

Parkland Elementary PAC

MEETING MINUTES

September 25, 2025 @ 7:30 p.m. – 8:45 p.m.
(in-person and Zoom)

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

PAC Executive Officers

Chair: Danielle Bauer
Vice-Chair: Christa Wilms
Treasurer: Derek D’Andrea
Secretary: TBA

Key Takeaways

- First PAC meeting of the 2025-2026 school year, quorum met, 13 physically in attendance
- Previous meeting minutes approved (Alex 1st and Christa 2nd)
- 239 students currently enrolled across 11 divisions
- Danielle was voted in as PAC Chair and Christa as Vice Chair; **secretary position remains vacant**
- The new playground is nearly complete with 12 swings (including one accessible swing)
- PAC has approximately \$8,300 in funds with gaming grant expected in October
- Teachers have submitted classroom wish lists for potential PAC funding
- Treat days will be held regularly as a fundraising initiative with potential business sponsorships

Discussed Topics

School Updates

Principal Sharon McKay provided a comprehensive update on the school year so far (**see her Principal report for further details**)

- **Details**
 - **Sharon:** Two new staff members joined - Ms. Walton (temporary Grade 1-2 teacher until March when Ms. Rockwood joins us after mat leave) and Ms. Norlin (counselor on Wednesdays and Thursdays)

- **Sharon:** Kindergarten students are now in full days and restricted to the main playground initially
- **Sharon:** School has 239 students in 11 divisions with room to grow in grades 4-5
- **Sharon:** Grade 5 leadership programs include broadcast buddies, peacekeepers, library leaders, and spirit squad
- **Sharon:** Teachers are conducting Classroom-Based Assessments (CBAs) to establish baselines for student support
- **Sharon:** School goals focus on STEAM, Indigenous partnerships, and social-emotional learning
- **Sharon:** Grade 4-5 students will organize a market, while K-3 will learn financial literacy
- Michael Chan is new liaison officer for safety checks at the front of the school
- **Conclusion**
 - The school has a strong focus on leadership opportunities for older students
 - Assessment data will help direct student services support

New Playground

Update on the playground installation progress

- **Details**
 - **Sharon:** Playground is almost complete with bark mulch installed
 - **Sharon:** Will have 12 swings including one accessible swing
 - **Sharon:** A 9-day rotation schedule will be implemented so all divisions get equal access
- **Conclusion**
 - The playground will open soon once swings are installed and fencing removed
 - A schedule will ensure fair access for all students

PAC Finances

Derek provided an update on the PAC's financial position

- **Details**
 - **Derek:** Opening balance for 2025-2026 was approximately \$6,300
 - **Derek:** Current balance is about \$8,300 with hot lunch expenses still to be paid
 - **Derek:** Gaming grant application was submitted in May/June with funds expected in October – these funds can go towards things that are of benefit to the whole school

- **Conclusion**

- PAC has funds available for initiatives now that playground funding is complete
- Budget will be developed after gathering more parent input
- Budget vote to be deferred until next meeting – a voting survey is supposed to come out shortly to help us plan for budget

Hot Lunch Program

Alex provided an update on the hot lunch program

- **Details**

- **Alex:** Profit from hot lunch is just over \$1,500
- **Alex:** Program is on par with previous year's participation
- **Alex:** Pancake breakfast planned for December 19th before holiday break (\$3-\$5 donation)

- **Conclusion**

- Hot lunch continues to be a successful fundraising initiative

Teacher Wish Lists

Discussion about supporting teachers' classroom needs

- **Details**

- **Danielle:** Teachers have submitted wish lists totaling approximately \$30,000
- **Sharon:** Last year PAC provided \$100 per classroom which doesn't go very far
- **Alex:** Suggested creating an "adopt a wish list" program where parents could directly fund specific items
- **Kristin:** Recommended reinstating classroom parent liaisons to facilitate communication

- **Conclusion**

- PAC will explore ways to support teacher wish lists now that playground funding is complete
- Sharon will check with teachers about their comfort with the classroom liaison concept

Voting in Danielle and Christa

- **Details**

- **Danielle** was voted in as Chair (1st Raman and 2nd Alex)
- **Christa** was voted in as Vice Chair (1st Danielle and 2nd Raman)
- No one else made a nomination or asked to be in either of these positions)

Fundraising Initiatives

Discussion of various fundraising opportunities for the year

- **Details**
 - **Danielle:** Proposed regular treat days (potentially every Friday) with business sponsorships
 - **Sharon:** Expressed preference for healthier options aligned with school's healthy eating focus – any candy type treats should be sold after school
 - Grocery stores will often donate items
 - **Danielle:** iPad raffle planned once gaming license is secured
 - **Group discussion:** Questioned the value of certain fundraisers like Neufeld's given the effort required – Meridian did not do well, scratch books were complicated
 - **Danielle:** Suggested implementing a "direct donation" campaign with donor recognition option (previously called "opt-out")
- **Conclusion**
 - Regular treat days will be implemented with consideration for allergies and dietary restrictions
 - PAC will survey parents about preferred fundraising initiatives
 - Direct donation campaign will begin in early October

Events Calendar

Brief discussion of upcoming events

- **Details**
 - **Danielle:** Halloween dance timing is challenging this year
 - **Sharon:** Mentioned upcoming school activities including Traveling Planetarium, Green Thumb theater, and Indigenous hoop dancing (approx. \$3,500)
 - **Sharon:** Proposed adding a Gaga ball pit as a new play space (approx. \$5,000)
- **Conclusion**
 - Halloween dance may be moved to February or spring for better timing
 - Special Halloween treat day will be considered instead

PAC Meeting Schedule

Discussion of future meeting dates

- **Details**
 - **Group:** Traditionally meetings held on third Thursday of each month

- **Group:** Next meeting set for October 21st at 7:00 PM
- **Conclusion**
 - Meetings will aim to be approximately one hour in length

Challenges

- Finding a PAC secretary to take meeting minutes
- Balancing fundraising efforts with value for volunteer time
- Addressing safety concerns during pickup and drop-off times
- Managing playground access equitably once it opens
- Ensuring all students can participate in treat days regardless of ability to pay

Action items

- **Danielle**
 - Send treat day dates to Sharon
 - Create draft email about classroom liaisons for Sharon to send to teachers
 - Send out parent survey about fundraising preferences
 - Prepare direct donation campaign for early October
 - Organize next PAC meeting for October 21st
- **Sharon**
 - Email teachers about classroom liaison concept
 - Provide dates for Green Thumb theater and Indigenous hoop dancing
 - Continue monitoring pickup/drop-off safety
- **Kristin**
 - Send Danielle the classroom liaison form template from previous years
- **Derek**
 - Work with Danielle on budget planning
- **PAC Team**
 - Develop a plan for treat days
 - Create a system for teacher wish list fulfillment
 - Secure gaming license for iPad raffle