

WATSON ELEMENTARY SCHOOL
PAC MINUTES
MAY 12TH, 2026 @ 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 (Watson Elementary Vice Principal)

Attendees: Mimi Nearing, Stephanie Dillon, Jaime Vieira, Mary Glasgow Brown, Joelle Huestis

I. Welcome / Call to Order

Kelsey O. called to order the annual general meeting of the Watson Elementary School Parent Advisory Council (PAC) at 7:00pm on May 12th, 2026.

II. Introductions

Kelsey O. conducted introductions with all persons present.

III. Adoption of Agenda

Kelsey O. introduced the agenda for the Watson PAC AGM. 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 April General Meeting Minutes

Kelsey O. asked for a motion to accept the April 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. Reports

a) Chair

Year Recap / Highlights

Kelsey reflected on a strong year working alongside the PAC executive and school staff, expressing gratitude for the incredible community support.

Highlights of the year included:

- Funding support for field trips, bussing, and other activities to level the playing field for families facing financial barriers
- Spending support for teachers, administrators, and staff
- Event support: New Families Tea, staff and volunteer appreciation days, bannock for Orange Shirt Day, two school dances, food hampers for families over the holidays, concert support, Ready Set Explore, Kinderfair, and meet-the-teacher night
- Refreshed sports jerseys
- PAC-provided snack days, monthly hot lunches, and treat days throughout the year
- Supporting various fundraisers and parent planned events (Bike Swap)
- Management of the Knight Road Funding Legacy and the PAC budget
- Maintained open communications between school and home

In general, it's been a great year and the PAC enjoyed working with staff. The school is supported by incredible people and we are grateful to be part of that.

b) Co-Chair / Hot Lunch

- Received a cheque for \$15,300 from the Knight Road Legacy fund — a significant contribution to the school.
- Munch a Lunch donations continue to support the food security fund for families. Term 1 collected \$790; Term 2 collected \$711, for a total of \$1,501. A surplus remains, with approximately \$900 earmarked to supplement Starfish Backpacks in June.
- A Tin Lizzy Donuts fundraiser generated additional funds.
- Upcoming: Pita Pit hot lunch at the end of May.
- Kona Ice has offered several walk-up event dates in June — to be confirmed

c) Treasurer

The April 2026 expense report reflected a quiet month. Key updates:

- The Knight Road cheque will be reflected in next month's report.
- Finances are in very good shape overall.
- Upcoming expenses: Kinderfair, staff/admin appreciation baskets, Grade 5 continuation

ceremony, playground funding, and Intermediate Activity Day.

- Gaming grant funds: remaining funds available; efforts are being made to use the funds within the year and within program parameters.
- Musical Instruments grant: significant funds remaining. Ms. Sneezewell is acquiring boomwhackers, rhythm sticks, and an outdoor speaker.
- Application for next years gaming grant is pending.
- Grade 5 camp cheque to be issued shortly.
- Maker kit costs are being assessed.
- One final Neufeld's fundraiser is upcoming.

Funding is in very good shape in general and we are in a great position for next year.

**See Attached Watson PAC Revenue & Expense Sheet*

d) Grade 5 Fundraising

- Smencil sales were slow. More dates will be upcoming and efforts are being made for better communications about the sales.
- Freezies sales are upcoming. Product is acquired and freezing at the moment.
- The focus is currently on the Grade 5 camp which is less than 2 weeks away.
- There have been connections made with the Rotary for the leaving ceremony. They will likely be cooking for the ceremony. Dietary restrictions will be worked out.
- Cupcakes will be provided by the PAC for the ceremony.
- Discussions are being had regarding how to manage the RSVP's for the event.

Overall, Grade 5 fundraising is on track and expected to be sufficient to cover the end-of-year trip and celebration.

VI. Old Business

Intermediate Activity Day

A request was made for supplementary PAC funding to help offset activity costs for Intermediate Activity Day. The school ensures zero-cost activity options are available. PAC was

asked to contribute \$498.15, supported in part by the Krispy Kreme fundraiser (~\$200).

9/9 in favour by show of hands.

The motion to accept the requested funding amount was CARRIED.

VII. New Business

Feather Flags Purchase Proposal

A proposal was presented to re-delegate \$500 from an unused in-school field trip budget toward the purchase of feather flags to improve event visibility (entry points, events, pickup areas, etc.).

Sapphire Graphic was identified as a vendor (the school's logos are already on file) but they are the highest cost vendor at approximately \$800 for a pair of high-quality flags.

Banner Buds was noted as an alternative option and a motion was conducted to re-delegate the \$500 towards the purchase from Banner Buds.

9/9 in favour by show of hands.

The motion to move the requested funding amount was CARRIED.

Kindergarten bins purchase proposal

A financial request was presented by the Kindergarten team in preparation for Kinderfair. The proposal is to purchase a tote for each Kindergarten student to decorate at the fair, which will then serve as their ongoing classroom storage tote for clothes and shoes. Cost: \$200, in addition to the \$150 already designated for Kinderfair snacks and supplies.

9/9 in favour by show of hands.

The motion to move the requested funding amount was CARRIED.

VIII. Volunteer Opportunities

- *Hot Lunch* – apply through Munch a Lunch
- *Bike Swap* (Saturday May 30th) – Volunteers needed to pump tires, tune, and a truck is needed for the event to transport any bikes that remain.

IX. Principal's Report

- Thank you to PAC for support with the Lorax production, including the backdrop.
- Staff news: Vice Principal – Lisa Fugger is moving to A.D. Rundell and Watson will receive a new Vice Principal (Katie White).
- Library receiving a new system – Teacher librarians have advocated for new system for organizing and cataloging books. The old system is slow and dated and is not meeting the needs of the teacher librarians in the district. The new system is called Insignia. May 29th will be the last day to return books to the library. The transition is going to be a big process to transfer everything over.

Upcoming Dates

- May 15 – No School (Pro-D Day)
- May 18 – No School (Victoria Day)
- May 20 – Kinderfair (Wednesday)
- May 25–26 – Grade 5 Camp (finalizing plans and organizing in progress)
- May 27 – Accessibility Sports Day (district event at Sardis Secondary; inclusive programming for a select group of students)
- May 29 – Assessment Day / Last day to return library books
- May 30 – Bike Swap
- June 1–5 – Wheelie Week (students may ride bikes or scooters; helmets required; bikes stored in covered area)
- June 1 – Super Reader Assembly (honoring students who participated in the reading program)
- June 4 – Young Entrepreneur Fair (intermediate students create and sell products; emphasis on upcycling; students learn about loans and get to keep or donate their profits)
- June 5 – Primary Fun Day (morning event; parents welcome to join for lunch)
- June 12 – Spirit Day – Tropical Theme / Last Friendship Friday
- June 19 – Grades 3–5 Waterslides
- June 24 – Grade 5 Celebration (10:30 AM – 12:30 PM)
- Track and Field season is ongoing; district track meets in progress
- Primary Fun Day upcoming – parents will be able to attend and have lunch

X. Executive Officers Election for the 2026/2025 School Year

Elections were facilitated by the Principals. Roles were described via flyer sent home prior to the meeting and in person at the meeting by Kelsey O. All executive positions are open for election annually per PAC bylaws. Ballots were distributed in advance and accepted from the floor. Where only one nominee existed, they were elected by acclamation.

Chair: *Mimi Nearing - ELECTED (Kele Nash declined nomination)*

Co-Chair: *No nominations received - VACANT*

Treasurer: *Justin Nearing - ELECTED (self-nominated from the floor)*

Secretary: *Kele Nash - ELECTED*

All positions held for one year. Outgoing Chair Kelsey Ohs will remain available to provide guidance and support to the incoming executive. Outgoing Secretary Geri Marshall will be at large and available to fill roles as needed.

X. Open Discussion / Questions

Hot Lunch & Treat Days

Discussion was had on whether to continue the program next year. Kele Nash confirmed willingness to continue leading it. Administration, teachers, and parents all expressed strong support. Deemed a valuable and appreciated program.

XI. Next Meeting

The next general meeting of the Watson PAC will be the on Tuesday, June 9th at 7pm in the school library. This meeting will focus on the transition to the next executive.

XII. Adjournment

Kelsey O. adjourned the meeting at 8:00pm.

Minutes submitted by G. Marshall.

Watson PAC Revenue & Expense

April 2025

| Account Overview | | | | |
|----------------------|---------------------|---------------------|--------------------|--|
| Account | Beginning of Period | End of Period | Variance | |
| General Account | \$ 21,259.25 | 25,533.52 | \$ 4,274.27 | |
| Playground Account | \$ 3.23 | 3.23 | \$ - | |
| Gaming Account | \$ 12,161.53 | 12,161.53 | \$ - | |
| Account Total | \$ 33,424.01 | \$ 37,698.28 | \$ 4,274.27 | |

| General Account - Revenue | | |
|---------------------------|-------------|------|
| Revenue | Amount | Note |
| Munchalunch Revenue | \$ 5,037.90 | |

Revenue Total \$ 5,037.90

| General Account - Expenses | | |
|-----------------------------|----------|------|
| Expense | Amount | Note |
| Hot Lunch Expenses | \$ 20.00 | |
| PAC Snacks | \$ 37.77 | |
| April Hot Lunch (Treat Day) | 682.5 | |
| Glowstick (Feb Dance) | 19.61 | |
| ETransfer Fee | \$ 3.75 | |

Expenses Total \$ 763.63

| Gaming Account - Revenue | | |
|--------------------------|--------|------|
| Revenue | Amount | Note |

Revenue Total \$0.00

| Gaming Account - Expenses | | |
|---------------------------|--------|------|
| Expense | Amount | Note |

Expenses Total \$ -

| Playground Account - Revenue | | |
|------------------------------|--------|------|
| Revenue | Amount | Note |

Revenue Total \$ -

| Playground Account - Expenses | | |
|-------------------------------|--------|------|
| Expense | Amount | Note |

Expenses Total \$ -

| Account Variance | | | |
|------------------|---------------|---------------|-------------|
| Account | Revenue Total | Expense Total | Variance |
| General Account | \$ 5,037.90 | \$ 763.63 | \$ 4,274.27 |
| Gaming Account | \$ - | \$ - | \$ - |
| Playground | \$ - | \$ - | \$ - |