

Doncaster PAC – January 2026 General Meeting Agenda

Date: Tuesday, January 6, 2026

Time: 6:45 pm

Location: École Doncaster School Library

Chair: Laura Mercer

In attendance:

Laura Mercer

Nicole Laird

Sona Nicholas

Anthony Kennedy

Heather McNally

Juila

Olivia Furlong

Stephanie Churcher

Evelyn Gregory

Chris Wright

Staff: Ingrid Fawcett

1. Call to Order & Welcome

- Meeting opened by Laura at 6:53pm

2. Acknowledgement of Traditional Territories

3. Verification of Quorum

- currently 10 members in attendance (at start of meeting), quorum met

4. Approval of Agenda

- a. Proposed Motion: *That the Tuesday January 6th, 2026, agenda be approved.*

MOVED by Oliva seconded by Laura

5. Approval of Minutes of November General Meeting

- a. Proposed Motion: *That the December 2nd, 2025, minutes be approved.*

MOVED by Anthony, seconded by Laura

6. Principal & Vice-Principal Update

- VP is currently on leave, acting VP to be announced soon
- Ministry of Education parent satisfaction survey will be coming out soon
- School clubs update: basketball for grade 5's
- District initiative around literacy (french and english)- professional development for teachers
- Development of a sensory space: could potentially ask for funds from DPAC in the future

7. President's Report

- a. December events
 - i. Family mini photo sessions recap
 - made \$400 (sitting fee)

- possibly do this event in line with another event next year as opposed to Christmas?
 - ii. Holiday Family Movie night recap (Stephanie C)
 - \$30 revenue plus tap machine revenue (unknown at this time).
 - **ACTION ITEMS:** look at implementing a minimum tap buy
 - possibly look at changing the date for next year (was the second last day of school before the break)
 - potential to start movie a little earlier in future movie events
 - b. Jersey update
 - Updated jerseys ready, will bring one in next meeting
 - c. January events – all deferred
 - d. Option to resubmit proposed [NatureScape playground plan](#) for SD61 assessment
 - i. Approx cost & examples from other local schools
 - Ingrid is waiting for a quote; Laura reached out to 2 schools with a similar playground to see what the cost was
- 8. Treasurers' Update (Alicia & Dan)- not in attendance**
- a. GICs purchased 40K in total
- 9. New Business**
- a. Fun Lunch (Sona)
 - Request for sundry budget to cover small operating budget of cutlery, plates, napkins, printer ink and paper etc,
 - MOVED by Laura** \$250/year fun lunch sundry budget, all in favour; **CARRIED**
 - fun lunch cost has been reduced,
 - donation button added
 - b. WestCoast Seeds Fundraiser (Evelyn)
 - Fundraiser approved from January 19-February 2, 2026
 - Proceeds will go to school garden
 - Abigail asked for small shovels for kids, trellis around the gate, etc
 - c. BINGO night (Warren) – planned Friday February 6th
 - In need of a co-lead to take over for next year
 - Begin gathering prizes
- 10. Ongoing Business – Focus session #1 Constitution & Bylaws**
- DPAC [Mission & Purpose Section](#) (Oliva F)
- a. Group brainstorm & discussion
- 11. Adjournment**
- Meeting ended at 8:01pm

Next Meeting Tuesday February 3, 2026

ADDENDUM TO 10.a.

For reference. Full DRAFT Constitution and Bylaws: <https://doncasterpac.wordpress.com/>

Section 2 – Purposes of the Council (DRAFT FOR BRAINSTORMING & DISCUSSION)

The purposes of the Council will be:

1. To support, encourage, and improve the quality of education and the well-being of students at École Doncaster Elementary School (“Doncaster”).
2. To advise the school board, principal, and staff on parents’ perspective on any matter relating to Doncaster’s programs, policies, plans, and activities.
3. To communicate with parents and to promote cooperation between the home and school in providing for the education of the students.
4. To organize activities and events that are accessible to all Doncaster students and/ or families.
5. To promote the interests of public education, and particularly the interests of Doncaster.
6. To contribute to the effectiveness of the school by promoting involvement of parents and other community members.
7. To provide leadership in the school community.
8. To contribute to a sense of community within the school and between the school, home, and neighbourhood.
9. To provide parent education and a forum for discussion of educational issues.
10. To assist parents in obtaining information and communicating with the principal and staff about their child’s progress or other concerns.
11. To assist the principal and staff in ensuring the highest safety standards are maintained in the school and neighbourhood.
12. To provide financial support for the goals of the Council, as determined by the membership.
13. To advise and participate in the activities of Victoria Confederation of Parent Advisory Councils and the BC Confederation of Parents’ Advisory Council