

ÉCOLE PAULINE JOHNSON PARENT ADVISORY COUNCIL MEETING  
Annual General Meeting (AGM 2025)  
Meeting Agenda  
June 12<sup>th</sup>, 2025 6:00-8:00pm  
Location: Pauline Johnson Gym

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1. **Welcome and call to order** (Barry Nguyen)
2. **Land Acknowledgement** (Barry Nguyen)
3. **Introduction of new Principal:** Mme. Evans
4. **PJ Choir Presentation**
5. **Approve of last meeting's minutes:** April 24 2025 (1<sup>st</sup>: Lauraline    2<sup>nd</sup>: Claudia)
6. **Principal's Report:** (Mme. Zielinski)
  - Sports Day
    - Friday, June 20th
  - 2024-25 Staffing and Enrollment
    - Staffing is quite stable
    - Reminders around Class Placement and Combined Classes
    - Summer Registration – may bring August changes
  - Budget Items for 2025-2026
    - HUGE thanks for PAC's vote and approval with carrying over the usual item we ask for each year (classroom funds, buses, student enhancement activities/opportunities)
    - We have been more frugal this coming year
  - Schedules for 2025-26
    - Bell Schedule stays the same for start and end times
    - Year at a Glance and District Calendar available on the School Website and District Site
  - FESL (Framework for Enhancing Student Learning)
    - Capstone Presentation was a success this morning!
    - We will be moving into Year 1...

*Thank you to all of the new soon to be PAC Executive.*

7. **Vote on PJ bylaw changes** (Barry Nguyen)

**Last updated: June 14, 2023**  
<https://www.ecolepjpac.com/about-pac/pac-meetings/>  
<https://www.ecolepjpac.com/wp-content/uploads/2023/09/Ecole-Pauline-Johnson-PAC-Constitution-and-BylawsJune-2023.pdf>

  - a. *Proposed change #1 to be voted on in September 2025 AGM*
  - There is a conflict between Article 4.3 & 7.1 in the bylaws regarding the commencement of an elected PAC executive member following the AGM. 4.3

states that the member starts in September while section 7.1 states that they start immediately after the AGM, which could be in June.

- Proposing to update 4.3 to say "...with the new officer's terms beginning immediately following their election at the AGM."

*b. Proposed change #2 to be voted on in September 2025 AGM*

- Article 9.5 describes the duties of the Communications coordinator.
- Proposing to edit (a) to read: "Advise members of upcoming PAC meetings via e-bulletin as shared with the Principal."
- Proposing to edit (b) to read: "Keep members informed of general school events via social media, as approved by the Principal"
- Proposing to delete (d) and (e).
- Proposing to add new "d) Provide communications and social media guidance."

**8. Vote to approve 2024/2025 Executive Committee Slate (Barry Nguyen)**

- Chair: Melissa Gardinetti
  - Past Chairs: Claudia Chavez & Barry Nguyen
  - Treasurers: Asal Shalviri
  - Secretary: Verena Lam
  - Communications Coordinator: Samar Hu
  - Whatsapp Coordinator: Aaliya Gradley
  - Volunteer Coordinator: Olivia Zishiri
  - DPAC Representative: Anna Chen
  - Fundraising & Events co-coordinators: Paige Hurford & Stephanie Denner
  - Members at Large:
    - Canadian Parents for French: Laureline Balzan
    - PJ Spirit Committee Lead: Megan McGettigan
    - Fun Lunch team: Paola Chavez (Lead); Betisa Mohammadi (Report Lead); Anna Chen (Volunteers Coordinator)
    - Popsicle & Hot Chocolate Leads: Rafael McRaven & Aaliya Gradley
- Motion to approve supported by majority of attendees. Motion approved.***

**9. Financial Update: (Barry Nguyen)**

- a. 2025/2026 Budget Presentation
- As expected, a significant reduction in fun lunch revenue has hurt our bottom line.
  - While most expenses have stayed flat, we are not raising enough money to cover the annual budget.
  - Expected gala revenue did not materialize.
  - As approved, we contributed \$19,820 to extra technology for classrooms (Phonak systems and AV installation and training).
  - We are projecting a deficit of about \$5,000 at year end, could come in a little better once all the costs and pre-paid school expenditures are reconciled. (this is after tapping into reserves for \$10, 000 as planned so really a \$15,000 in-year shortfall)
  - That is not out of line with our intent to spent what makes sense from the accumulated surplus but is not sustainable for more than a couple

more years.

- PAC must find a way to increase revenues by about \$15,000 - \$20,000 per year or significantly reduced what we pay for in order to return to balanced budgeting.
- For 2025-2026 we are budgeting to a \$10,000 deficit and planning to tap into reserves

- b. Vote to approve 2025/2026 budget.

See <https://www.ecolepjpac.com/about-pac/pac-meetings/> for details

***Motion to approve supported by majority of attendees. Motion approved.***

#### **10. Fun Lunch Program (Barry Nguyen)**

- a. Sharing next year's changes

*Tuesday/Wednesday: Well Fed*

*Thursday: Ichiban Sushi*

*Friday: Pizza Day (Domino)*

*Special Events Food Orders: Nowruz and Lunar New Year*

- b. Vote to approve Fun Lunch 2025/2026 program

***Motion to approve supported by majority of attendees. Motion approved.***

#### **11. Recent PAC events (Barry Nguyen)**

- a. Pizza Day: April 25 and May 30
- b. Popsicle sale: May 9
- c. Staff appreciation event: May 22

#### **12. Upcoming PAC events (Barry Nguyen)**

- a. June 13: Popsicle Sale
- b. June 14: PJ scholarship for Sentinel
- c. June 20: Sports Day (Acti-Jeu) – Celebrating Mme. Zielinski

#### **13. 2025/2026 PAC events (Barry Nguyen)**

- a. Welcome back coffee tea (Sept – first day of school)
- b. Wine & Cheese during first PAC meeting (Sept)
- c. World Teacher Day (Oct)
- d. Halloween Dance (Oct)
- e. Spirit Wear sale (Oct)
- f. Bingo Night (November and possibly April)
- g. Santa's Workshop (Nov-Dec)
- h. Dundarave PJ Xmas Tree (Dec)
- i. Crepe Day (Feb)
- j. Lunar New Year (Feb)
- k. Nowruz (March)
- l. Staff Appreciation Potluck (May)
- m. Monthly Gelato/Popsicle/Hot Chocolate sales

#### **14. Questions and Comments (Barry Nguyen & Mme. Zielinski)**

**15. Adjournment** (Mme. Zielinski)

**Next PAC meeting September 2025**