

September AGENDA

Davidson Road Elementary PAC Executive Meeting

Sept 10, 2025 (Time: 5:30 PM in the library)

Executive members in attendance: Britney Stewart (President), Bryanna Lemiski (Vice President) Alexandra Marshinew (Co-Secretary), Jessica Dickinson (Co-Secretary) Jon Gill (Treasurer), Kate S (Co-Hot Lunch Coordinator), Allison Campbell (COPAC Rep)

Members at Large in Attendance: See attached sign in sheet

Guests: John Morrone (Principal), Marlo Konneke (Vice Principal), Mrs. Mortenson (Gr.1 Teacher)

Regrets: none

Item

1. Welcome and Introductions (1 min)

1.1 Meeting called to order by Britney S at 5:35 pm

2. Adoption of Agenda for Sept.10, 2025

2.1 **Motioned:** Ally C. **2nd:** Kate S

3. Approval of Minutes for Sept. 10, 2025

3.1 **Motioned:** Britney S. **2nd:** Kate S.

4. Executive Reports (15 minutes)

4.1 President's Report:

- **Collaboration with Leslie from COPAC:** The President has been working with Leslie from COPAC to develop a PAC Code of Conduct. A rough draft has been prepared, which will be sent home for review by parents by Monday, September 15th. Parents are encouraged to provide feedback or suggestions via email. The final version of the Code of Conduct will be voted on during the October meeting.

- **PAC Executive Team Training:** Nicola will meet with the PAC Executive Team in the near future to discuss strategies for running the PAC effectively with the new team members.

4.2 Treasurer's Report:

- No official report was presented as the accounts had not yet been signed over to the new Treasurer prior to this meeting.

- The Treasurer reported the following new transactions since the last meeting:

- Babysitting services for the August meeting.
- Purchase of buns and hot dogs for the "Welcome Back" BBQ.

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- The Treasurer will provide a full financial update once the account transfer is complete and the necessary documents are signed.

4.3 COPAC Report:

- **TBD (To Be Determined):** No specific updates at this time.
- **BCC PAC Fees:** There was a discussion about not paying the BCC PAC fees in December. This is being proposed as a stand against recent political decisions made by the BCC PAC, which have been criticized for a lack of organization. A vote will be held to determine the PAC's stance on this issue.
- **Call for Change:** There is a push for reform within the BCC PAC to ensure that other PACs are included in discussions, that appropriate meetings are held, and that the PACs they represent are properly heard. Leslie shared that the current situation is "a big mess," highlighting the need for better coordination and representation

6. Hot Lunch Report:

Program Update: Kate reported that the Hot Lunch program will continue with the same vendors, menu, and volunteers as last year. She encouraged new volunteers to come forward if they are interested in helping out.

- a. The program will include **Hot Lunch on Wednesdays** and **Pizza Fridays**, with the proceeds from Pizza Fridays going toward a Grade 5 fundraiser.
- b. Everything will run the same as last year, and **Munchalunch** is now live for the fall session.

Juice Boxes: It was noted that juice boxes will no longer be available for ordering, as per DRE staff, due to issues with ants, stickiness, and improper disposal in the past.

7. Funding Requests (15 min)

- a) Principal's Report: see attached

Agenda Review:

- The agenda was reviewed and approved. Christine made a motion to adopt the agenda, and Ally seconded. All in favor.

Funding Discussion:

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- **Gaming Fund Suggestion:** Leslie suggested using the Gaming Fund to purchase outdoor equipment and chess boards, as these items fall under extracurricular activities. The PAC will further discuss and vote on this proposal at the next meeting.

8. Fundraisers (15 min)

- **Executive Team to Lead Fundraising:** The PAC Executive team will spearhead fundraising initiatives with a solidified plan, led by Executive members.
- **BTS BBQ:** The Back-to-School BBQ is scheduled for tomorrow and is already fully organized. No further discussion needed.
- **Halloween Dance:** Kristi will potentially organize the Halloween Dance, scheduled for Thurs, October 30th.
- **Grade 5 Fundraisers:** Fundraising ideas for Grade 5 students will be discussed in collaboration with Grade 5 parents. John and the Grade 5 group will meet outside of the PAC meeting to discuss their specific plans, and the PAC will be looped in as those plans evolve, including D.R.E. (District-Raised Events). There was mention of a potential Christmas Market or a Poinsettia fundraiser merging with other activities like a Christmas market.
- **Silent Auction:** It was proposed to host a Silent Auction instead of a traditional raffle, to avoid complications with gaming licenses.
- **Fundraising Coordinator Proposal:** Kristi suggested that DRE may want to adopt a role similar to the one at Peter Greer's PAC, where a dedicated fundraising coordinator oversees the activities. This idea will be further considered.
- **Secondary Approval for Personal Expenses:** Kristi proposed the introduction of a secondary approval process for personal expenses related to fundraising. She expressed concerns about overspending and suggested that a second person review expenses before funds are committed. Leslie recommended that the PAC vote on a budget for upcoming fundraisers during the meeting before any event, with final numbers reported after the event.
- **Appointing a Fundraising Coordinator:** Kristi also suggested that the PAC formally appoint a fundraising coordinator to help streamline and manage efforts moving forward.
- **Class Fundraising Competition:** Kristi raised the idea of hosting a friendly competition between classes to see who can raise the most money in the community.

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The winning class could be rewarded with a pizza or ice cream party. John noted that while the idea is great, further planning would be required to ensure the event is fair and considerate of different family situations to avoid putting pressure on students to fundraise solo.

- **Post-Fundraiser Surveys:** It was suggested to send out surveys after each fundraiser to gather feedback from the community and parents. This could be done via the PAC's Facebook group or other communication channels to improve future events

9. Old Business (5 min)

- **Back-to-School BBQ (BTS BBQ):** The funds for the BTS BBQ scheduled for tomorrow, September 11th, have already been spent. Approximately \$1,500 was used, and the event is expecting around 800 attendees.
- **Gaming Account Follow-Up:** The gaming account situation still needs to be resolved by the Executive team and Treasurer. Leslie recommended that the Treasurer reach out to BCGC (British Columbia Gaming Commission) for assistance with the gaming license and reporting requirements.

10. New Business (5 min)

Teacher Dinner for Parent-Teacher Conferences: A motion was made to approve the cost for the teacher dinner during parent-teacher conferences. Marlo will send a list of menu options to the staff, with the dinner being catered by L'isola Bella. The cost was approved with a rough budget of \$700.

Motioned: Ally C. **2nd:** Bryanna L. **All in favour.**

- Britney then motioned to approve the budget of \$700 **2nd:** Jon G. **All were in favour.** The budget was officially approved

11. Roundtable (10 min)

Discussion of Families in need within Davidson Road Elementary be supported first. 8 families are known of who need assistance but we discussed approving 12 families to ensure that funds are set aside appropriately.

Motioned: Britney S. **2nd:** Jon G. **All in Favour.**

12. Announcements (2 min)

- a) Next Meeting: Oct. 8, in the library 5:30 PM
- b) Draw winner for \$10 munch a lunch voucher: Brittany T
- c) Draw winner for parking spot: Jessica Dickinson

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13. Adjournment (2 min)

a) Motion to Adjourn the meeting at 7:20pm

Motioned: Celeste Gill. **2nd:** Ally C. **All in favour.**