

Unsworth Elementary PAC Meeting Minutes

Date: Tuesday, May 26, 2026

Time: 9:00 a.m.

Location: Unsworth Elementary School Library

Meeting Type: Unsworth Elementary School PAC Meeting

Meeting Facilitator: Ria Cooke

1. Call to Order

The meeting was called to order at **9:01 a.m.**

Quorum

Quorum was confirmed with the following executive members present:

- Brittany
- Tori
- Jodi
- Ria

The minimum requirement of three executive members was met.

2. Approval of Previous Minutes

The previous meeting minutes were reviewed and **approved**.

Welcome and introductions were completed.

Ken Chater provided the Administration Report.

Upcoming events discussed included the **Mini Track Meet**, taking place on **June 9 and June 10 at Sardis Secondary** for Students in **Grades 3–5**. **June 12th is primary fun day. June 15th is Grade 5 Camp day. June 18th is the district track meet. June 22 MSMS grade 5 tour, 23rd- waterslides. June 25th Gr 5 grad ceremony at 9am, then 11:15 dismissal.**

Lori & ken will keep hours 8-3 for the next week after school is out.

Playground Committee

The Playground Committee was discussed. No updates here aside from the District knows we want work done and work orders/quotes have been requested.

Kindergarten Parents' Update

An update regarding Kindergarten parents & PAC presence at the intro to kindergarten day. It is good to introduce ourselves to the incoming parents/take a memento photo of their first day. Maybe a waste of \$ and time, but helpful to make connections.

PAC Executive Positions – 2026/27

PAC executive positions for the 2026/27 school year were discussed, including nominations and voting.

All positions remained the same and were voted and approved, with the exception of Angelica moving to a member at large role.

Future Planning and Budgeting

Future PAC planning and budgeting for the upcoming school year were discussed.

- **Voted on purchasing a new popcorn machine, under \$700- APPROVED**
- **Voted to move \$1000 into the term deposit- APPROVED**
- **\$600 budget for Staff Appreciation- Approved**
- **Voted to budget \$11,000 for swing once district moves forward- Approved**
- **Voted to replace the plaque on Molly's memorial-Approved**
- **Voted to increase the Teacher contribution to \$250 each-Approved**

Year-End Event Recap

The PAC reviewed and recapped the events and activities completed throughout the 2025/26 school year.

DPAC Representative

The DPAC Representative position remains **vacant**.

CURRENT POSITIONS VOTED ON AND APPROVED

PAC Chair- Ria Cooke

Vice Chair- Mike Wilford

Hot Lunch –Tori Wiebe/Brittany Sagert

Fundraising Coordinators – Bryana McDermott / Jodi Fraser.

Treasurer –Tori Wiebe

Secretary- Amy Kelly

Members at Large: Angelica B., Josie Kilger.

Parent Survey

A survey was reviewed for distribution to parents. Feedback and comments regarding the survey were requested.

2026/27 Budget

The proposed **2026/27 PAC Budget** was presented for approval and reviewed.

May Financial Report

The **May Financial Report** was presented and referenced.

Bank balance's were: General Chequing: \$28,816.27

Term Deposit- \$41,407.40

Gaming: \$3419.66

Gaming Term Deposit: \$6383.81

Next Meeting

The next PAC meeting will be held on:

Tuesday, September 29, 2026

Time: 6:30pm

Adjournment

The meeting was adjourned.