

# Parent Advisory Council (PAC)

September 24, 2025



# Welcome!

The New Westminster School District recognizes and acknowledges the Qayqayt First Nations, as well as all Coast Salish peoples, on whose traditional and unceded territories we live, we learn, we play and we do our work.



# Agenda



1. Chair Report
2. Trustee Update
3. Treasurer Report
4. DPAC Report
5. Events Calendar Review
6. Principle Update
7. New Business

# Chair Report

- **Big Tweeds Welcome!**
  - new students and guardians!
  - new staff members including our new Principal and Vice Principal
- **House keeping:**
  - Approval of agenda
  - Approval of previous minutes
  - Voting in our new Member at Large
- **Updates:**
  - Successful welcome parents' coffee morning, and Freezie Friday, thank you to all volunteers!
  - Look out for our upcoming survey!
- **Planning 16 events this year including:**
  - Halloween Costume Swap
  - Movie Nights
  - Bonjour Bonne Nuit
  - Fun Lunch and Treat Days
  - Family Dance Party with DJ
  - And more...

# Meet the PAC Exec



**Stuart**  
Chair

This is Stuart's 3rd year on the PAC. He has two daughters at Lord Tweedsmuir, one starting in Kindergarten and one in Grade 4 both in French Immersion.



**Jen**  
Vice Chair

This is Jen's 2<sup>nd</sup> year on the PAC. She is a mom of 3 girls. Her oldest is now in Glenbrook Middle School & her Twins will be in Grade 4 in French Immersion this year.



**Jess**  
Treasurer

This is Jessica's second year as PAC Treasurer. She has two boys at Lord Tweedsmuir, one in Grade 2 and one in Grade 5.

# Meet the PAC Exec



**Christine**  
Secretary

This is Christine's second year on the PAC. She has one daughter who will be in Grade 4 this year in the French Immersion Program.



**Krista**  
DPAC Rep

This will be Krista's fourth year on the PAC. She has 2 girls, entering grade 2 and 4. She serves as our district PAC rep. If you're interested in chatting about SD40 concerns or ideas (like capacity), please connect!



**Chelsea**  
Member-At-Large

This is Chelsea's first year on the PAC after coming to us from the Board for St. Barnabas Daycare. She has an english grade 3'er and a French grade 1'er, AND an identical twin you may see running around the grounds!

# Meet the PAC Exec



**Rikesh**

Member-At-Large

This is Rikesh's 1st year on the PAC. He has 2 kids at Lord Tweedsmuir. His daughter is going into grade 4 and son into grade 2, both in French Immersion.



**Theresa**

CPF Secretary / School Rep

Theresa is our Canadian Parents for French School Representative and has two girls in the FI program at Ecole Lord Tweedsmuir.

**Holly**

Member-At-Large

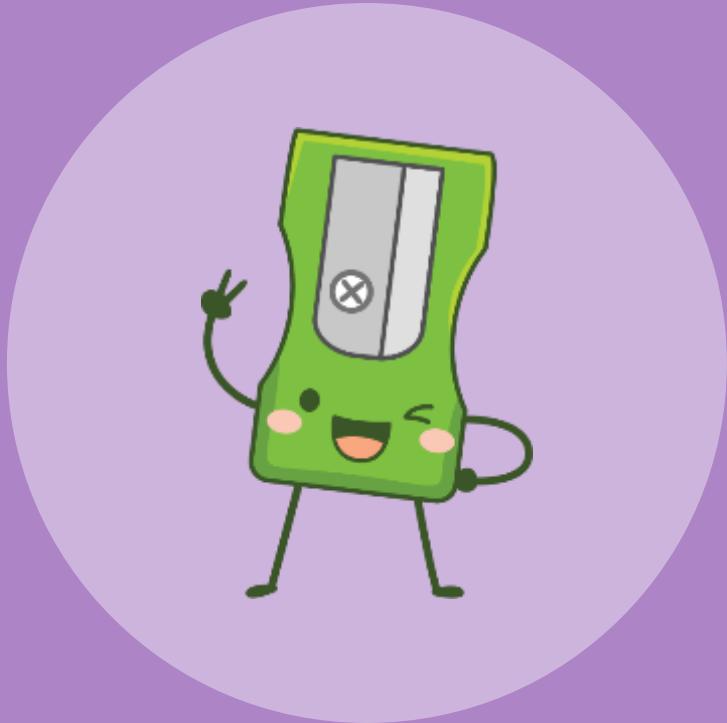
Holly has two children attending Lord Tweedsmuir and is looking forward to an other exciting school year.

**Member-at-Large**

Position is Currently Vacant

If you are interested in joining the PAC this school year, please reach out to us at, [pactweeds@gmail.com](mailto:pactweeds@gmail.com)

# Membership – Can I join?



YES!

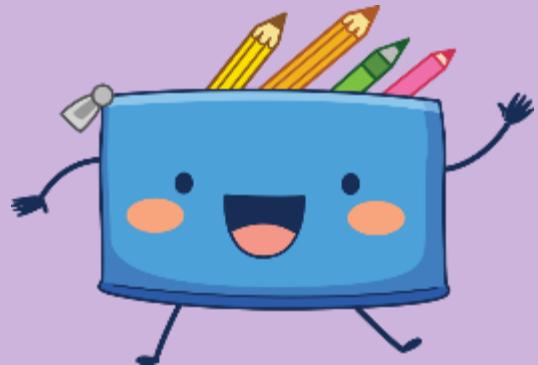
1. All parents and guardians of students registered at Lord Tweedsmuir School shall be voting members of the PAC.
2. Administration and staff (teaching and non-teaching) of Lord Tweedsmuir School shall be non-voting members of the PAC.
3. Members of the school community who are not parents of students currently in the system shall also be non-voting members of the PAC.

# Goal and Objectives



1. To enhance partnership and communication among the parents, the community, the students and the school staff and administration.
2. To review, discuss, and make recommendations to the administration on:
  1. School policy and procedures
  2. Programs and services
  3. Facilities and equipment
  4. Parent/community education
  5. Learning resources

# Goal and Objectives



The PAC may not discuss school personnel, individual students or individual parents

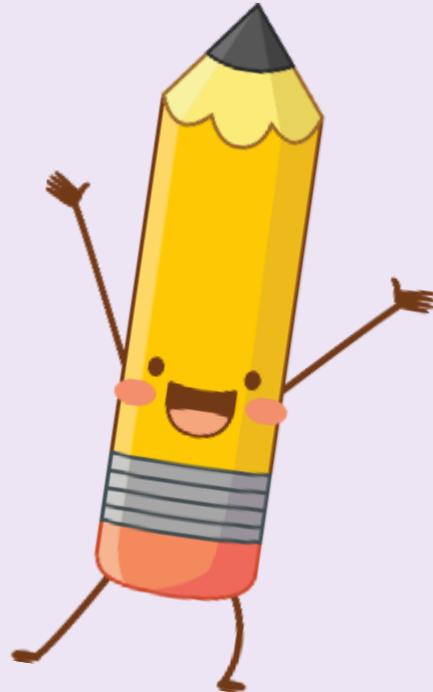
3. To promote co-operation between the home and the school in providing for the education of children.
4. To contribute to the effectiveness of the school by promoting the involvement of parents and other community members.

# Ok, but what do you do?

- Apart from our listed objectives, we also help organize:
  - Fun Lunches!
  - Art Cards
  - Movie Night
  - Bingo Night
  - Entrepreneurial Fair
  - Carnival
  - And much more...



# How can I help?



- Come to the PAC meetings! Your voice matters!
- Sign up on our volunteer list for one of the following areas:



<https://forms.gle/ic6cbdGeuJ3fPAf7A>

## PAC Info

- We meet **every fourth Wednesday every alternating month** (with some exceptions) **at 7pm – see schedule on the School PAC website [here](#)**
- We require **at least 7 voting eligible members** present to obtain Quorum
- Quorum is needed so we can vote and make decisions

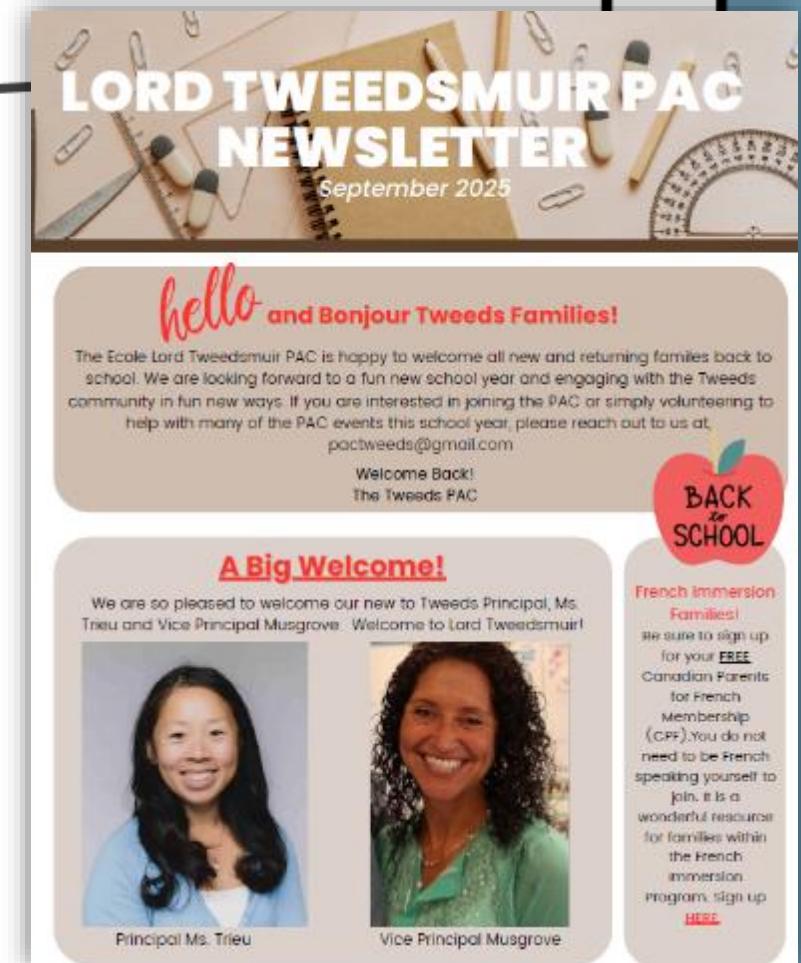
# PAC Meeting Schedule



Date	Event	Time	Venue
<b>24-Sep</b>	General PAC Meeting	7 pm-8 pm	Library
<b>26-Nov</b>	General PAC Meeting	7 pm-8 pm	Online using Google Meet
<b>28-Jan</b>	General PAC Meeting	7 pm-8 pm	Library
<b>22-Apr</b>	General PAC Meeting	7 pm-8 pm	Online using Google Meet
<b>27-May</b>	AGM PAC Meeting & Elections	7 pm-8 pm	Library
<b>24-Jun</b>	General PAC Meeting & Budget Approval	7 pm-8 pm	Online using Google Meet

# Resources

- Look out for our fab Newsletter!
- Find us on social media
- [Instagram](#) or [Facebook](#)
- Go to the school website
  - View information on upcoming and previous meetings
  - Find contact information

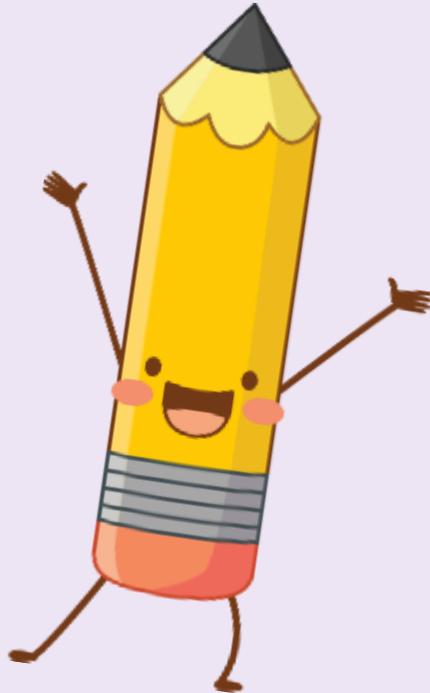


# Trustee Update

- Marc Andres
- General update



# Treasurer Report



- General Account is at \$28,080.94
- Yet to receive our gaming grant, estimated around \$8,800.00

# Lord Tweedsmuir PAC 2025-26 Budget

		2025-26	2025-26	
		Forecast Revenue/Ex pense	Actual Revenue/ Expense	Variance to Budget
<b>Beginning cash balance</b>		<b>28,080.94</b>		
<b>REVENUE</b>	Fundraising	6,000.00	(6,000.00)	
	Donations		0.00	
	Gaming Grant	8,800.00	(8,800.00)	
	<b>TOTAL INCOME</b>	<b>14,800.00</b>	<b>0.00</b>	<b>(14,800.00)</b>
<b>EXPENSE</b>	PAC Related	1,011.00	1,011.00	
	Fundraising related costs	2,000.00	2,000.00	
	School Support	14,700.00	14,700.00	
	School Community Support	1,600.00	1,600.00	
	Classroom Support	12,250.00	12,250.00	
	Bursaries	1,000.00	1,000.00	
			0.00	
	<b>TOTAL EXPENSE</b>	<b>32,561.00</b>	<b>0.00</b>	<b>32,561.00</b>
	<b>Grand Total</b>	<b>(17,761.00)</b>	<b>0.00</b>	<b>17,761.00</b>
<b>Ending cash balance</b>		<b>10,319.94</b>		

## Budget Area Descriptions

**Donations** - Donations to the PAC, generally for subsidized lunches

**Fundraising** - Revenues and Expenditures for Fundraising activities (i.e. fun lunch)

**PAC Related** - PAC Operational Expenses (i.e. bank fees)

**School Support** - General School project supports (i.e. mulch for school garden)

**School Community Support** - PAC-led activities or workshops to support school community and parents (i.e. anti bullying workshop, movie nights)

**Classroom Support** - Field trips or non-curricular classroom materials

**Bursaries** - Bursaries Granted to former Lord Tweedsmuir Students for Postsecondary Education

**Gaming** - Grant received from the province to support PAC activities

REVENUE/EXPENSE	GL	GL Notes	Projected Expense	Projected Revenue
<b>Donations</b>	<b>1000</b>			
Subsidized lunches	1100	donations for low income family lunches brought in through MunchaLunch order add		
			<b>1000 Total</b>	<b>0.00</b>
<b>Grants</b>	<b>2000</b>			
BC PAC Gaming Grant	2100	Provincial Grant from Province to BC PACs		8,800.00
			<b>2000 Total</b>	<b>0.00</b>
<b>Fundraisers</b>	<b>3000</b>			
Fun Lunches	3100	Revenue brought in through monthly fun lunches		2,000.00
Event Concessions	3200	Revenue from event concessions		3,000.00
Chicken pot pie	3300	Revenue from frozen chicken pot pie sales		
Gift Art Cards	3400	Revenue from Gift art cards		3,000.00
General overhead	3500	Fundraising overhead		
Purdies	3600	Purdies Chocolates		
Mom's Pantry	3700	Mom's Pantry sales		
Carnival	3800	Winter or Spring Carnival		
			<b>3000 Total</b>	<b>2,000.00</b>
				<b>6,000.00</b>
<b>PAC Related</b>	<b>4000</b>			
Equipment	4100	PAC equipment expenses		
BC PAC Dues	4200	MunchaLunch and BC PAC memberships		411.00
Banking Fees	4300	Cheque orders		200.00
Food Safe certification fees		For fun lunch volunteers		400.00
			<b>4000 Total</b>	<b>1,011.00</b>
				<b>0.00</b>

<b>School Support</b>	<b>5000</b>				
Entreprenurial Day	5100	PAC overhead costs for running entrepreneurial fair			300.00
Student Spirit Wear	5200	The PAC provides t-shirts to all Kindergarten Students			1,500.00
School Wide workshops	5300	Workshops such as Art Starts, Saleema Noon, etc. Workshops are proposed by Principal annually. Costs should be allocated to Gaming Grant Expenses			4,000.00
Garden	5400	Mulch, tarps etc for school garden. Costs should be allocated to Gaming Grant Expenses			2,000.00
Library (non-curricular)	5500	Books for school library. Costs should be allocated to Gaming Grant Expenses which is why books are non-curricular			1,000.00
Equipment		Portable Speaker & Mic, and upgrade to School Gym Audio)			3,500.00
Grade 5 Graduation	5600	school bus fees for year end trip and food for grad party. Costs should be allocated to Gaming Grant Expenses			2,000.00
Sports Day	5700	twizzlers and freezies for students. Costs should be allocated to Gaming Grant Expenses			400.00
			<b>5000 Total</b>	<b>14,700.00</b>	<b>0.00</b>
<b>School Community Support</b>	<b>6000</b>				
Welcome Back Parents	6100	coffee and snacks for Sept Parents Welcome-back			200.00
Teacher Appreciation	6200	PAC hosted coffee for teacher appreciation			300.00
PAC events	6300	Snacks for PAC movie nights			1,000.00
Gift cards		For survey			100.00
			<b>6000 Total</b>	<b>1,600.00</b>	<b>0.00</b>
<b>Classroom Support</b>	<b>7000</b>				
Field Trip and Classroom Funds	7100	funds to support class field trips and classroom supplies \$500/class			12,250.00
			<b>7000 Total</b>	<b>12,250.00</b>	<b>0.00</b>
<b>Bursaries</b>	<b>8000</b>				
High school grad bursaries	8100	2 X 500.00 Bursaries provided from PAC to past Tweedsmuir students that have gradu			1,000.00
			<b>8000 Total</b>	<b>1,000.00</b>	<b>0.00</b>
			<b>GRAND TOTAL</b>	<b>\$ 32,561.00</b>	<b>\$ 14,800.00</b>

# DPAC Update



- General update
- Items relevant for our school

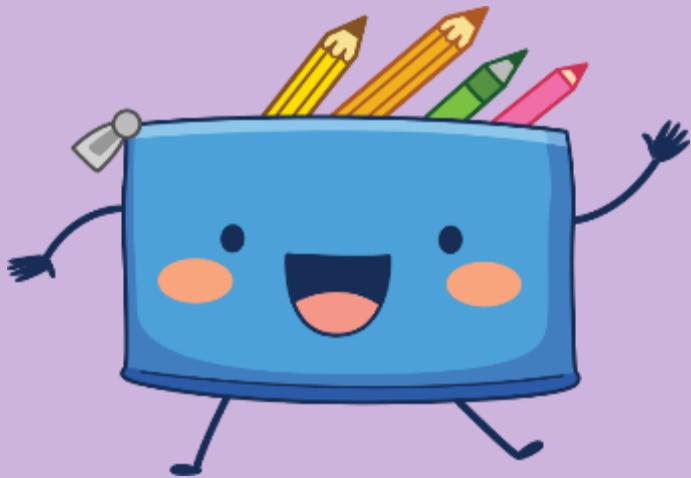
# Event Calendar Review

Date	Event	Type	Time	Venue	Lead
Sep	Art Cards (Beg Oct – End Nov)	Fundraiser	-	-	<b>VACANT</b>
24-Sep	PAC Meeting	PAC Meeting	7-8 pm	Library	Stuart
3-Oct	Halloween Costume Swap / Movie Night	Non-Fundraiser	5-9 pm	Gym	Jen
13-Nov	Bonjour Bonne Nuit	CPF	6:30-7:30 pm	Library	Theresa
26-Nov	PAC Meeting	PAC Meeting	7-8 pm	Virtual	Stuart
28-Nov	November Fun Lunch	Fun Lunch	11-12:30 pm	Music Room	Christine
11-Dec	December Treat Day	Treat Day	11-12:30 pm	Hallway	Christine
12-Dec	Holiday Movie Night	Non-Fundraiser	5-9 pm	Gym	Jen
28-Jan	PAC Meeting	PAC Meeting	7-8 pm	Library	Stuart
30-Jan	January Fun Lunch	Fun Lunch	11-12:30 pm	Music Room	Christine

# Event Calendar Review

Date	Event	Type	Time	Venue	Lead
6-Feb	Family Dance Party with DJ	Fundraiser	5-9 pm	Gym	<b>VACANT</b>
Feb	Spring Fundraiser	Fundraiser	-	-	<b>VACANT</b>
26-Feb	February Treat Day	Treat Day	11-12:30 pm	Music Room	<b>VACANT</b>
22-Apr	PAC Meeting	PAC Meeting	7-8 pm	Virtual	Stuart
23-Apr	April Fun Lunch	Fun Lunch	11-12:30 pm	Music Room	<b>VACANT</b>
24-Apr	Bingo / Movie Night	Fundraiser	5-9 pm	Gym	<b>VACANT</b>
5-May	Entrepreneur Fair	Fundraiser	4:30-7 pm	Gym	<b>VACANT</b>
5-May	Teacher Appreciation	Non-Fundraiser	-	-	<b>VACANT</b>
27-May	PAC Meeting & Elections	PAC Meeting	7-8 pm	Library	Stuart
29-May	May Fun Lunch	Fun Lunch	11-12:30 pm	Music Room	<b>VACANT</b>
4-Jun	Welcome to Kindergarten	Non-Fundraiser	-	-	<b>VACANT</b>
18-Jun	Sports Day + Treat Day	Non-Fundraiser	11-12:30 pm	-	<b>VACANT</b>
24-Jun	PAC Meeting & Budget Approval	PAC Meeting	7-8 pm	Virtual	Stuart
23-Jun	Grade 5 Graduation	Non-Fundraiser	-	-	Christine

# Principle Update



- Ms. Trieu
- General update

# New Business & Adjournment

1. New Business Items
2. Adjournment



**Next meeting 26<sup>th</sup> Nov @ 7pm**

**ONLINE with Google Meet**