

WATSON ELEMENTARY SCHOOL
PAC MINUTES
SEPTEMBER 23RD, 2025 @ 7:00PM
LOCATION: WATSON ELEMENTARY LIBRARY

In Attendance:

Council: Kelsey Ohs (Chair), Kele Nash (Co-Chair), Justin Nearing (Treasurer), Geri Marshall (Secretary)

Administration: Jackie Berkes (Watson Elementary Principal), Lisa Fugger (Vice Principal)

Attendees: Jaime Vieira, Melissa Beirnes, Alyssa Beaumont

I. Welcome / Call to Order

Kelsey O. called to order the regular meeting of the Watson Elementary School Parent Advisory Council (PAC) at 7:01pm on September 23rd, 2025.

II. Introductions

Kelsey O. conducted introductions with all persons present.

III. Adoption of Agenda

Kelsey O. introduced the agenda for the September Watson PAC Meeting. Copies were available on site for viewing and were posted online prior to the meeting.

The motion to accept the agenda was CARRIED.

The agenda was approved.

IV. Approval of June General Meeting Minutes

Kelsey O. asked for a motion to accept the June General PAC Meeting Minutes. Copies of the meeting minutes were available online for viewing prior to the meeting.

The motion to accept the minutes was CARRIED.

The minutes were approved.

V. Executive Reports

a) Chair Report

Kelsey O. advised that she is in the 3rd and final year of her position as chair and will not be

seeking re-election at the end of the year but will look to be involved in an advisory role. Kelsey O. encouraged attendees to make inquiries about the chair role for those wanting to consider that position for next year.

The PAC has already sent lots of information to families (PAC Highlights newsletter, via Facebook community and via collaboration in school emails) about PAC's role in the school, the importance of parent involvement, information about Munch a Lunch and fundraisers.

The new parents tea is coming up on Thursday, September 25th which will serve as a welcome to families new to Watson Elementary (of any grade) and will give an introduction to the school culture.

Fundraisers for Term 1 are set with the first being The Great Little Coupon books which has historically been the biggest fundraiser bringing in the most revenue. Following will be Neufeld Farms and Purdy's Chocolates.

The PAC is still working towards raising funds for Phase 2 of the playground updates with the aim of bringing more accessibility and inclusiveness to the school. Kelsey O. is in communication with the playground designer and continues to receive updates on pricing of the project and new equipment. This will be a multi-year fundraising effort. It was noted how wonderful it is to see students regularly contributing to the fundraising of this project.

b) Co-Chair / Hot Lunch Report

There are 3 Hot Lunches (hot dogs, Jim's pizza and a treat day) scheduled for Term 1 and the Munch a Lunch online sign-up system is live and accepting orders. There is a capability to accept general donations via the Munch a Lunch online system. Donations will be accepted in Term 1 and 2 and proceeds will be focused on assisting the distribution of Christmas Hampers, the Starfish program and supporting hot lunch days for those that may not be able to access them. The school has many Food Assistance programs that work together to cover needs of the Watson community.

The first treat day fully provided by the PAC will be Friday, September 26th where the PAC will be making Bannock for the school.

c) Treasurer Report

There were very few transactions over the summer and nothing notable that would impact the

current years budget.

Jaime V advised that the first Friday freeze sale of the year has been very successful. The funds produced from that sale are utilized for Grade 5 Fundraising (and a pending sleepaway camp for May 2026). Jamie V advised that there is an account glitch with the Return It Bottle depot fundraiser (some confusion over the correct contact number for account) which she is in the process of fixing so no information has gone out to the Watson community about contributing to the bottle account.

****May 2025 Treasurer Report Attached***

VI. Old Business

None

VII. New Business

a) Volunteer Google Drive Form

A Google Drive Form was created over the summer to capture volunteer interest and details. A QR link was created and the form has already been marketed heavily on all platforms and has had several entries.

The form (and associated Excel sheet) will assist with staying in contact with the volunteers, managing their availability and tracking their involvement for various opportunities. The information was used to recruit a large contingent of volunteers for the Stream of Dreams fish installation and it was noted that the school saw the biggest, most cooperative team come forward to assist with installation of 1000 fish. Stream of Dreams previous biggest project was 600 fishes. Much appreciation from the PAC for the volunteers that stepped up!

b) Stay Safe Course

It was suggested that a stay safe (at home) course designed for students 10+ could be a good fundraiser and could run in school on a Pro-D day. Several agencies offer the course and more research is needed to determine how they are coordinated and when it would run in order not to overlap another school offering the course.

VIII. Volunteer Opportunities

a) Bannock for Orange Shirt Day

Volunteers are needed to make and distribute Bannock to the students on Friday, September 26th. Several people have already stepped up to show interest. All volunteers need a criminal record check completed and filed with the school.

b) Hot Lunch

Volunteers are continually needed for the Munch a Lunch program and can sign up through the Munch a Lunch online system for this opportunity.

c) Halloween Family Dance

The Halloween Family Dance hosted by the PAC on October 30th will need volunteers for the set up, concession sales and clean up. This is often a very well attended event.

d) Holiday Hampers

Volunteer will be appreciated to help shop for and assemble the Holiday Hampers the PAC creates in December for families that need a small amount of help over the holiday season. The Hampers usually are focused on offering a holiday dinner, breakfast and basic baking supplies.

e) Photocopying

The PAC can always use help with ongoing photocopying throughout the year.

IX. Principal's Report

a) Themes for the Year

The administration has determined that this years school theme will be "Together we Grow". The theme is meant to unify staff toward a similar objective and to bring that unity to students in a constructive way. The theme is further broken down into monthly focuses (Welcome and Belonging for September; Celebrating Difference for Oct; etc).

****Together We Grow Theme Sheet Attached***

b) Enrollment

Classes have been finalized and the school enrollment number is slightly decreased from

previous years to 414 students in 21 divisions (classes).

c) New Staff

The administration and PAC welcome new staff members:

- Ms. Sneazwell (Music); Ms. Henderson (Gr. 4); Ms. Sanghani (ELL / PE Prep); Ms. Bicycle (Gr. 3); Ms. Noon-Ward (EA); Ms. Holmes (EA); Ms. Webber (EA); Ms. Green (EA); Ms. Alida (EA); Ms. Kooner (additional support); and Ms. Somal (additional support).

d) Cops for Cancer

Cops for Cancer were on site on Friday, September 19th. The school was able to present a cheque to the members for over \$2000 from fundraising last year.

d) Terry Fox Events

It was determined by administration that September is too busy for Terry Fox events and that April was a better date for those events.

e) Stream of Dreams Fish on Fences Program

The Stream of Dreams fish installation is complete. The students really enjoyed the educational piece of the project and the painting was fun. There were so many volunteers for the installation and everyone's involvement was much appreciated.

f) Orange Shirt Day

Orange Shirt Day will take place on Friday, September 26th and will commence with an assembly for students. The PAC will be making a distributing Bannock for the students. Administration have been working on a "pocket" project which is based on a book about Indigenous history. Students will be adding important items and projects to their "pockets" throughout the year.

g) Upcoming Pro-D Day / Truth and Reconciliation Day

Monday, September 29th is a Pro-D Day for administration and there is no school for students. The staff will be doing activities with an Indigenous focus and will learn about the district's anti-racism training requirements.

Tuesday, September 30th schools will be closed for Truth and Reconciliation Day.

h) Foundational Skills Assessment (Grade 4)

Grade 4 will be starting their foundational skills testing on October 1st and the assessments will extend through to November 7th. The assessments are written and online.

i) Competency Based Individual Education Plans

Administration is reviewing the structure of the Competency Based Individual Education Plans and is considering changing format for meetings. It was determined that it would be ideal to slow down the progression of designing IEP's and to ensure the dialogue with parents is ongoing throughout the year. The strategies for an upgrade to the plan are in talks.

j) Wildcat Wednesday

Staff are working on solidifying a date for this event where student get together and do team building activities. The committee that meets to plan Wildcat Wednesday are considering a format change. The major focus of the event is building sense of community and belonging.

X. Open Discussion / Questions

None noted

XI. 2025/2026 Budget Adoption

a) Main Budget

In general, the budget was well balanced last school year and spending occurred as planned leaving \$20,000 in a float to be carried over for the beginning of this year.

All attendees went over the Proposed 2025/2026 budget line by line. Justin N. (Treasurer) went over the Revenue expected and explained the terms of the Knight Road Grant which makes up a large part of the Revenue.

Notable changes to the Expenses for the 2025/2026 budget include an increased amount for the teachers wishlist (\$200 per division); a separate line item for \$1000 in support resources; an increase from \$1500 to \$2000 for Holiday Hamper distribution; a more detailed breakdown of various appreciation days; and the addition of \$500 for a possible in-school field trip (content to be determined).

As per previous years, any substantial overflow will be allocated into the Playground Funding for Phase 2 of the playground improvements will be undertaken in subsequent years.

b) Gaming Budget

Funds accrued via the gaming grant come with more specification on how they must be spent within the school.

The majority of the funds will be used towards field trips which are useful to supplement the cost to families and have often made a meaningful difference.

The PAC proposed to use some of the funds from the gaming budget to purchase 6 Watson Wildcats jerseys for general use in larger sizes to accommodate all students. Last year the majority of the jersey's were replaced and the addition of the final 6 completes that project.

Otherwise, some funds were allocated towards musical instruments (type yet to be determined), a DJ for two school dances, maker kits for larger student construction projects and a small remainder for student enrichment in general.

The motion to accept the budget was CARRIED.

The budget was approved as all in favor.

****Proposed Budget 2025-2026 Attached***

XII. Next Meeting

The next meeting of the Watson PAC will be on Tuesday, October 21st at 7pm in the school library.

XIII. Adjournment

Kelsey O. adjourned the meeting at 8:09pm.

Minutes submitted by G. Marshall.

Watson PAC Treasurer Report

May 2025

Account Overview				
Account	Beginning of Period		End of Period	
General Account	\$	21,139.52	\$	34,666.39
Gaming Account	\$	10,584.60	\$	10,584.60
Playground Account	\$	16,972.32	\$	16,979.10
Account Total	\$	48,696.44	\$	62,230.09
				\$ 13,533.65

General Account - Revenue		
Revenue	Amount	Note
Knight Road Donation	\$ 14,000.00	
Tin Lizzy (Donuts)	\$ 210.00	
Munchalunch Revenue	\$ 604.94	
Neufeld's Fundraiser	\$ 419.50	
Munchalunch Manual Credit	\$ 20.00	
Revenue Total	\$ 15,254.44	

General Account - Expenses		
Expense	Amount	Note
Tin Lizzy (Donuts)	\$ 1,420.00	
Munch Reimbursements	\$ 20.50	
Spring Concert Decor	\$ 96.60	
Kinderfair	\$ 44.68	
Staff Appreciation	\$ 143.29	
Etransfer Fee	\$ 2.50	
Expenses Total	\$ 1,727.57	

Gaming Account - Revenue		
Revenue	Amount	Note
Revenue Total	\$ -	

Gaming Account - Expenses		
Expense	Amount	Note
Expenses Total	\$ -	

Playground Account - Revenue		
Revenue	Amount	Note
Interest	6.78	
Revenue Total	\$ 6.78	

Playground Account - Expenses		
Expense	Amount	Note
Expenses Total	\$ -	

Account Variance				
Account	Revenue Total		Expense Total	
General Account	\$	15,254.44	\$	1,727.57
Gaming Account	\$	-	\$	-
Playground	\$	6.78	\$	-
				Variance
				13,526.87
				6.78

Together We Grow

Watson Elementary School 2025 – 2026

Every staff and student brings unique strengths, perspectives,
and experiences that make our school community stronger.
When we embrace our differences and support one another, we all flourish!

- September** **Welcome & Belonging:** Create school & classroom communities where everyone feels at home
- October** **Celebrating Differences:** Explore how each of us are unique individuals
- November** **Gratitude & Appreciation:** Recognize what each person contributes to our community
- December** **Acts of Kindness:** Small gestures make a big difference in others' lives
- January** **New Beginnings:** Set inclusive goals and support each other's resolutions
- February** **Friendship & Connection:** Build bridges across differences and strengthen relationships
- March** **Overcoming Challenges:** Support others through difficulties and celebrate perseverance
- April** **Environmental Care:** Work together to care for ourselves, others, and our place
- May** **Leadership & Voice:** Encourage others to share their ideas and take initiative
- June** **Reflection & Growth:** Celebrate how we've grown together throughout the year



WATSON PAC - PROPOSED BUDGET - 2025/2026 - MAIN ACCOUNT

BUDGET ITEMS	OPERATING FUNDS	NOTES
Teachers Wishlist	\$4,200.00	(\$200/division x 21 divisions)
Support Resources	\$1,000.00	
PAC supplies	\$300.00	
PAC meeting refreshments/snacks	\$200.00	
Family Food Security Support	\$2,000.00	Winter holiday hampers (75%), Supplementary Food Support (25%)
Munch-a-lunch account fee	\$336.00	
Custodial Appreciation Day	\$75.00	October 2nd, 2025: Coffee GC and chocolate treat x2
Teacher Appreciation Day	\$150.00	Oct 5th, 2025: Coffee and pastries
Office Admin Appreciation Day	\$75.00	Second to last wednesday of April 22nd, 2026: gift x2
Principal Appreciation Day	\$75.00	May 1st, 2026: gift x2
Staff luncheon	\$1,200.00	Hosted in June
Year end admin baskets	\$200.00	(4 baskets, \$50 ea)
Kinder Fair	\$150.00	
Welcome tea	\$150.00	
Ready Set Explore	\$25.00	
Grade 5 Continuation Ceremonies	\$500.00	
Stream of Dreams	\$1,000.00	
Treat Days	\$1,500.00	Once per term, includes Bannock
In-School Field Trip	\$500.00	
Playground Funding	\$10,000.00	

Budget Total **\$23,636.00**

Current bank balance	\$22,806.18	As per Sept 8, 2025
Expected 2024/2025 Revenue	\$23,500.00	
End of Fiscal Year Expected	\$46,306.18	
End of Fiscal Year - Desired Balance	\$20,000	Float we want to be left with at end of year
Total Budget Available FY 2024/2025	\$26,306.18	

Budget vs. Total Available **\$2,670.18** Difference between current budget and total available

**2025/2026 Year End Account Total
(Expected)** **\$22,670.18**

2025/2026 Revenue Expectations	
Hot lunch& treat days	\$5,000.00 Same value as 24/25
Fundraisers	\$3,000.00 Same value as 24/25
Knight Rd. Grant	\$15,500.00 Yearly grant (est.)
Total	\$23,500.00

WATSON ELEMENTARY SCHOOL - PROPOSED BUDGET 2025/2026 - GAMING ACCOUNT

BUDGET ITEMS	GAMING FUNDS	NOTES
Field trips-bus transportation	\$5,000.00	
Jerseys	\$300.00	<i>6 reversible, fully printed, numbered + watson logo</i>
Musical Instruments	\$700.00	
Dances-DJ fee	\$900.00	<i>(2 dances, \$450 ea)</i>
BCCPAC membership	\$100.00	
Grade 5 camp	\$1,500.00	
Maker Kits	\$500.00	<i>may not need full amount this year</i>
Student Enrichment Fund	\$62.20	<i>Ad-hoc overflow amount to use all gaming funds</i>
TOTAL	\$9,062.20	
Current bank balance	9,062.20	
YEAR ENDING AMOUNTS		
Difference	\$0.00	<i>All funds to be used yearly</i>