

WISHART ELEMENTARY SCHOOL

PAC MINUTES — SEPTEMBER 23, 2026

MEMBERS PRESENT

There were **18 members present**: Anna Fighter, Karla Maria Ramirez, Breanne Epoch, Katie Walters, Kristen Wilson, Kristi Walkey, Daniela Masse, Preston Lowther, Sandra Neureuther, Erin Brownlow, Lindsay Baker, Tami Brown, Brittany Edwards, Mary McEachern, Rhiannon McLaren, Scott Put, Scott Put's spouse (name not written on sign in sheet) Stacy Scriver, additional person arrived but name unknown.

CALL TO ORDER

The meeting began at **6:06 pm** by PAC President Anna.

APPROVAL OF MINUTES

The **June PAC meeting minutes** were adopted as written. Karla Maria moved to adopt the minutes and Anna seconded. **Motion passed.**

The minutes will be posted on the Wishart Elementary website and Facebook page.

ADMIN REPORT — Preston Lowther, Principal

- **Orange Shirt Day:** Whole-school assembly planned.
- **Photo Day:** October 1st
- **Cross Country:** October 1st
- **Terry Fox Run:** October 2nd.
- **Meet the Teacher:** October 1st PAC is welcome to attend and speak. 6:00-6:30 meet the teacher in classrooms, Meet the staff event in gym begins at 6:30.
- **Costume Day:** October 30th.

TEACHER FUND REQUESTS / SCHOOL ACCOUNTS

The PAC discussed teacher discretionary and field trip funding. Last year, the PAC provided **\$600 per field trip** and **\$20 per student for discretionary funds**. Mary requested that discretionary funding return to an amount **per student rather than per class**.

Discussion included:

- Discretionary funds per class/student.
- Teachers being able to choose educational apps and resources that best support their students.
- Examples included science experiments and additional art supplies.

- Unused field trip funds may be carried over to following year, with the PAC topping them back up to their predecided amount.
- Some field trips are partially charged to parents.

Teacher Requests:

- **Jane Sinclair — LIT/LA:** Literacy resources, including Decodable Readers and literacy games.
- **Music:** New piano, replacement drum head and other equipment. Estimated cost for music: **\$1,200**.
- **IXL:** Decision tabled until October. Ms. Walkey is looking into different plans. Wishart's renewal date for IXL is Oct 29th.
- **Tami Brown:** New parachute for gym
- **Library / ADST:** Approximately 225 students participate in ADST. Requests include organization bins, genre-fying books, and new bins to make books more accessible. Purchasing seasonal displays and signs were also discussed.
- **ADST Maker Space:** Consumable supplies are needed, as well as non-consumable items such as LEGO and building tools.
- **Library/ADST Printer:** The old printer has broken and a new printer is requested.

MURAL PROJECT

The school is partnering with PAC on the mural installation. The estimated cost to install the mural in the gym is now **\$2,500**, including plexiglass and installation. If asbestos is discovered, the cost may be higher.

The group discussed:

- Alternative locations for the mural.
- Indoor and outdoor installation options.
- The possibility of digitizing the mural.
- The hope is to install the mural in the gym.

Preston will do a walk-around with Anna and a staff member to look at possible secondary locations if Gym is too expensive. The mural project was tabled until October.

TREASURER REPORT

General Account: \$50,030.66

Gaming Account: \$8,719.77

The annual PAC budget is approximately **\$42,000**.

Past treasurer Katie has applied for the gaming funds and has not yet received them. The funds are normally received toward the end of September. Thank you to Katie for completing the application.

There are currently **302 students** at Wishart Elementary.

FUNDING / DONATIONS

Sports Council:

The Sports Council fee is \$400 per year (up from \$300 last year). The sports council requires immediate payment in order to pay for the cross country ribbons. There is no funding from the district this year.

Tami put forward the request for \$400. Anna moved the motion and Karla Maria seconded. PAC Voted, all in favour. **Motion passed.**

Family Wishart Donation:

A **\$100 gift card** was requested for a Wishart family. Anna moved the motion and Anna seconded. PAC Voted, all in favour. **Motion passed.**

Gofundme link: <https://gofund.me/904b8a3da>

FUN FOOD / HOT LUNCH

Hot lunch has been set up and is open for October Orders!

- October 2 - Panago Pizza
- October 9 - Crazy Cookie House
- October 16 - White Spot
- October 30 - Kernels Popcorn

In the past, funds raised through the Fun Food website would cover the cost of Fun Food for students who participate in the lunch program. Last year the donations received on the Hot Lunch website did not cover the whole cost of supporting students on the food program. Preston said the school is organising their own affordability funds to cover those students' lunches. [Hot Lunches - Wishart Elementary](#)

FUNDRAISING

The annual fundraising budget was discussed, with approximately **\$42,000** required annually. Karla Maria shared a graph showing the net amounts raised from each fundraising event including hot lunch.

Fundraising events discussed included:

- Halloween Dance - October 29th. DJ has been booked.
- Craft Fair - November 28
- Game Night - February
- Fun Fair - June

Other Fundraisers:

- Bottle Drive: October 17th in the upper parking lot. Volunteers needed! Email: wishartpacsecretary@gmail.com to sign up
- Mabel's Labels – enter Wishart at checkout

- Glenwood Meats – send your receipts to the office 10% back
- Alpine Bottle Depot – donate your bottles and indicate that it is for Wishart

PAC EXECUTIVE / VOLUNTEER POSITIONS

The following positions are available:

- Vice President
- Events
- Hot Lunch
- SPEAC Representative
- Fundraising Coordinator

Breanne offered to take on Events, Hot Lunch, or Fundraising. Anna and Breanne will speak further about a potential role.

EVENTS

Events discussed included. The idea of making committees to organize each event was talked about.

- Dance
- Game Night
- Halloween Dance
- Craft Fair — TBD
- Fun Fair

SOCIAL MEDIA / COMMUNICATIONS

The PAC discussed improving communication with families.

- New families are being added to the PAC Facebook group.
- PAC currently does not have access to the existing Instagram page. The possibility of creating a new Instagram page was mentioned.
- There is interest in creating a separate **PAC newsletter**.

SPEAC: [District Parent Advisory Council | Sooke School District](#)

Schools can send multiple representatives but each school receives **one vote** through SPEAC.

Scott volunteered to be the Wishart PAC SPEAC representative.

Anna nominated Scott and Kristen seconded, all voted in favour. **Scott was welcomed as the SPEAC representative.**

ADJOURNMENT

Meeting called to close at 7:30 pm.