

Nelson PAC Meeting Minutes

September 17, 2025

Attendees: Nadine Stack, Candice Li, Kelly Liew, Allison Russell, Anna Kim, Rachel Cobbett, Tina Wang, Cheryl Gipson, David Gipson, Kliv Alborte, Kathy Liu, Marisa, Alan Huang, Sophia, Lynn Lin, Helen Nnadozie, Sheeba Nambiar, Pedro Pietrantonio, Lily Liu, Ghariba Hussain, Gabby, Amanda Tseng, Abbie, Paola

1) Meeting called to order at 7:10 pm

2) Adopt the minutes from the previous meeting

- Amanda motions to adopt the minutes
- David seconds the motion

3) Adopt the agenda

- Kelly motions to adopt the agenda
- David seconds the motion

4) **Principal's Report** - Nadine Stack

- Great start with full classrooms
- Several new teachers including new Kindergarten teacher as Ms. Cobbett is the Head Teacher this year
- Class loading is carefully considered based on how students learn and input from June
- Sep 19 is the Terry Fox Run, targeting to raise \$1200
- Oct 3 - Individual Photo Day
- Oct 6, 7 - Meet the Teacher Conferences (sign up information will go out closer to the date)
- Oct 7 - Early Dismissal at 2pm
- Oct 13 - Thanksgiving
- Indigenous artist has created a new logo for Nelson and assembly will be held.
- Oct 24 - ProD Day
- Cross Country practice has started and we have 45 runners!
- Question about the custodian - day time custodian has been cut due to district budget cuts but there is a custodian that comes in the morning to do a sweep and check before the day starts. Then the custodian comes during lunch to clean up. An afternoon custodian comes to clean at 3pm. If needed between shifts, Ms. Stack can call for clean up.
- A concern raised about trash being left out during the summer break. If noticed again, email Ms. Stack and she will contact the District.
- Question about the status of the new modular building - due to start March 2026 and more information will be available closer to that date
- Question about staff cuts - Staff number is the same this year as last year at Nelson.

5) **Treasurer Report** - Kelly Liew

- Gaming Grant: We apply for a gaming grant each and they provide \$20 for each student based on last year's number of students. Expecting to receive \$7700 later this month.
 - Gaming grant has to be spent for the entire school.
 - We use it for Pumpkin Patch, December Pancake Breakfast, some field trip cost (\$12/student), and extracurricular activities (e.g. tennis lesson, dance lesson)
- Gaming account balance: \$4,790
- General account balance: \$43,806
 - Revenue: hot lunch, freebie sale, popcorn sale, Trivia Night, swag (e.g. t-shirts, gym bag)
 - Expected expenses:
 - \$150 for each division/class (including library, music, ELL, LSS)
 - \$1500 for wish list - in the past, new light system for the gym, new scoreboard. Already approved: tents for emergencies (for earthquake drill)
 - Traffic and safety supplies
 - Movie license (for movie nights)
 - Camp Jubilee contribution (loan no longer needs to be paid back). In 2024, it cost about \$320 per student but the cost to families were brought down after fundraising
 - David motions to approve the budget
 - Marisa seconds.
 - Budget table can be found below.

6) **Chair Report** - Candice Li

- Pumpkin Patch - Oct 22, need volunteers in the afternoon and form will go out a week before the event.
- Book Fair - First week of October - another volunteer opportunity
- Pancake Breakfast - Dec 10 - volunteers needed in the morning
- Fundraising:
 - Events are divided between PAC, Grad Committee, Camp Jubilee
 - Bubble Tea - Camp Jubilee
 - Popcorn, Freezie sales - PAC
 - Freezie sale will be every Friday in May and June
 - Apple sale - Grad Committee?
 - Hot Lunch - Grad Committee?
 - Ms. Stack to meet with grade 7 parents after the meeting.
 - Movie Nights - 2-3 times per school year
 - November 20 - door opens 6pm, movie starts 6:30
 - January 29
 - February 26
 - Trivia Night - to be discussed in the November PAC meeting
- WhatsApp Group per division - a way to connect to other parents in your student's division - Anna to set up

Next meeting: November 14, 2025 at 9:15am

Future Dates:

January 23, 2026 at 9:15am

March 11, 2026 at 7:15pm

May 13, 2026 at 7:15pm

Meeting Adjourned 8:32pm

Nelson Elementary School PAC - Budget
School Year:

2025-2026

Number of Students? **Est. for Budget** **410**
 Actual Number of Students **TBD**

Income Statement with Budgeted figures

	2024-2025 ACTUAL	2025/2026 BUDGET	25/26 YTD ACTUAL	
GAMING ACCOUNT				\$20/stdt grant based on PY enrollment
Gaming Grant Revenue 2022-2023	7,400	7,760	0	
Less Expenses:			0	
Pumpkin Patch (\$3.50/student) + \$300 in supplies	(1,683)	(1,735)	0	12.00 field trip
Pancake Breakfast \$1.50 each	(632)	(615)	(76)	4.00 gym sports
Extra Curricular (sports ~\$4/student)	(3,200)	(1,640)	0	1.50 pancake breakfast
Field Trips (~\$12/student)	(3,567)	(4,920)	0	3.50 pumpkin patch pumpkins
BCCPAC Membership	(100)	(100)	0	0.73 pumpkin patch supplies
Total Expenses	(9,197)	(9,010)	(76)	\$21.73 cost budgeted per child
Gaming account net surplus/deficit	(1,797)	(1,250)	(76)	
Closing Gaming account balance	(1,797)	(1,250)	(76)	
GENERAL ACCOUNT			0	
REVENUES				
<i>Revenues from Grants and Donations:</i>				
Burnaby SD41 Operating Grants	184	185	0	
Donations - PAC Letter and General	0	0	0	
Other Grants/donations	0	0	0	
<i>Revenues (net) from Fundraising:</i>				
Hot Lunch - Revenue	7,283		0	
Hot Lunch - Expenses	(4,162)		0	
Freezie Sale	430	400	0	
Purdys sale /Apple Sale /or other flagship fundraiser	0	500	0	
Popcorn Sales	336	1,000	0	
Popcorn Expenses	0	(250)	0	
Movie Night Revenues	2,301	2,500	0	
Movie Night Expenses (estimate)	(265)	(500)	0	
Trivia night (silent auction/raffle portion)	1,246	1,500	0	
Sports Day	719	500	0	
Nelson Swag (2022 spent \$5215 on inventory)	1,467	800	0	
Miscellaneous (Flipgive Canucks 50/50 fundraise)	1,445	0	0	
Total Revenues	10,983	6,635	0	
EXPENSES				
<i>PAC Funded School Items:</i>				
PAC Banner & Flyers	0	0	0	
Traffic & Safety Supplies	0	(200)	0	
Emergency Earthquake Supplies Renewal	0	(200)	0	
Family Emergency Fund (this is different than backpack)	0	(200)	0	
Lice Screening	0	0	0	
Grade 7 Luncheon (\$5 each x 60?) (can opt out of purchase)	(300)	(300)	0	
Staff Luncheon/Staff Thank You (~\$5-60)	(570)	(600)	0	
Sports Day Juice Boxes	0	(200)	0	
Teachers Consumables (\$150+music/library)	(3,123)	(3,300)	0	
Camp Jubilee Allocation		(1,400)	0	(includes \$600 owed from 2025 trivia night + \$800 Gift)
Special presenters (i.e body science/dance tribe top up)	(655)	(1,000)	0	
Other (wishlist - ADST Art Supplyee, school play supplies)	(1,484)	(2,402)	(902)	\$902 tents apv'd in PY
Total PAC Funded School Items:	(6,132)	(9,802)	(902)	
<i>License and Memberships</i>				
Movie License (split with school)	(200)	(200)	0	
Parent Education (Foodsafe)	0	(150)	0	
Total License and Memberships	(200)	(350)	0	
<i>Other Office and Admin</i>				
PAC Supplies (gloves, utensils, cookware)	0	(200)	0	
Bank Fees				
Appreciation Gift/Gratuities	(150)	(200)	0	
Miscellaneous	(10)	(200)	(37)	
Total Other Office and Admin	(160)	(600)	(37)	
Total Expenses	(6,492)	(10,752)	(939)	
General account Net surplus	4,490	(4,117)	(939)	
Less: Amounts kept in School Account	-\$1,400			
OVERALL NET SURPLUS (DEFICIT)	\$2,694	-\$5,367	-\$1,015	

