



Unsworth Elementary PAC – November Minutes

Date: Tuesday, November 23, 2025

Time: 6:30pm

Location: Library

Meeting Facilitator: Ria Cooke

Attendees: 10 parents, 1 admin (Executives present: Ria, Amy, Jodi and Bryanna)

1. Call to order

- Meeting called to order at 6:30pm

2. Approval of Minutes

- September 2025 minutes approved

3. Welcome and Introductions

Unsworth Administration Report

- Hired Amanda Thompson (in for Sandra D'Archangelo (Gr 3))
- Upcoming Events:
 - Dec 11 – Christmas Concert 1pm and 6pm
 - Dec 3-5 – Christmas Store
 - Dec 8-12 – Book Fair
 - Now – Dec 17 – Salvation Army Food Drive
 - Dec 17 – Pancake Breakfast
 - Jan 5 – 1st day back
 - Jan 19 – Wizard of Oz – SOPPA - \$14 per student
- iPads:
 - District has updated Wi-Fi and security systems. 33 iPads have stopped working. School would like new iPads for Grade 1 – 3, as teachers use them for small group instruction.
 - \$16205 to replace all 33 iPads. The school has \$6000 to put towards the purchase. PAC can evergreen 10 each year until they're all replaced at approx. \$4620 for 10 iPads or replace all 33 at once.

Banking Report:

General Fund: \$24,228.81

Term Deposit: \$41,407.40

Gaming Account: - \$8894.16 (cashable term \$6383.81)

VOTE: In favour to replace all 33 iPads with an approximate cost to PAC of \$12480.

- Science World:
 - In collaboration with UFV, afterschool science program for 16-18 kids. Working on getting grants so this will affect the price. Barrier free program. Minimum \$10 fee. Needs to be funded by PAC, can't use school money. Families that are a part of it get a science world membership. 1 per family. 4-5 week program (4-5 sessions). Maybe looking for \$600 with grants, maybe around \$1000 with no grants.

- **ACTION:** Ken Chater will follow-up to get a bit more information before decision is made.

4. Old Business:

- Pancake Breakfast planning:
 - Amy shopping – Wed Dec 17
 - 7am start on morning of pancake breakfast
 - Mixers, bowls, spatulas, and warming trays will be needed
 - Mt. Slesse will lend us some equipment.
 - **ACTION:** SignUpGenius for parent volunteers
- Staff Appreciation Planning:
 - Dec 14 – 19
 - Angelica to add donation area to MunchaLunch
 - **ACTION:** Lori to send an email once SignUpGenius is complete
- Christmas Market Update
 - All setup in PAC room (Thank you Bryana and Jodi)
 - Need donations for dads
 - Need donations of gift bags and tissue paper
 - SignUpGenius for volunteers
- Canucks Fundraiser
 - **ACTION:** Follow-up with Mike

5. New Business:

- Grade 5 Grad
 - Committee for fundraising needs to be formed amongst Grade 5 parents
 - Will host a meeting January 20th
 - How many kids have not purchased hoodies? PAC will look to fund the purchase for the families who need help.
- School purchased a new school Christmas Tree
VOTE: In favour of PAC paying for half of it
- Hot Lunch:
 - PAC needs a volunteer who regularly shows up for hot lunch to have their Foodsafe certificate.
VOTE: PAC will pay for Ria to get her Foodsafe certificate
 - Current Hot Lunch Coordinator will be stepping down at the end of December. PAC is looking for a new Hot Lunch Coordinator.
ACTION: Lori to send an email to parents.
 - Thank you Angelica for your time over the last several years.
- Stay At Home Course:
 - For Grade 4 & 5 only
 - Will host it on April 24 - PRO D Day
 - **ACTION:** Bryana to reach out to same company we used last year
- Christmas Concert:
 - Seat and parking raffle
ACTION: Ria to create flyer to go home to Intermediate families
ACTION: Amber to apply for Gaming Licence
 - 50/50 during afternoon and evening concerts

ACTION: Amber to apply for gaming licence

ACTION: Need volunteers for selling 50/50 tickets - Dec 11th at 12:30pm or 5:30pm

6. Reports:

- PAC Chair: Ria Cooke
- Vice Chair: Mike Willford
- DPAC Rep: Vacant
- Hot Lunch: Angelica Bazarki (assistants: Bryana McDermott and Jodi Fraser)
- Fundraising Coordinators: Bryana McDermott, Jodi Fraser
- Treasurer: Amber Creelman
- Secretary: Amy

7. Next meeting January 27, 2026 6:30pm

8. Adjournment

- Meeting adjourned at 7:40pm