

Fernwood Elementary School Parent Advisory Council (PAC)
Board Meeting Minutes

Date: March 10, 2026

Location: Fernwood Elementary School

Attendees: Kate Presley, Nancy Deas, Meaghan Ísfeld, Kelsey Cadger, Shawna Rink, Melinda Quintero, Marie Mullen, Tangle McClaron

Call to Order and Territorial Acknowledgment

Kate Presley called the meeting to order at 6:14 pm.

The business of the PAC shall be unbiased in respect of race, colour, religion, politics, family status, gender, sexual orientation or physical or mental ability. The PAC is not a forum for the discussion of individual school personnel, parents, or other individual members of the school community.

We respectfully acknowledge that our families live and learn on the traditional unceded territory of the Coast Salish peoples, specifically the Hul'qumi'num and SENĆOŦEN speaking peoples.

Adoption of Agenda

The agenda was approved by unanimous consent.

Approval of Minutes

The minutes from the previous meeting were approved by unanimous consent.

Principal's Report

- Reading Blitz was a success. 19 students participated in the Cold Turkey Challenge, and 15 students completed the Reading Challenge. Prizes will be handed out on Thursday at the WSM
 - A huge thank you to Heidi for all of her work during the Reading Blitz
- The Read-In took place in February and focused on Black History Month and kindness in recognition of Pink Shirt Day

- Amber has arranged several author visits throughout March
- The Read-a-thon took place in February
- Students participated in Black History Month learning throughout February
- Basketball is wrapping up, with the district tournament on March 11
 - Thanks were extended to all the coaches
- Leah and Shelly will be revitalizing the Fire Birds after Spring Break
- BC Learning Surveys are still underway. Grade 4 surveys are complete, and Grade 7 surveys are still in progress
- The Grade 6/7 Science Fair took place today, and the Grade 4 Science Fair is tomorrow

President's Report

- TSBC Community Grant Program due March 30. This item was tabled until the beginning of next year
- The Spring Fling Dance is fully organized and ready to go
 - A poster and sign-up sheet for volunteers at the next event will be displayed at the dance
 - A reminder will be sent that the dance is cash only
- Volunteers are needed for the Fun Fair. A Sign Up Genius should be sent out in advance for both organizing and day-of volunteering
 - An email will be sent through Leah after Spring Break to call for Fun Fair volunteers
- Country Grocer Save-A-Tape has raised \$65 since the last meeting
- Grade 6/7 District Dance:
 - Nancy will send an email to Marie to distribute to Grade 6/7 families
 - Fernwood will need Grade 6/7 parent volunteers if Fernwood Grade 6/7 students wish to attend the district-wide dance

DPAC Representative Report

- The District Board meeting in April will be live-streamed on YouTube
 - There will be a discussion about whether School Board meetings will continue to be live-streamed

- DPAC is working on determining how best to utilize the JEDDI committee
- DPAC is considering ideas for parent education opportunities for next year
- DPAC information is still in the process of being added to the website

Treasurer's Report

Dance & Raffle Preparations

- Licensing: The gaming license has been secured. Kate and Meaghen are authorized to run the raffle and hold copies of the license
- Logistics: Floats have been prepared, and the raffle is ready to proceed
- Required Records: Post-event tracking must include the winner list, gross total, and an even five-way split of 50% of the proceeds for prizes

Financials & Bookkeeping

- Status Update: All current reimbursements for Lantern Fest, Hot Lunch, Staff Appreciation, and Dance Pizza have been completed
- Outstanding Requests: Any pending reimbursement requests should be submitted now for processing during Spring Break
- Reporting: Full financial reports will be presented at the next meeting following a bookkeeping catch-up during the second week of Spring Break
- Future Planning: A transition to Excel for bookkeeping is being explored. Special thanks were extended to Melinda and Kelsey for sharing PAC resources. The target for implementation is Summer 2026

Trustee's Report

- No trustee was present.

Policy Update

- No updates at this time.

New Business

- Hot Lunch ordering for April 10 is open
- Thanks were extended to Andrew McPhee for allowing PAC to use his equipment

Motion: Meaghen moved to purchase a \$30 gift certificate to Café Flora for Andrew

Seconded by: Shawna

Result: All in favour. Carried.

Next Meeting

- April 28, 2026, at 6:00 pm

Adjournment

The meeting was adjourned at 7:39 pm.



Kelsey Cadger, Secretary



Approved by Kate Presley, President