



Ferris Elementary Parents Advisory Council (PAC) Meeting
April 13, 2026, 6:00-7:00 pm
Meeting Minutes

Attendees:

Mr. A., Mr. Narbett, Zoe, Julia, Angel, Mikako, Kavuluru, Jovy, Isabella, Henry, Gladys

Welcome and Introduction –Zoe (PAC Chair)

a) Welcomed and Approved Minutes and Today's Agenda

Zoe welcomed the parents in attendance. The minutes from the March 9, 2026 PAC meeting and today's agenda were reviewed and unanimously approved by all attendees. Both the minutes and the agenda have been formally adopted.

b) Old Business

Richmond Community Celebration Grant application had been submitted on March 31, 2026 and the decision is usually made during May and the grant will be used for the "Music in the Park" of our school.

School Administrative Report

1. Mr. A:

1) TTK Program-Early Learning program is now enrolling (The representative from TTK introduced two new programs that opened by TTK)

- a) Early Learning at Maple Lane (9:15am-2:15pm) for age 2.5-5 years old



PARENT ADVISORY COUNCIL
W.D. FERRIS ELEMENTARY SCHOOL

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- b) Early Learning at Bridge (7:30am-5:30pm): Early Learning Program now enrolling: Full-Day Early Learning program at Bridge Calubhouse located at 10400 Leonard Rd, Richmond, BC; Hours from 7:30 am to 5:30pm; ages from 2.5 to 5 years old.
- 2) Learning events-Grade 4-7
- 3) Grade 7 Graduation ceremony-June 23, 2026:
- 4) There are two teachers will retire: Ms. Stene and another TBD
- 5) There will be still 26 Divisions in next school year
- 6) There are 68 kids will be joining in kindergarten next school year
- 7) Learning update published to MyEd on April 23, 2026
- 8) Ferris has been awarded a Playground Equipment Program grant from the Ministry for \$200,000 to replace the existing playground with a new accessible playground
- 9) The student survey results demonstrate a strong level of satisfaction with Ferris School.

Mr. Narbett:

- 1) Will conduct a Fire drill on April 14, 2026
- 2) **Track Attack:**
 - Grade 3-5 from April 20-23 (1:00pm-2:30pm)
 - G5-7 from May 4-8 (1:00 pm-2:30pm)
- 3) Track Meet for Divisions 1-8 @ Minoru Park: Event Date-Wed, May 13 2026, All day
- 4) Fast and Ferris Running Club-every Tuesday from 2:50pm-3:30pm for Grade 4-7
- 5) Parent information night will be on April 14, 2026-regarding Grade 7 camping trip

PAC Financial Report-Zoe

- 1. General account balance: around \$20k
- 2. Gaming account balance: around \$11k



PAC Hot Lunch Updates

- **Term 3 Hot Lunch:** Apr 10 - Pizza, Apr 24 – Premium Central Kitchen, May 8 - Subway, May 22 - Sushi, June 5 – Libby’s Kitchen, June 19 - Pizza
- **Universal Hot Lunch:** Mar 13, Apr 17, May 14 (Thu), Jun 12. PAC will continue to recruit parent volunteers to distribute UHL
- **Issues re:** April 10th Pizza Hot Lunch
 - a. Orders must be placed 1 week prior to PAC HL; and
 - b. Confusion between PAC HL and UHL

PAC Events Updates

1. May 11th - PAC AGM

Nomination announcement has been sent out with the school’s weekly email. Please encourage, invite and welcome parents to join our PAC ***Executive team*** — including Chair, Secretary, Treasurer, Hot Lunch Coordinator, and Event Coordinator roles!

Our role as PAC is to help strengthen the connection between home and school, and to support our children’s educational journey beyond the regular curriculum. We aim to provide the “extra” opportunities and resources that the school’s regular funding can’t cover. To do this, we have to fundraise. That’s why Ferris PAC organize events including: Hot Lunch, Ferris Wear, Return-it Recycling, Winter Holiday Party, Fun Fair.

The difference between a PAC volunteer and a PAC executive mainly comes down to responsibility, decision-making, and time commitment.

- 1) **PAC Volunteer** 🙌 Support the work — they help make events and programs happen.
 - Helps with specific activities or events (e.g., hot lunch, fundraising, book fair, garage sale)



- Usually signs up on an as-needed basis
 - Does not typically attend executive meetings regularly
 - Lower time commitment and more flexible
- 2) **PAC Executive** 👉 Lead and oversee the direction and operations of the PAC.
- Attends regular PAC meetings
 - Participates in planning, budgeting, and decision-making
 - Has signing authority (Treasurer/Chair) and governance responsibilities
 - Greater time commitment and accountability

2. May 28th - Fun Fair

- Zoe will be sponsoring the 400pcs small prizes, already purchased and organized. Zoe will bring in a large-scale cotton candy machine, Jovy has volunteer to be in charge.
- Please provide your comments on the raffle prizes, as we will need to submit our gaming license application and obtain the license number before proceeding with printing the raffle tickets.
- Zoe has connected with and conducted a site visit to a new vendor who is able to print our tickets at a cost that is \$200 lower than our previous supplier. We are planning to print 3,000 tickets using a lighter cardstock, while keeping the same size as last year.
- Items that we need: big transparent plastic bin for raffle stubs, canopies (will borrow four)
- Poster and raffle ticket design draft is ready for review.
- Two Youth Section RCMP members will be on-site to patrol during our event
- Confirming guests for lucky draw.
- Please provide your comments on the game stations.

3. May 14, 2026 afternoon - Welcome to K (hosted by school)



4. June 11, 2026 - Music in the Park

5. June (TBD) - Staff Appreciation Lunch

6. June 23, 2026 - Grade 7 Grad Luncheon:

- We should begin planning for this year's Graduation luncheon. Enid and Isabelle will lead.
- As in previous year, PAC is budgeted to contribute \$750 toward the luncheon and decorations, as well as \$750 toward the yearbooks. Any additional donations would help enhance the event and ensure a meaningful celebration for our graduating students. Enid will be leading this event.

RDPA Report-Zoe (April 7th)

RDPA AGM is on May 5, 2026

New Business-Zoe

1. What is our next big project for PAC?
2. Event ideas for 2026-2027 – DJ Mario Halloween or Christmas dance party?

Next PAC Meeting:

May 11, 2026 (AGM)

Adjournment: This meeting adjourned at 7:00 pm. See you at next PAC and thank you very much for your contribution!