

PAC General Meeting Agenda

Herbert Spencer Parent Advisory Council

January 7, 2026 | 6:30 pm | *Meeting called by* Courtney Daws

École Herbert Spencer School Library

1. Call to Order Courtney Daws
2. Land Acknowledgement: *We recognize and respect that Herbert Spencer Elementary School is on the unceded territories of the hən̓q̓əmin̓əm̓ speaking peoples.* Courtney Daws
3. Approval of Agenda Courtney Daws
4. School Trustee Report (tbc) Danielle Connelly
5. Approval of November 2025 General Meeting Minutes Courtney Daws
6. Correspondence Christina Service
7. Principal's Report Paul Manville & Erin Bannister
8. Chair's Report Courtney Daws
 - Craft Fair & First Light
 - Window Painting
 - Budget for Fish Maintenance – Adam Cotterall
 - Vacant PAC Positions
 - Secretary
 - Yearbook (shadow opportunity)
 - DPAC
 - PAC Facility Rental Dates: February 24; April 21
9. Vice Chair's Report Christina Service
10. Treasurer/CFO Report Donald Rhee
11. CPF Report Wendy Rafuse
12. DPAC Report Christina Service
13. Committee Reports Karyn Audet;
 - Events Committee Renee Nixdorf; Am Duhra; Amy Parr
 - Carnival
 - Fundraising Committee Erin Shaw; Allison Mounsey
 - Member Communication/Yearbook
 - Grade 5 Committee (tbd)
 - Dance/Gym event?
14. Questions and Comments Courtney Daws
15. Adjournment - Next Meeting: February 4, 2026 Courtney Daws