Watson Elementary School

PAC Meeting Minutes
Tuesday, November 17, 2026 @ 7:00pm
Location: Watson Elementary School - Staffroom

In Attendance:

- **Executive Council:** Mimi Nearing (Chair), Kele Nash (Secretary)
- ***Regrets:*** *Justin Nearing (Treasurer), Kairy Pennington (DPAC Representative)*
- **Administration:** Jackie Berkes (Principal), Katie White (Vice-Principal)
- **General Attendees:** Jaime Vieira

1. Welcome, Land Acknowledgement & Call to Order:

- Mimi Nearing offered a Territorial Land Acknowledgement and called the General Meeting of the Watson Elementary School Parent Advisory Council to order at 7:00 PM on Tuesday, November 17, 2026.

2. Introductions:

- Mimi Nearing led introductions for all members present.

3. Adoption of Agenda:

- Copies of the agenda were distributed and posted online prior to the meeting.
- **Outcome:** Motion to accept the agenda passed (**CARRIED**).

4. Adoption of Minutes (October 13, 2026):

- Minutes from the October 13, 2026, meeting were reviewed, available for viewing, and posted online.
- **Outcome:** Motion to accept the October 13, 2026, General Meeting minutes passed (**CARRIED**).

5. Reports:

A) Chair's Report (Mimi Nearing):

- **Halloween Dance:** Strong turnout with over 400 people in attendance. Special thanks were extended to Brittany Epp and Nathan Kinswater for stepping up to take a visible leadership role during the event, and to Mimi Nearing and Kairy Pennington for monitoring the hallways. Further details on the Halloween Dance are noted under Old Business.

- **Open Volunteer Positions:** Highlighted ongoing vacancies for Vice Chair, Fundraising Coordinator, Volunteer Coordinator, Playground Coordinator, and Hot Lunch Coordinator.
- **Term 1 Fundraisers:**
    - **Neufeld Farms:** Closed on Thursday, November 12, generating **$830** in profit. Of this total, **$500** was allocated toward half of the Primary field trip to Greendale Acres, with the remaining half funded through the Gaming Grant.
    - **Purdy's Chocolatier:** Currently open; orders are due by **December 1**, with pickup scheduled for **December 10**.

B) Hot Lunch Coordinator Report (Kele Nash):

- **Jim's Pizza & Pasta (Friday, November 13):** Recorded a large Jim's Pizza order, supported by 8 volunteers. Gratitude was extended to all volunteers who assisted.
- **MunchaLunch Donations:** To date, **$579** has been collected through MunchaLunch donations. **$175** has been used to provide lunches for students who may not otherwise participate in novelty hot lunches. Remaining funds will support future novelty lunches and student food security at Watson.

C) Treasurer's Report (Mimi Nearing on behalf of Justin Nearing):

- The 2026/2027 PAC Annual Budget was approved at the end of September, resulting in a high volume of transactions in October.
- **Major Expenses:** Bus transportation ($5,000), teachers' wishlists ($3,800), support resources ($1,200), and the Primary field trip to Greendale Acres ($1,000).
- **Other Expenses:** Meet the Teacher prizes, Custodial Appreciation Day, Teacher Appreciation, a Term 1 PAC-provided snack (bannock) for the National Day for Truth and Reconciliation, and the DJ for the Halloween Dance.
- **Halloween Dance Concession:** Profits ($128.63) from concession sales are designated for Grade 5 Camp Squeah.

D) Grade 5 Fundraising Report (Jaime Vieira):

- **Camp Squeah:** Scheduled for **Monday, May 17 – Tuesday, May 18, 2027**.
- **Halloween Dance:** Entrance donations raised **$970** toward the overnight camp. Appreciation was expressed to the PAC for its support of the event, which remains the largest fundraiser.
- **Bottle Depot Fundraising:** Ongoing challenges remain with Bottle Depot requirements around providing a personal cell phone capable of receiving text messages (which the school phone cannot do). Other schools are being consulted regarding their approach. In the interim, plans include holding a bottle drive in the New Year and coordinating another alongside the Bike Sale in late May or early June.
- **Upcoming Fundraising Initiatives:**

- **Smencil Sales:** Planned for the New Year.
- **Spring Dance:** Scheduled for **Friday, February 19, 2027**.
- **Freezie Sales:** Scheduled to resume in the spring.
- **Emergency Kits:** Exploring a potential fundraiser focused on emergency kits.

E) District Parent Advisory Council (DPAC) Representative Report:

- Regrets were submitted; no report was provided.

6. Old Business:

- **Open Volunteer Positions:**
  - Positions for Vice Chair, Fundraising Coordinator, Volunteer Coordinator, Playground Coordinator, and Hot Lunch Coordinator remain open. Roles and responsibilities have been featured on the Watson Elementary School PAC facebook page, and formal outreach will be sent via Watson email in the New Year to reach families not on social media. It was emphasized that an active PAC is essential to obtaining grants and sustaining school activities and programs.
- **Student QuickPay PAC Donation Option:**
  - Discussion was held regarding adding an optional $5 PAC donation to Student QuickPay to align with other schools. It would be an effective fundraising option for a future PAC initiative. It was decided to introduce the option for September 2027 fees, with communication planned in June and August explaining the optional contribution and its intended use.
- **Halloween Dance Review & Event Expectations:**
  - The event was well attended, with appreciation extended to staff and volunteers. Mimi Nearing and Kele Nash met with Principal Jackie Berkes and Vice-Principal Katie White for a post-event review. Because the event is a PAC-hosted school event, school expectations apply, including:
    - **Service Animals:** Only certified service dogs are permitted inside the school.
    - **Gym Safety:** No running in the gymnasium or adjoining hallways.
    - **Stage Access:** The stage is off-limits to students and families.
    - **Safe Play:** No roughhousing, wrestling, or physical contact.
    - **Cell Phones & Recording Devices:** Students are not permitted to bring or use cell phones or other recording devices (including GoPros) inside the school, consistent with regular school policies.
    - **Photography & Video:** Recording or posting photos or videos of students is not permitted.
    - **Parking Lot Safety:** Parking areas are dark during evening events; parents and guardians must closely supervise children when arriving and departing.

        - **Supervision:** Parents and guardians are responsible for supervising their children throughout the event.
        - **Personal Belongings:** Families should not leave items unattended (including food, wallets, drinks, and other belongings).
        - **Costumes (Halloween) & Clothing:** The following are prohibited:
            - Masks
            - Clothing with profanity or inappropriate language
            - Drug-related imagery or references
            - Weapons or weapon-like accessories (including sticks, swords, and toy guns)
            - Blood or gore
    - **Next Steps for Future Events:** Expectations will be communicated in advance via social media and email, reiterated during the event, and posted at the entrance. Administration and volunteers will maintain an increased, visible presence in hallways, with volunteers wearing identifying attire to serve as a clear point of reference.

7. New Business:

- **Playground GIC Renewal:**
    - The Playground GIC matured on November 14, 2026. Funds earmarked for Phase 2 of the inclusive playground were previously placed into a short-term redeemable investment (voted on at the October 2025 PAC meeting) using Envision Financial's Step-Up 6Plus6 GIC (12-month term; 0.60% for the first six months and 5.22% for the second six months). Because Phase 2 construction will not proceed this year, a motion was brought forward during the meeting to renew the GIC until next year.
    - **Outcome:** Motion to renew the Playground GIC passed (**CARRIED**).

- **Winter Concerts (December 15 & 16):**
    - Mimi Nearing and Kele Nash met with Mrs. Sneazewell on Tuesday, November 17, regarding her vision for the upcoming Winter Concerts and PAC/volunteer support:
    - **Concept & Staging:** Themed around Mop Top (The Beatles) Goes to the North Pole, with each grade creating accessories (reindeer, elves, polar bears, snowmen, Christmas fans), yarn wigs, and four Beatles performers per night, supported by stage/costume assistance.
    - **Schedule:** Odd Divisions (Tuesday, December 15) and Even Divisions (Wednesday, December 16), with rehearsal on Friday, December 11 and dress rehearsal on Monday, December 14.
    - **Volunteers & Setup:** Volunteers will be needed to assist with stage setup on Monday, December 7 and/or Tuesday, December 8.

- **Upcoming Treat Day & Staff Appreciation:**
    - **Treat Day:** SinAmen Bun Co. Treat Day on Friday, December 4.

- **Holiday Treats for Staff:** Planned for Monday, December 14.

8. Principal's Report (Jackie Berkes):

- **Enrollment:** Current student enrollment is **386**.
- **Book Fair:** Running **Tuesday, November 17 – Thursday, November 19, 2026**.
- **Pro-D Day: Friday, November 27, 2026** (no school for students).
- **Middle School Decisions:** Due by **December 3, 2026**, with additional information forthcoming for Grade 5 families.
- **Deck the Halls:** Scheduled for the afternoon of **Friday, December 4**, with staff decorating classrooms, doorways, and hallways.
- **Friendship Friday & Learning Updates:** Scheduled for **Friday, December 11**, featuring multi-age student groups working on winter concert decorations and Learning Updates (report cards) going home.
- **Spirit Days:**
  - December 4: Festive/holiday outfits
  - December 11: Holiday Sweater Day
  - December 18: Pajama Day
- **Winter Concerts:** Taking place **December 15 (Odd Divisions)** and **December 16 (Even Divisions)**. G.W. Graham will record the performances and share private viewing links with families.
- **Winter Break:** Last day of school before break is **Friday, December 18, 2026**; classes resume **Monday, January 4, 2027**.

9. Upcoming Meeting Dates:

- **Tuesday, January 19, 2027**
- **Tuesday, March 2, 2027**

10. Adjournment:

- The meeting adjourned at **8:11 PM**.

Minutes Submitted by:

- Kele Nash, PAC Secretary

Watson PAC Revenue & Expense

October 2026

Account Overview

Account	Beginning of Period	End of Period	Variance
General Account	$ 34,599.34	$ 33,873.11	$ (726.23)
Playground Account	$ 3.23	$ 3.23	$ -
Gaming Account	$ 9,461.54	$ 11,749.03	$ 2,287.49
Account Total	**$ 44,064.11**	**$ 45,625.37**	**$ 1,561.26**

General Account - Revenue

Revenue	Amount	Note
Coupon Book Revenue	$165.00	
Munchalunch Revenue	$ 7,119.49	Hot Lunch, Dance & Coupon Book
Halloween Dance Revenue	$ 788.22	
Hot Lunch (late order)	$ 5.50	
Revenue Total	**$ 8,078.21**	

General Account - Expenses

Expense	Amount	Note
ETransfer	$7.50	
Coupon Book Expense	$1,057.50	
Greendale Primary Field Trip	$500.00	
Halloween Dance Expenses	$1,122.09	
PAC Meeting Snacks	$19.97	
PAC Supplies	$22.39	Hot Lunch Labels
Teacher Appreciation Day	$149.92	
Custodian Appreciation Day	$70.89	
Support Staff Resources	$1,200.00	
Teaching Staff Resources	$3,800.00	
Meet the Teacher	$45.29	
Hot Dog - Expense	$719.20	
Volunteer Prize Basket	$19.94	
New Family Tea	$69.75	
Expenses Total	**$8,804.44**	

Gaming Account - Revenue

Revenue	Amount	Note
BC Gaming Grant	$ 8,260.00	
Revenue Total	**$8,260.00**	

Gaming Account - Expenses

Expense	Amount	Note
Greendale Primary Field Trip	$ 500.00	
Bus Transportation	$ 5,000.00	
Halloween Dance (DJ)	$ 400.00	
Etransfer Service Charge	$ 3.75	
Orange Shirt Day - Bannock Supplies	$ 68.76	
Expenses Total	**$ 5,972.51**	

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	$ 8,078.21	$8,804.44	$ (726.23)
Gaming Account	$ 8,260.00	$ 5,972.51	$ 2,287.49
Playground	$ -	$ -	$ -