



Call For Nominations for Ferris PAC Executives Positions 2025-2026

Ferris Elementary was established in 1960 and is one of the largest elementary schools in Richmond with a current student population of around 630 from Kindergarten to Grade 7. Ferris is a wonderful school with talented and dedicated staff and families that play important roles in the education of our young learners.

All parents and guardians of students registered in the school are members of the PAC. With strong participation from parents, the PAC has an important influence on life at the school. There is strong evidence that increased parent involvement in the school results in increased student achievement, accomplishment, satisfaction, and bonding.

Ferris PAC has successfully hosted many fundraising and community-building events which were enjoyed by Ferris families and friends and helped raise funds to enrich educational programs and provide supplemental school equipment. In the past, funds raised have been spent on MacBook Air laptops, iPads, makerspace materials, playground equipment, fine arts and educational programs, supplemental classroom supplies, and much more.

We hope your families have enjoyed the popular PAC hosted events – Ferris Holiday Party, Spring Gym Sale, Ferris Fun Fair, etc. To plan, organize and execute PAC events, we need a group of dedicated parents to take on the executive roles. Please have a look at the roles and responsibilities and consider putting your name forward. The PAC is planning to finalize the candidates at the March PAC meeting and conduct voting at our June PAC meeting.

Chair (Team of 2)

- Attend all monthly PAC meetings and prepare and present the agenda for PAC meetings
- Help plan activities
- Help out with fundraisers and make sure that fundraising goals are met in order to cover promised expenditures for the students and the school
- Work to improve communication with parents regarding events and volunteering
- Help create an inclusive and inviting environment for all Ferris families
- Further the PAC goal of building community and understanding amongst parents and teachers
- Submit an annual report
- Commitment: 5-6 hours/month on average

Secretary (Team of 2)

- Record minutes of PAC meetings and post them on the school website
- Manage Konstella (communication platform for registered parents)
- Improve communication with parents regarding events and volunteering
- Commitment: 2-3 hours/month on average

Treasurer (Team of 2)

- Report Ferris' PAC financial position at each PAC meeting
- Receive, collect and deposit money in the Ferris PAC account
- Issue payments with cheques signed by the authorized officers
- Prepare cash float for events
- Apply for grants
- Commitment: 3-4 hours/month on average

Event Coordinators (Team of 4-6)

- Regularly attend monthly PAC meetings
- Organize, prepare, and run community building/fundraising events
- Work with the Treasurer to help make sure revenues are deposited and expenses are paid
- Commitment: 3-4 hours/month on average

Hot Lunch Coordinators (Team of 3-4)

- Select restaurants for hot lunch
- Manage Munch-a-Lunch website for Ferris
- Lead parent volunteers to distribute food for Hot Lunch
- Commitment: 3-4 hours/month on average

District PAC Representative

- Attend monthly District PAC meeting
- Inform Ferris PAC of important DPAC announcements
- Commitment: 1-2 hours/month on average

If you are interested in any position, please email us at ferrispac@gmail.com and tell us about:

- Your name, phone number and email address
- Your child's name and division #
- Position(s) you are interested in

PAC AGM will be held on May 12th. If you are interested in a position, please kindly let us know in person at our next PAC meeting on April 14th or email us by May 9th