

**William Bridge Elementary School
Parent Advisory Council (PAC)
Minutes of Meeting
Tuesday, November 18th, 2025
7:00 pm**

Present: Angeline N., Angel B., Sarah M., Sara L., Winsy, Mei S., Theresa M.

Non-Voting: Colleen O.

Regrets: Kim N., Eleanor L., Sally M.

Chair calls the meeting to order.

Agenda adopted.

Moved by Theresa, seconded by Angeline. Carried.

Previous minutes adopted.

Moved by Angeline, seconded by Sara. Carried.

Admin Report – Colleen O.

- Land acknowledgement and recognition of seasonal changes.
- New noon-hour supervisor: **Ms. Huen**, a Richmond music teacher with connections to our students.
- Remembrance Day ceremony went very well.
- Upcoming events:
 - Will's Jams – Nov. 27
 - Grade 7 Volleyball Jamboree – Nov. 27
 - Winter Musical – Dec. 17
 - Winter Wonderland Skating – Dec. 19
- 3D printer: district recommends a higher-cost model; Angeline will provide details from Catherine.

Treasurer's Report

- **General Account:** \$50,902
- **Gaming Account:** \$7,038

- **Halloween Dance Revenue:** \$2,522

Motions:

- Treasurer's report adopted. *Moved by Mei, seconded by Sarah. Carried.*
- Approve **\$25** for Haunted Hallway supplies. *Moved by Mei, seconded by Angel. Carried.*
- Approve **\$32** for printer ink for hot lunch lists. *Moved by Mei, seconded by Sara. Carried.*
- Approve **\$2,473** for new 3D printer. *Moved by Mei, seconded by Sara. Carried.*

Colleen will send the full teacher wishlist for future review.

New Business

Grade 7 Grad Committee

Committee is still needed. Grade 7 fundraising remains separate from Grade 6/7 camp fundraising.

Halloween Dance Review

Raised over **\$2,500** with minimal expenses.

Highlights: Early setup, smooth ticket and food sales, reliable DJ, successful contests, and strong turnout.

For next year: More volunteers for setup, clearer signage, improved supervision of activity stations, better flow in the hallway experience, a more organized food distribution system, and potentially ordering more drinks and pizza.

Supporting Families

PAC is committed to supporting families who may need financial assistance for events.

Colleen will discreetly contact supported families to let them know help is available.

Payment Options

Discussion on using Square or similar systems for card payments.

Colleen will connect Angelina with a PAC already using Square.

Pancake Breakfast

Options discussed:

- Saturday family fundraiser

- Weekday student breakfast

Not enough time to plan the Saturday event.

February dates were considered, but after the meeting the decision was made to postpone the event to next year.

Fundraiser Proposal

Sara L. proposed **\$40 mini photo sessions** (15 minutes including one edited photo).

More details to come at the next meeting.

Next Meeting: January 20th

Adjourned. *Moved by Sara L., seconded by Angeline. Carried.*