

Parkland Elementary

PAC MEETING MINUTES

November 20, 2025 @ 7:00 p.m. – 8:30 p.m.
(Zoom only)

(notes 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 on this day, vote in at next AGM)
DPAC: Teri Beauchemin (appointed on this day, vote in at next AGM)

NEXT PAC MEETING (AGM): January 8, 2026 @ 6:30 P.M. AT SCHOOL

Attendance

Executive Officers:

- Danielle Bauer, Chair
- Christa Wilms, Vice Chair

Voting Members:

- Azin Selva
- Fariba Ebrahimi
- Janet Shimizu
- Nadiya Rahimpour
- Samia Godoy
- Teri Beauchemin
- Vanessa Silveira

Non-Voting Members:

- Sharon McKay, Principal

Key takeaways

- Samia Godoy was appointed as the new **PAC Secretary** and Teri Beauchemin as the new **DPAC representative**
- **Movie Night** is scheduled for next Friday with Christa coordinating; volunteers needed
- **Treat Days** have netted \$652 from two events in November with a projected \$1,200 for the month
- The **Gaga Ball Pit** installation invoice of \$1,578.69 needs to be reimbursed to the school
- **Purdy's fundraiser** has reached \$1,700 in sales with \$450 profit so far
- The **PAC Constitution and Bylaws** need to be updated and signed by current members
- **Holiday decorations** for the hallway leading to the gym will be installed on December 2nd
- **Next PAC meeting will be the AGM on January 8th at 6:30 PM, in person at the school**

Discussed topics

New PAC Executive Appointments

Details

Danielle:

- Announced Samia Godoy as the new PAC Secretary who will take meeting minutes and help with email correspondence
- Announced Teri Beauchemin as the new DPAC representative
- Explained that official elections will be held at the AGM in January, but appointments can be made by the executive in the interim

Movie Night

Details

Danielle:

- Movie Night is next Friday, coordinated by Christa
- Need about 8 volunteers for check-in desk and supervision
- Parents should bring water bottles for children instead of providing bottled water
- Parents should provide their phone numbers when dropping their kids off
- Will double up on popcorn that day, kids can bring candies, there will be popcorn handouts

Sharon:

- Confirmed she will attend the event

Conclusion

- Need to send a reminder about bringing only water bottles, no juices or slushies

Principal's Report

Details

Sharon:

- Reported on Pro D Day activities focused on STEAM and literacy
- Shared about a painter named Lauren who did directed painting with grades 4-5
- Announced upcoming planetarium visit on Wednesday and Thursday
- Mentioned the Lunchbox Theater production of Matilda next week
- Reported that the Gaga Ball Pit is very popular with students
- Requested reimbursement of \$1,578.69 for the Gaga Ball Pit installation
- Announced "Parkland Gives Back" initiatives including a giving tree and donations to SHARE
- Teachers suggested every day of the week will be a different theme to bring something to donate

Conclusion

- Invoice for Gaga Ball Pit will be sent to PAC email for SD43 reimbursement
- The school will organize holiday giving initiatives in December

Grade 5 Leaving Committee

Details

Sharon:

- Asked about forming a Grade 5 Leaving Committee for end-of-year activities
- Explained that last year Grade 5s went to Camp Jubilee while all Grade 4-5s went to Mundy Park
- Noted that if there's no parent interest, teachers will organize a combined Grade 4-5 activity

Danielle:

- Suggested sending an email to Grade 5 parents to gauge interest in forming a committee

Conclusion

- Sharon will send an email to Grade 5 parents asking for volunteers to form a committee
- If no parents volunteer, teachers will organize a combined Grade 4-5 activity

Treat Days

Details

Danielle:

- Reported that two treat days in November netted \$652

- Explained that having a sponsor helps maximize profits
- Noted that switching treat distribution to the end of the day has been beneficial

Janet:

- Shared that she approached local businesses for sponsorships and found smaller businesses more receptive

Conclusion

- On track to net about \$1,200 from treat days in November
- Looking for ideas for December treat days
- Considering ways to minimize the number of volunteers needed

Seasonal Fundraising

Details

Janet:

- Reported Purdy's sales at \$1,700 with profits of about \$450
- Pickup for Purdy's orders will be December 3rd
- Mentioned ongoing passive fundraisers: Return-It Express and Mabel's Labels
- Proposed organizing a Big Brother spring cleaning donation drive

Danielle:

- Suggested helping parents that do not have access to cars to bring their recyclables to Return-It Express

Azin:

- Mentioned she has a mini van and could help with the bags of bottles

Conclusion

- Purdy's fundraiser is going well with more orders expected in the final week
- Will explore organizing a donation drive in spring
- Will consider a collection day for Return-It Express items in January

Class Liaisons

Details

Danielle:

- Reported having five class liaisons so far
- Samia will coordinate the class liaisons
- Proposed sending a standalone email on Monday to recruit more liaisons
- Mentioned the possibility of using WhatsApp groups for class communication

Conclusion

- Will proceed with the classes that have liaisons rather than waiting for all classes
- Will send an email Monday to recruit more liaisons

Direct Donations

Details

Danielle:

- Discussed challenges with tax receipts for direct donations since PAC is not registered as a nonprofit

Sharon:

- Explained that donations through the district can get tax receipts but tracking donor information is challenging
- Offered to find out if they can get names of donors for recognition purposes

Conclusion

- Sharon will investigate whether donor information can be obtained from district donations

PAC Constitution and Bylaws

Details

Danielle:

- Reported that the PAC Constitution and Bylaws haven't been updated since 2020
- Has prepared an updated version with scaled-back committees reflecting current activities
- Will send the draft to everyone after the meeting

Conclusion

- Danielle will collect signatures from PAC members
- Formal adoption will occur at a meeting with quorum

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

DPAC Report

Details

Teri:

- Reported that School District 43 was recognized as one of Canada's best employers for culture
- Shared information about the Directions 2030 Strategic Plan
- Mentioned declining enrollment across schools, they are considering partnerships with daycares to bring more students in
- Reported on construction updates for various schools
- Noted that despite provincial cuts, the district added 40 Educational Assistants
- Mentioned a presentation on concussion awareness

Conclusion

- Next DPAC meeting is November 26th with Dr. Bonita Squires speaking about the multilingual brain

Challenges

- Finding enough volunteers for the Grade 5 Leaving Committee
- Securing sponsors for all Treat Days
- Recruiting class liaisons for all classrooms
- Managing direct donations without ability to issue tax receipts
- Balancing volunteer capacity with desired PAC activities

Action items

- **Danielle**
 - Draft email about Grade 5 Leaving Committee for Sharon to send
 - Send updated PAC Constitution and Bylaws to members
 - Collect signatures on updated Constitution and Bylaws
 - Coordinate holiday decorations for December 2nd
 - Send standalone email about class liaisons on Monday
- **Sharon**
 - Send email to Grade 5 parents about forming a Leaving Committee
 - Send Gaga Ball Pit invoice to PAC email
 - Investigate whether donor information can be obtained from district donations
- **Janet**
 - Prepare for Purdy's pickup on December 3rd
 - Plan for a Big Brother donation drive in spring

- **Derek**
 - Process reimbursement for Gaga Ball Pit (\$1,578.69)
 - Provide financial report for meeting minutes
- **Teri, Christa, and Danielle**
 - Install holiday decorations on December 2nd
- **All PAC Members**
 - Attend next PAC meeting (AGM) on January 8th at 6:30 PM at the school