

PAC Meeting Minutes

Date: September 10, 2025

Duration: 57 minutes, 48 seconds

Meeting Start: 6:35 PM

1. Attendees

- **Brandy** – Chair
 - **Jessica E**
 - **Jessica H**
 - **Rosa**
 - **Jessica A** - Treasurer
 - **Claudette**
 - **Donna** – Principal
 - **Lindsay** – Vice Principal
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2. Chair Report

- Minutes from the last couple of meetings are missing.
- Brandy contacted DPAC to determine the validity of AGMs.
- Decision: Start fresh and hold a new AGM in October to fill the secretary position.
 - *“We will do this meeting and then hold a new AGM and hopefully fill those spaces and then have everything recorded.”*

Action Items:

- Schedule and send notice for new AGM (October).
 - Ensure secretary position is filled and meeting minutes recorded.
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3. Principal’s Report

- Thanked parents for warm welcome and support.

- Emphasized open two-way communication.
 - School: 13 divisions, ~42 staff.
 - Staffing updates:
 - Ms. Monroe on early pregnancy leave; Ms. Woelders covering Grade 4/5.
 - St Cyr and Ms. Fifield have returned.
 - Ms. McArthur covering Kindergarten (Ms. Tolmie) until after Christmas.
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4. Code of Conduct

- Shared in September newsletter.
 - School situated on Stó:lō territory.
 - Grounded in district values: equity, kindness, inclusion, collaboration, innovation.
 - Current teaching approach: “ROAR” (Respect, Open-hearted attitude, Responsibility). Possible shift to “WITS.”
 - Intervention focus: unsafe behavior, bullying, racism, gender-based violence, theft/damage.
 - *Erase* website highlighted as a resource.
 - Interventions guided by student age, maturity, and context.
 - Family communication emphasized.
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5. Parking & Traffic Flow

- Congestion at drop-off/pick-up noted.
- Kindergarten families moving to primary courtyard next week to ease congestion.

Parking Lot Safety Concerns

- Parents parking in drive-through lane = safety hazard.
- Students on bikes/scooters “bolting” near dumpster area = visibility issue.
- Left-turn visibility reduced due to parked cars.

Action Items:

- Reiterate parking rules in September Friday family update.
 - Place cones near dumpster to improve visibility.
 - Explore crosswalk sign or mirror installation.
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6. Freezer & Storage Space

- PAC has cupboard and freezers for supplies/events.
 - Drama room has commercial fridge but no freezer.
 - PAC willing to share freezer space if items are labeled.
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7. Volleyball Net Request

- Request submitted for \$500 volleyball net.
 - Invoice for field trips also expected.
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8. Field Trips & Requests

- SOPA Wizard of Oz: \$12 admission + busing.
- Past model: division-based allocation; not all teachers used funds post-Covid.
- Discussion: Approve trips case-by-case vs. fixed allocation.
- Greendale Acres trip planned for Grades 2/3, 3/4, 4/5 (no PAC funds requested yet).

Google Form for Requests

- Teachers to use Google Form for requests (sent to PAC email).
- Spreadsheet tracking proposed.
- Requests require approval.
- Reimbursement possible with invoices.

Action Items:

- Create Google Form for teacher requests.

- Establish approval and reimbursement workflow.
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9. Upcoming Events

- **Open House:** Sept 18, 5 PM.
 - **Terry Fox Run:** Sept 19 (80s theme).
 - Donations: Toonie/loonie → Cops for Cancer.
 - Routes: Walden Park (with walking permission) or field.
 - Warm-up, videos, tattoos in classes.
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10. DPAC & Treasurer Report

- No DPAC report yet (first meeting next week).
 - DPAC101 training Sept 17.
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11. PAC Fund Goal

- Target float: \$20,000.
 - Current balance: ~\$17,000 (after bills).
 - Anticipated income: \$5,700 gaming + \$1,600 carryover + \$150 district grant = \$7,500.
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12. Spending Needs

- Vote required: BCC PAC membership.
 - Welcome Back BBQ: \$500 General + \$500 Gaming.
 - Food = Gaming.
 - Games = General.
 - Assemblies: \$250 budgeted for presentations.
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13. Christmas Event

- Plan to bring back Santa visit.
 - Teacher gifts to be covered by gaming funds.
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14. Sensory Items

- Budget: \$1,000 from gaming for classroom sensory supports.
 - Teachers to submit requests via Google Form.
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15. Culture Window

- Rosa has been decorating wall at personal cost.
- Proposal: Fund materials for reusable displays.
- Possible Easter Purdy's fundraiser to cover costs.
- Suggestion: Invite cultural performers (music/dance).
- Budget item updated: "Guests" → "Presentations" (\$250).
- Call for parent donations of items.

Action Items:

- Approve \$250 for cultural presentations.
 - Post call for parent donations of items on PAC page.
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16. Food Cupboard

- Supported by private, anonymous donor.
 - Jessica E coordinates deliveries and logistics.
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17. Hot Lunch

- Debate reviewed: continue vs. stop.
- Parent poll: majority in favor of continuing.

- Past model: 2 lunches/month + popcorn in between.
- Concerns: Dysregulation for staff/students, equity for students.
- Plan: Start with 1 hot lunch/month; reassess later.
- Treat day also suggested once per month.
- Menus: mix of ethnic foods and safe staples.

Delivery Considerations

- Goal: whole school eats at same time.
- Past: yellow crates + peer helpers.
- Must consult staff to avoid classroom disruption.

Action Items:

- Consult staff on hot lunch delivery process.
 - Decide on popcorn machine repair/replacement.
 - Develop hot lunch/treat day schedule.
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18. AGM

- New AGM to be scheduled with 30-day notice.
- Proposed date: October 15 at 6:30 PM.

Action Item:

- Include AGM notice in Friday family update.
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19. Grade 5 Hoodies

- Grade 5 committee to manage hoodie orders.
- Vendor: Hallmark (sample boxes for sizing).
- Kids to sign hoodies before ordering.

Action Item:

- Organize sizing and ordering for hoodies.

20. Fundraisers

- Focus: affordability for families.
- Concerns with past photographer → seek alternative.
- Suggestion: family photo shoot fundraiser

Meat Fundraiser

- Thanksgiving option too short notice.
- Alternative: October/November pickup for Christmas.

Action Items:

- Secure photographer for fundraiser.
- Plan timeline for meat fundraiser.

Meeting Adjourned