



## PARENT ADVISORY COUNCIL

### MEETING MINUTES Wednesday November 20, 2024 7:00PM

**Attendees:** Melody Ferrer, Luya Huang, Jessica Jones, Agnes Mayer, Suzanne O'Flynn, Jinmei Pan, Megan Risk, Todd Smith VP, Mike van der Velden, Carolyn Van, Stan Wylie, Saxman Zu

1. Welcome and Call to Order: 7:02 pm.
2. Agenda was approved.
3. Approval of Minutes  
Meeting Minutes of Oct 9, 2024 were approved.
4. Business from Past Minutes

#### 4.1. Teacher's Wish List for Gaming Grant

PAC Executive's guiding principles:

Guiding principles were to fund based on gaming rules, enduring items vs one-time items, new clubs or sports starting up, those who were passed over previous years.

PAC Executive's recommendation:

The PAC executive met ahead of the PAC meeting to take a first pass on the allocation of funds. This was used for a starting point for discussion.

Approval of Gaming Funds allocation:

Discussion included:

- How uniforms and sports balls are funded – combination of PAC gaming funds and school funding through fees.
- Clubs are supported as much as possible by request of the students (about 30 clubs this year)
- A large percentage of the requests were for athletics, so this is where most of the cuts were taken from given that the total teacher requests exceeded the gaming amount the PAC had to distribute.

**The allocation of funds as proposed were moved, seconded and passed unanimously.**

#### 4.2. PAC Webpage on Gleneagle School Website

Current PAC page is difficult to update. The entire system is supposed to be updated but it is taking time so we will need to be able to work with the current system. We are in the process of gaining access and permission to update the current PAC page.

#### 4.3. SCO Donation Items

At the previous PAC meeting it was agreed that there would be two SCO donation items, one for the PAC and one for After Grad.

PAC Donation Item:

General PAC Funds to support initiative that could not be supported with gaming funds either due to insufficient gaming funds for due to not being appropriate for gaming funds (ie staff appreciation). For example:

- wish list items that exceeded amount we could fund with gaming grant
- teacher appreciation event

After Grad Donation Item:

This item is ready to go with text about After Grad and Donation purpose. It just awaits a motion to go live.

**Motion to liven up the SCO donation item for After Grad with submitted wording was moved, seconded and approved unanimously.**

**Motion to post the general PAC fund request on SCO once the wording is finalized by the PAC was moved, seconded and passed unanimously.**

#### 5. New Business

A parent attending presented a proposal for a Gleneagle content creation and music innovation lab. Discussion was held and discovered it aligned with both how a club could run but also with initiatives that some of the teachers were interested in. Follow on discussion will be initiated with Vice Principal Todd Smith to determine next steps.

#### 6. Executive and Committee Report

##### 6.1. Treasurer's report – Jessica Jones

The PAC received \$23620 in gaming grants this year. This gives us a total of \$26830.68 in our gaming account.

The general account is at \$5552.80 after a bill for \$172.05 (from Nexus 50/50 received in the summer) was paid.

Discussion about how to keep donations separate now that we will be collecting for both After Grad and General PAC spending. **It was agreed that the PAC will track these separately to ensure funds are spent as donations intended**

##### 6.2. DPAC report – Stan Wylie

Stan attended last DPAC meeting and gave a report of what was covered. The meeting information is appended at the end of these minutes.

Emergency preparedness, digital literacy and antiracism were topics brought up at DPAC and can be topics for future PAC meetings.

Next DPAC meeting is Thurs Nov 28

##### 6.3. After Grad Committee report – Carolyn Van / Alfroza Samji

Current fall Fundraising campaign is at approximately \$1600

Start promoting the bottle drive with Students and Parents as this can be a lucrative fundraiser and runs throughout the year as well as specific events (Jan 7 being the next school wide collection)

Rec Room in Burnaby is the venue that has been agreed upon and booked and by the After Grad Committee.

Focus now is ensuring there are enough funds to pay the deposit in Jan or Feb.

There will be additional fundraising in the new year and a spring fundraising drive.

Discussion on how to manage funds between two accounts – PAC held and School held. It is important to note that there are key differences when spending from the two accounts.

Specifically:

- The school account is invoice-based spending and can recover GST. Therefore large invoices like the Rec Room should be entirely paid out of the school held account
- The PAC held account only requires receipts and can reimburse. No GST recovery is possible. Therefore items like prizes and reimbursements should be paid for out of the PAC held account.

6.4. Principal's Report – Glen Conley (absent, with regrets)

6.5. Vice Principal's Report – Todd Smith

Glen is away for a period of time and one VP is away on leave. That leaves the rest of the team very busy in the next while.

Reviewed what was on the Calendar. Including:

- Sprit assembly
- School dance
- Artona studios
- Winter concert (band and choir)

Discussions/Questions:

Question about high cost of Artona was raised. It was noted that the school is in 2<sup>nd</sup> year of 3 year contract. But reviews of supplier can be made for the following contract.

Newsletter – question about more communication emailed to parents. Parents noted that it can be difficult to find info and know what is happening if not emailed out. It is a balance of how many emails to parents as well as time for staff.

How to check on assignments due – do parents have access to teams/myed? It is through your child or through your teacher. No opportunity for parent account on teams unless through child's account. It was suggested that if there is concern that parents work directly with teachers as most teachers are very open to working with parents to help students manage their work.

7. Review Correspondence / Mail / Communications

None

8. Meeting Adjourned at xxxxpm

Next PAC Meeting is Wednesday January 15, 7:00pm in the Gleneagle Library

School District No. 43 (Coquitlam)	
SCHOOL CALENDAR 2024 - 2025	
Schools Open	Tuesday, September 3, 2024
Non-Instructional Day (Common District Pro-D Day)	Friday, September 20, 2024
Truth & Reconciliation Day	Monday, September 30, 2024
Thanksgiving Day	Monday, October 14, 2024
Non-Instructional Day (Common District/ Common Provincial Pro-D Day)	Friday, October 25, 2024
Remembrance Day	Monday, November 11, 2024
Schools Close for Winter Vacation (last day in session)	Friday, December 20, 2024
Winter Vacation Period	Monday, December 23, 2024 – Friday, January 3, 2025
Schools Re-open after Winter Vacation	Monday, January 6, 2025
BC Family Day	Monday, February 17, 2025
Non-Instructional Day (Common District Pro-D Day)	Friday, February 28, 2025
Schools Close for Spring Vacation (last day in session)	Friday, March 14, 2025
Spring Vacation Period	Monday, March 17 – Friday, March 28, 2025
Schools re-open after Spring vacation	Monday, March 31, 2025
Good Friday	Friday, April 18, 2025
Easter Monday	Monday, April 21, 2025
Non-Instructional Day (Common District Pro-D Day)	Friday, April 25, 2025
Victoria Day	Monday, May 19, 2025
Last Day of School for all Students	Thursday, June 26, 2025
Administrative Day	Friday, June 27, 2025
1 <sup>st</sup> School Based Non-Instructional Day:	Monday, February 3, 2025
2 <sup>nd</sup> School Based Non-Instructional Day:	Friday, May 30, 2025