

PAC Meeting Minutes

Thursday, April 16th, 2026

6:30 pm – 8:00 pm

Hybrid meeting:

In person: Lord Nelson Multipurpose room

Online via Zoom:

<https://ubc.zoom.us/j/62552738910?pwd=Y7hYaY6AdAKITKBATjVwXTk6F3DCP0.1>

PAC Executive

Emily Lefebvre (EL), Co-Chair

Tegan Williams (TW), Co-Chair

Christine McCallum (CM), Treasurer

Mike Joe (MJ), Hot Lunch Coordinator

Katherine Rosenbaum (KR), DPAC Rep

Marlene Cummings (MC), Member at Large

Taryn Hayes (TH), Member at Large

School Representatives and Additional Speakers

Jason Eng (JE), Principal

Katherine Tso (KT), Vice-principal, regrets

Dillon Adams (DA), Spring Fair Coordinator, regrets

Rachelle Siemens (RS), Garden Club

ITEM	LEAD	TIME
1. Welcome, Land Acknowledgement and Introductions (1 min) <ul style="list-style-type: none">- Quorum made at 6:33pm	EL	6:30-6:33
2. Additions and Approval of Agenda and Previous Minutes (1 min) <ul style="list-style-type: none">- No additions- Previous minutes passed	EL/TW	6:33-6:37
3. Treasurer Report (15 min) <ul style="list-style-type: none">• Currently not spending as much money as planned	CM	6:37-7:03

<ul style="list-style-type: none"> ● Long-term goal to have 2 years worth of operating cash in bank and run from neutral <ul style="list-style-type: none"> ○ Keep balance at \$30-40k ○ Some long-term lockouts ● Keep spending stipend <ul style="list-style-type: none"> ○ Reminder email to staff ● Nellie's Fundariser <ul style="list-style-type: none"> ○ Possible future window ● Griddle used at spring fair, pancake breakfast <ul style="list-style-type: none"> ○ These types of purchases have capital cost, but save in rentals, recurring costs ○ Popcorn machine next step ● Families in need <ul style="list-style-type: none"> ○ Needs future planning ○ Only approached by 2 families in the '24/'25 school year, and none this year ○ No direct evidence of needing a fund for families in need ○ What is the current need? <ul style="list-style-type: none"> ■ Spoken with Jason and the exec ■ The school has a budget from donations that runs approx \$10k per year to help families ■ Food, clothing, programmes, camps, lessons, all field trip costs, supplies, school cash online orders ■ Donors give Jason discretion to spend where needed ○ PAC needs a process that works for us and with the families who might make use ○ Removal of barriers for access ○ Need a mechanism to keep it transparent ○ Can be awkward to approach other parents ○ From Jason: all good now, but we can adjust in the future if the demand surpasses the supply ● Kettle Society drive helped the local community ● Frog Hollow ● Grade 7 grad <ul style="list-style-type: none"> ○ Could pay for clothes/outfit for the day ○ This suggestion met with some skepticism about how fancy this actually needs to be ○ Pay for reuse of items like a balloon arch ● Ethos Lab payment coming soon - approx \$3500 ● Bike racks invoice coming, too <ul style="list-style-type: none"> ○ Vote to roll-over the cost if VSB doesn't get the invoice to us before the end of our fiscal year: passed ● Art projects could use more money <ul style="list-style-type: none"> ○ Scissors, brayers, screen printing, pencil sharpening ○ A storage locker for the art supplies <ul style="list-style-type: none"> ■ Space in school ■ How much does Katherine want? The sky is the limit- she will spend whatever we give to her 		
<p>4. Principal's Report (15 min)</p> <ul style="list-style-type: none"> ● Upcoming dates <ul style="list-style-type: none"> ○ OOWTK Thursday May 7 	JE	7:03-7:19

<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Invitation to more parts of the PAC to attend ■ Garden, art, etc ○ Sports Day Friday May 29 ○ Nelson's Got Talent June 11/12 ○ Spring Fair Friday June 19 ● Planning for next year <ul style="list-style-type: none"> ○ No change in school fees ○ No performance fee allowed ○ ProDs will clone this year except the January date will be in May, instead ○ Oct 21/22 parent/teacher conferences ○ April 21/22 student-led conferences ○ Dr. Shelley Moore February 18 https://www.drshelleymoore.com/ ● VSB budget planning <ul style="list-style-type: none"> ○ Deficit coming ○ This year decline of 400 students in the VSB <ul style="list-style-type: none"> ■ That means 20 teachers, SSAs, etc could lose positions ○ Projected loss of another 35- students for '26/'27 ○ Impact on teachers, resource teachers, programming, support staff ○ Teacher positions all filled post-covid <ul style="list-style-type: none"> ■ But need for SSAs increase with not enough hours ■ There is such a huge need for SSAs that they could get full-time work within hours of finishing training ○ Enrollment projections drive everything at the budgetary level ○ World events, immigration limits all have impact ○ How will this impact Nelson? ○ Compare enrollment from year to year, but also staffing changes ○ Some families leave Nelson for certain reasons/tailored programme, but others go private because they can't get into Nelson <ul style="list-style-type: none"> ■ #s end up being wash ○ Nelson doesn't have a lot of teacher turnover ○ Properly staffed and support staff <ul style="list-style-type: none"> ■ Good support here, hours, students, etc ○ More to say at next PAC meeting ● Grounds walkthrough with parents: update pushed to next meeting <ul style="list-style-type: none"> ○ Clarity on next steps ○ Consult with the staff about using the outdoors for education 		
<p>5. Hot Lunch Update (3 mins)</p> <ul style="list-style-type: none"> ● Always need more volunteers! ● No big news ● 90% of hot lunch orders/funds come from one vendor (FoodieKids), and 10% from a collection of local restaurants (To Live For for vegan options, Rise Up Marketplace, etc) ● Is there a good reason to keep the small vendors? <ul style="list-style-type: none"> ○ Kids (and parents) like the variety 	MJ	7:20-7:26

<ul style="list-style-type: none"> ○ Dietary restrictions, local business ○ But it's a lot of work for a very small amount of \$ ● Can we consolidate with the vendors to send 1 invoice per week? ● Is the menu from FoodieKids too big? <ul style="list-style-type: none"> ○ Can we narrow it down to the items that actually get ordered? ○ Report for next meeting with the most ordered items 		
<p>6. DPAC Update (10 min)</p> <ul style="list-style-type: none"> - No update 	KR	7:26-7:27
<p>7. Garden Club Update (5 min)</p> <ul style="list-style-type: none"> ● Planted wildflowers seeds on Charles st side of grounds ● Soil for the dinosaur garden ● Environmental Youth Alliance indigenous garden <ul style="list-style-type: none"> ○ New plants between the top and lower playgrounds ○ In the planter with stones ● April 24 next meeting ● Reminder that mulch/soil fundraiser ongoing 	RS	7:28-7:29
<p>8. Spring Movie Night (3 Mins)</p> <ul style="list-style-type: none"> ● Postponed to Friday May 22 ● More details to come 	TW	7:30-7:31
<p>9. Spring Fair update (10 min)</p> <ul style="list-style-type: none"> ● Kate Rosenbaum to do the poster this year ● Call for volunteers ● Cash only event to buy tickets, no card scanner ● Need a link for the website ● Need to send-out the volunteer sign-up page 	EL	7:23-7:33
<p>10. Donald's Fundraiser (2 mins)</p> <ul style="list-style-type: none"> ● Started April 15, runs until May 8 ● 10% goes to the PAC ● Will be included on the Wednesday Weekly, as well as emailed to staff 	EL	7:33-7:34
<p>11. Evolving Executive (10 mins)</p> <ul style="list-style-type: none"> ● Need for new Treasurer for next year <ul style="list-style-type: none"> ○ Christine has enjoyed learning so much more about the school and getting involved ○ Good background role ○ 2-4 hours per week ○ Set-up really well with templates, etc ○ Feel the Power! ○ Christine is happy to help the hand-over to the new treasurer ● Ideally a shadow Co-Chair to eventually replace Emily once her term is up 	TW/EL	7:34-7:45

<ul style="list-style-type: none"> ● Can send videos to the PAC mailing list to try to recruit new volunteers ● Currently giving parents too many opportunities to opt-out of volunteering <ul style="list-style-type: none"> ○ Make it mandatory to have 1 rep per division or grade come to the PAC? ● What does it mean to get involved? <ul style="list-style-type: none"> ○ Tell parents what it's like, benefits ● Tell people to come, don't ask ● Craft workshop to encourage participation? <ul style="list-style-type: none"> ○ Vetoed, but happy to run it separately from the PAC meetings ● Secretary ● Vote will be at the AGM on June 11 		
<p>12. Communications / Other items</p> <ul style="list-style-type: none"> ● Staff appreciation lunch <ul style="list-style-type: none"> ○ Taryn and 3 other parents will plan and run ● Sport's Day <ul style="list-style-type: none"> ○ Costco run needed ● Babytitting course? <ul style="list-style-type: none"> ○ Went HORRIBLY last time ○ Might be different this time? 	TW	7:45-
<p>Action items:</p> <ul style="list-style-type: none"> ● Art projects could use more money <ul style="list-style-type: none"> ○ Scissors, brayers, screen printing, pencil sharpening ○ A storage locker for the art supplies <ul style="list-style-type: none"> ■ Space in school ■ How much does Katherine want? The sky is the limit- she will spend whatever we give to her ● Report From MunchaLunch for next meeting with the most ordered items ● Reminder that mulch/soil fundraiser ongoing ● 		