PAC Meeting

Wednesday, November 19, 2025

6:30 pm – 8:00 pm

Location: Multipurpose Room, Lord Nelson School
Zoom link HERE

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, regrets

School Representatives and Additional Speakers

Jason Eng (JE), Principal

Tim Oftebro (TO), Vice-principal

ITEM	LEAD	TIME
1. Welcome, Land Acknowledgement and Introductions - Had small trouble with the Zoom link (1 min)	EL	6:30-6:36
2. Additions and Approval of Previous Minutes and Agenda - Previous minutes approved - Comment from a parent that giving feedback about the minutes was difficult as they kept changing. PAC will figure out a different way to do this in the future - No additions (4 min)	EL	6:37-6:39
3. DPAC Update - DPAC is political, and a good outlet if that's what you're into - Katherine has created a google doc with the links and minutes so we don't have to go searching on the DPAC website - https://drive.google.com/drive/folders/1RJrCJkJTPAieKqET8lG3P317emlzaj6J?usp=drive_link - 2 Main issue: - Closing of Carleton Elem	KR	6:40-6:46

- damaged by a fire in 2016, and not in use, but still needed in the neighborhood - Selling of group at Flemming - Lack of transparency from the VSB - Selling-off fields and basketball courts to developers - If the school grows, there is no overflow property - VSB says they're not necessary, but spends more time talking about land deals than education - Inclusive education report - Underspending from the VSB despite grant from the federal government - Used the money to buy land instead of doing anything about inclusion - Katehrine joined the inclusive education group at DPAC - Add her own autism voice - Presentation on dyslexia and literacy - Not enough money for screening - GWAC is involved in some of these conversations, too (5 min)		
4. Principal's Report - Art education being led by Katherine - 5 lesson unit with 2 intermediate classes - 3rd lesson Nov 20 - Busy time at Nelson - School grounds: - Hallowe'en graffiti washed and painted-over - Grass field open for the community and school - Still in decent shape - Expanding bike racks - Sharing cost of 3 more bike racks with the PAC - $4000 total, so $2k each from PAC and school - (this was voted on at the end of the meeting and approved) - School ground beautification - More cover, shade, foliage, trees, etc - From Grounds: trees can't go in planters, because they won't thrive - Idea for retractable tarps and awnings - Parent idea for finding an outdoor education specialist like the art education - Any referrals? Kate can help - Jason made suggestion to start a sub-committee/working group for interested parents - Join him on a walkthrough of the site - Not just the concrete area - Track, lane, grass field	JE	6:47-6:12

- Comment from parent that this has come up a lot at the garden club - Expanded planters and mulch area - Painted games area; 4 square and hopscotch - Will have this as a topic at the next meeting - Garner interest then - Lay-out in calendar format what's happening at the school - Dec: winter concert, report cards - Jan: Digital literacy with Jessy Wollen from Shift Education - Funded by PAC for grades 3-5 - Black History Matters - Took a break last year - Back this year and every year - K-7 education and different topics year to year - February ideally to match with Black History month, but a good topic year round - Jan: Divs 1-5 Power Play Young Entrepreneurs - Product research, marketing, sale - Fair in March before spring break - Ethös Lab ADST all grade 5s - 4 weeks in April - School athletics continue - 1 last item: - Nelson is a pilot school for the district's new report card delivery system - Spaces EDU - Report cards will be emailed to the online platform, rather than print (print still available for accessibility) - Assessment hasn't changed, it's just the delivery format - Content is the same - Proficiencies are the same - Question from parent re: IEP inclusion - There is a way for the IEP to be in the same document - Need consistency - Question from parent: is there a process for parent feedback? - Yes, especially in-school (15 min)		
5. Treasurer update - Fundraisers: apples, movie night, soil/mulch - Hot Lunch subsidies working well and on track for next year	CM	7:12-7:17

- The PAC received the gaming grant - Some Spring Fair spending already to secure certain bouncy castles and the stage - Review of the budget at the next meeting? - Events that don't happen will result in adjustments to the budget and the expected earning/spending - Stipends and enrichment funds are starting to be used (5 min)		

6. Equity, inclusion, and awareness initiatives
● Holiday giving? For the Kettle Society?
● Email statement from Marlene
  ○ Collection of food, clothes, and money for the Kettle Society
  ○ Specifically cranberry sauce, sugar, creamer
  ○ Toques, winter gloves, acrylic socks, winter coats
● Will run Nov 24-dec 8
  ○ Classes will make posters
  ○ 1 donation box per pod
  ■ This is NOT a competition
  ○ Cash donation box in the office
● Parent volunteers will be needed for collection
● School-wide email to go out from Jason
● PAC to communicate/gather volunteers
● Work with teachers to make anonymous holiday cards
● Question from parent: is there a way we can donate online? MunchaLunch or School Cash Online?
(5min)
	MC	7:18-7:26

7. Garden Club - Since the beginning of the year: ● We have started the project to develop the upper garden bed with rock features and indigenous plants. We met with the VSB ground keeper and Jason Eng to make a plan. ● We have conducted two garden monthly sessions (Sept and Oct) where we met with four classes and conducted garden clean-up, winter green and garlic planting, weeding and spring bulb planting. Some classes also got the opportunity to pickle vegetables. ● We have been approved to participate in the West Coast Seeds fundraiser again. We will likely plan to conduct the soil/mulch fundraiser again in the spring. - Need more people available on Fridays 1-3pm - Also for planning - Not endless numbers, but enough so that the programmes can run (at least 3 parents) - Looking for future participants as current parents' kids age-out of the school (5 mins)	(TBD)	7:27-7:29

8. Hot Lunch Update - Running well - **Need more volunteers** - Especially nov 28 - Discussion about ways to communicate volunteering as fun and engaging, not just a need - Highlights from volunteering - Poster with a face and a blurb about it being fun/beneficial? (5 mins)	MJ	7:30-7:32
9. Upcoming events ● Movie night (done) ○ Brand new group after last group aged-out of school ○ Looking for better food options ○ **Popcorn maker** idea was floated ○ Can either buy or rent ○ Logistics re: storage (Jason said he'd find space) ○ Cost more upfront to buy but have 10 year longevity and will pay for itself in fundraisers ○ **Decision to rent one next time to see if its the correct size and then make purchase** ● Pancake day coming December 1 ○ We need more volunteers to make this happen! ● Any changes to make? Resilience and succession considerations. ○ Succession planning with new volunteers and parents ○ There is a learning curve and it's hard to jump-in without shadowing ○ How long do we expect to be here/running? (10 min)	TW, EL	7:33-7:41
10. Fundraisers ● Apples - just completed ● Purdy's- looking for volunteers! ● Donald's - will run twice in February and April ● West Coast seeds ● **Soil/Mulch fundraiser is ongoing and needs more hype** (5 mins)	TW, EL	7:42-7:44
11. Communications / Other items ● Volunteering for the exec: Vice Chair, Secretary ○ The system is already set-up so all we need to do is hang-out ○ Comparison of hand notes vs AI notes ○ Without a **treasurer** next year nothing can happen ● Feedback about SchoolPix/Derek Stevens photography ○ Parent comment: don't like the white background, not traditional enough- more like the photos that we take at	EL	7:44-8:00

home, too many photos to go through, cost is high for digital copies ○ Switch was made in 2023 after seeing a proposal from Derek Stevens and multiple complaints about Lifetouch (previous photographer) ○ Is there a process to receive feedback from parents? ■ Idea to make a google form with comments section ○ PAC doeesn't make the decision but can advise ■ Collect feedback to provide to Derek Stevens ■ Is there a way we can have a more traditional pose? ■ Give parents option of classic vs. candid ■ Maybe the classic photos can be on retakes day? ○ Other feedback is that the single paper slip with the photos information sometimes doesn't make it home		