12 Lunch and Hotlunches.net that will allow parents the option to pay in advance for hot lunches
- Grade 5 Dance
  - Discussion on how PAC can best support a Grade 5 parent-led event if it goes forward. Although the event wouldn't be led by PAC, ideas were discussed about how PAC can support the Grade 5 parents who want to organize it.
- Fundraisers
  - It was suggested that PAC run a bottle drive on Sports Day as there will likely be many empty water bottles on the field.
  - There was a discussion about the timing of fundraisers, suggesting that they be announced with more notice and, if possible, scheduled later in the month around the time when child tax benefit payments are issued, providing families with ample opportunity to participate if they choose to.

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### **NEXT MEETING AND ADJOURNMENT:**

- The next meeting will be the Annual General Meeting (AGM).
- AGM will be held May 21, 2025 in the LLC.
- Meeting was adjourned at 7:07pm