



Unsworth Elementary PAC – MEETING MINUTES

Tuesday, May 27, 2025. 9:00am-10:00am

Type of Meeting: Unsworth Elementary School PAC Meeting

Meeting Facilitator: Mike Willford

Invitees: Unsworth PAC members & Parents

Where: Nest

1. Call to order 9:01am

Ensure Quorum (minimum 3 executives).

Mike

Ria

Katie

Ang

Ken Chater (principal)

2. Welcome and introductions

Brittany Sagert

Melissa Carlton

3. Approval of minutes from last meeting. Approved.

4. Old Business:

-Planter Fundraiser for Abigail and how to spend the proceeds: Her mother Melissa joined us for the meeting and shared Abi's love of climbing. The PAC would love to do a piece of playground equipment, but the cost is very high. We are committing to purchasing a memorial rock in Abi's memory. This rock will be placed on the school property, in a place chosen by Melissa, Angelica and Bryana. Mr. Chater will be contacting the maintenance department to ensure placement is approved. If for some reason the rock is denied, we will look into a bench option. The PAC will cover any remaining costs that exceed what we made with the plant fundraiser.

-Grade 5 Camp Charis update: June 16th. Bussing and entry paid for by fundraising totalling \$2742, this includes 6 chaperones. Lifeguard also secured for the day. Remaining funds from fundraising will be used for another fun item for the grade 5's to enjoy.

-Golf Course Fundraiser: Set for June 19th, the cut off for purchase on munchalunch will be June 15th. Meals can be ordered from 3:30-6:30.

3. Unsworth Administration Report

-Thank you to the PAC for their time and efforts in fundraising this year and creating a fun community.

-Track mini meets June 4th and 11th at Sardis school

-June 19th is the full track meet.

-The front swing is as-is at the moment and there are no parts available

-Grade 5 tour June 23rd

-Waterslides for grades 3-5 on June 25th

-Grade 5 assembly June 26th with early dismissal following

-Leanne Broadbent retiring. The staff have something planned to wish her well.

4. New Business:

- Call for Nominations for executives. Nominated and voted. All positions stay the same aside from Katie leaving the role of secretary, and Kevin stepping in. Also, we have a new member at large.

PAC Chair: Ria Cooke

Vice Chair: Mike Willford

DPAC Rep:

Hot Lunch: Angelica

Fundraising Coordinators: Bryana McDermott and Jodi Fraser

Treasurer: Amber Creelman

Secretary: Kevin Biagioni

Member at Large: Brittany Sagert

- Teacher Appreciation Lunch Date- June 18th. Reel Wraps will total about \$600. munch-a-lunch open for donations. Voted and approved to cover remainder of what isn't donated. Bill last year was \$616. *Approved.*

Purchase drinks. Amber has decorations or will figure out something new.

Playground committee – we will form a playground committee in September and work towards planning a new playground so when funding is received we are ready.

Mike is looking into applying for grants that can be used for a new playground. Ria is also applying for a \$5000 grant.

5. Reports:

Vice Chair: Mike Willford - nothing to report.

Treasurer report:

Chequing account \$66,169.54 **will be updated after grade 5 funds are fully spent

In Gaming account: 7455.11

Fundraising goals for 2025/26

Full goals to be set in september PAC meeting

- Approved money being sent to each teacher for literacy again this coming september. \$200 each.
- Ria will be creating a document to outline our yearly plan. This is intended to help parents get a sense of a yearly routine and what to expect.

6. Meeting adjourned 10:03am. Next meeting PAC reminder: September 29th, 2025