

# Parkland Elementary PAC MEETING MINUTES

January 15, 2026 @ 7:00 p.m. – 8:30 p.m.  
(Zoom only)

(noted generated by AI, which Samia cross-checked with her notes and merged)

## PAC Executive Officers

Chair: Danielle Bauer  
Vice-Chair: Christa Wilms  
Treasurer: Derek D’Andrea, not present  
Secretary: Samia Godoy (appointed)  
DPAC: Teri Beauchemin (appointed)

**NEXT PAC MEETING: February 19, 2026 @ 7:00 P.M. VIA ZOOM**

## Attendance

### Executive Officers:

- Danielle Bauer, Chair
- Christa Wilms, Vice Chair

### Voting Members:

- Sara Ballesteros
- Alex D’Andrea
- Janet Shimizu
- R. Caranoo
- Maryam Bolori

### Non-Voting Members:

- Sharon McKay, Principal

## Key takeaways

- The **AGM was postponed to May** due to lack of quorum and procedural requirements
- **The meeting was converted to a regular PAC meeting**
- **Fundraising activities** for the remainder of the school year were discussed, including treat days, hot lunch program, and seasonal fundraisers
- The PAC is planning to **allocate funds to teachers**
- **Upcoming events** include Valentine's Dance (Feb 11), iPad raffle (Feb 23-27), and Sports Day (June 12)
- **The Grade 5 leaving ceremony** planning is underway with fundraising activities approved

## Discussed topics

### Meeting Format Change

#### Details

##### Danielle:

- Explained that the AGM was incorrectly scheduled for January when it should traditionally be held in May according to the bylaws
- Noted they don't have quorum (5 voting members plus executives) required for an AGM

### 2025 Recap and 2026 Planning

#### Details

##### Danielle:

- Listed accomplishments including welcome coffee, in-person PAC meetings, parent surveys, 8 treat days, hot lunch program, pancake breakfast, seasonal fundraisers, hallway decorations, Christmas concert raffle, movie night, classroom wishlist, and class liaison program
- Outlined upcoming events including treat days (Jan 30, Feb 26, Apr 23), Valentine's Dance (Feb 11), potential Stay Safe Alone Home course (Feb 27), iPad raffle (Feb 23-27), Big Brother spring cleaning campaign (March), frozen yogurt days (March, May), movie night (Apr 23), and Freezy Fridays in June

#### Conclusion

- The PAC has accomplished numerous activities in the first half of the year
- A full calendar of events is planned for the remainder of the school year

## Seasonal Fundraisers

### Details

#### **Janet:**

- Reported Winter Parties fundraiser profit of \$1,104.14
- Proposed upcoming fundraisers including bottle drive, Big Brother spring cleaning drop-off (first week of March), Mitchell's Soup campaign (April 6-20), and Garden Works gift cards (April 10-23)

#### **Danielle and Sharon:**

- Expressed concern about running too many fundraisers simultaneously and overwhelming the parent community

### Conclusion

- The committee will discuss offline about potentially adjusting the schedule

## Treat Days

### Details

#### **Danielle:**

- Reported that 8 treat days have been completed with approximately \$3,000 raised
- Proposed reducing treat days to once per month due to volunteer fatigue and administrative workload
- Suggested moving to pre-sales only to simplify logistics

### Conclusion

- Treat Days will be reduced to once per month
- January Treat Day will be cookies on January 30<sup>th</sup>
- The PAC will try pre-sales only format for January

## Class Liaison Program

### Details

#### **Samia:**

- Reported that 7 parents have volunteered as class liaisons
- Noted that 5 classroom wishlist registries have been created and shared with parents

- Mentioned that WhatsApp groups have been created to facilitate communication within divisions

### **Conclusion**

- The program is working well for the classes that are using it
- Still looking for parent volunteers for divisions 4 and 7

## Hot Lunch Program

### **Details**

#### **Alex:**

- Reported \$1,272 profit for the winter session (5 lunch dates)
- Total profit for the year so far is \$2,792
- Plans to introduce Dairy Queen as a new vendor after spring

### **Conclusion**

- The Hot Lunch Program is performing well, on par with last year

## Principal's Report

### **Details**

#### **Sharon:**

- Described the district Literacy Center program being hosted at the school for Grade 2 students
- Announced a visit from literacy expert Matt Glover on February 12
- Mentioned upcoming hoop dancing program (\$3,500 cost) and 500 Words presentation (\$800)
- Noted upcoming events including Black History Month, Random Acts of Kindness, Pink Shirt Day, and Lunar New Year in February

### **Conclusion**

- The school is focusing on literacy initiatives
- The PAC will consider funding requests for the hoop dancing program and 500 Words presentation

## Valentine's Dance

### **Details**

#### **Danielle:**

- Noted the dance is scheduled for February 11 from 1-3pm

- Proposed selling glow sticks as a fundraiser during the dance

### **Conclusion**

- The PAC will sell glow sticks for \$2 each using pre-orders
- Minimal decorations will be used as the DJ provides stage setup
- Volunteers will be needed for setup and supervision

## Grade 5 Leaving Ceremony

### **Details**

#### **Sharon:**

- Mentioned Camp Jubilee has been booked for the Grade 5 leaving activity

#### **Christa:**

- Discussed selling bracelets and holding a bake sale as fundraisers

### **Conclusion**

- The Grade 5 committee can proceed with bracelet sales and a bake sale
- Grade 5 students will be involved in making posters and helping with sales
- Krispy Kreme sales will be conducted at Superstore, not at school

## Holiday Decorations

### **Details**

#### **Danielle:**

- Discussed decorating the hallway leading to the gym in December
- Suggested December 2nd for installation

#### **Sharon:**

- Provided guidelines: no flashing lights, nothing on sprinklers, non-denominational

### **Conclusion**

- Decorations will be installed on December 2nd
- Teri and others volunteered to help

## Challenges

- Balancing the number of fundraisers to avoid overwhelming the parent community
- Managing volunteer fatigue for Treat Days and other events

- Ensuring sufficient funds are available for teacher allocations and school programs
- Coordinating multiple fundraising campaigns in April (Mitchell's Soup and Gardenworks)
- Getting class liaisons for all divisions

## Action items

- **Danielle**
  - Meet with Derek to review financial position and determine teacher allocations
  - Send Sharon the list of confirmed event dates for external calendar
  - Coordinate with Christa regarding the Valentine's Dance glow stick sales
  - Contact Save-On-Foods about ice cream donation for end-of-year events
- **Janet**
  - Organize Big Brother Spring cleaning drop-off for first week of March
  - Consider Mitchell's Soup campaign (April 6-20) and Gardenworks gift cards (April 10-23)
  - Consider Community Value Books for September fundraiser
- **Alex**
  - Ask Derek to send updated financial information
  - Introduce Dairy Queen as a new hot lunch vendor after Spring Break
  - Provide Brianna's contact information from Save-On-Foods to Danielle
- **Samia**
  - Continue seeking parent volunteers for Class Liaisons for Divisions 4 and 7
- **Sharon**
  - Add Treat Days and events to the external calendar
  - Help coordinate Grade 5 students making posters for fundraisers
  - Research and potentially organize readathon fundraiser
- **Teri**
  - Attend DPAC meeting on January 28 and provide notes