



"Hardworking, Achieving, Welcoming, Kind, Safe"

GENERAL MEETING MINUTES

2024/25 HAMPTON PARK ELEMENTARY

PARENT ADVISORY COUNCIL (PAC)

"To enrich the educational experience of our children, through support in the areas of academics, physical education, and social responsibility."

DATE:	TIME:	LOCATION:	FACILITATOR:
12 December 2024	7:00pm	Microsoft Teams	Laura Biagioni
IN ATTENDANCE:			
1. Laura Biagioni	3. Danica Pastro	5. Cordelia Daily	7. Atash Azizzadeh
2. Garima Kalra	4. Colleen Castonguay	6. Chantel McKinnon	8. Rebecca Mewhort

1. WELCOME & INTRODUCTIONS

- Land acknowledgement from Laura Biagioni

2. APPROVAL OF MINUTES

- Thursday, November 21, 2024
 - **MOTION TO APPROVE** – 1. Atash Azizzadeh, 2. Cordelia Dailey.. Carried.

3. CHAIR'S REPORT - LAURA BIAGIONI

- Update:
 - No updates.
- Upcoming Events:
 - Dec 20 - Pancake breakfast

4. PRINCIPAL'S REPORT - COLLEEN CASTONGUAY

- Update:
 - Winter concert was successful
 - Learning updates (formerly report cards) will be out by Thursday, December 19.
 - Dec 16 is the last Toonie Tuesday.
 - Dec 16 the Firefighters will pick-up toys collected via Share Food Bank Toy Drive
- Upcoming Events:
 - Dec 16-20: Holiday Spirit Week
 - Dec 20: Pancake Breakfast

5. CO-TREASURER'S REPORT – DANICA PASTRO & SAMIRA KALANTARI

- General Account (from fundraising): ~\$21,082 as of Dec 12, 2024



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- Income:
 - Hot Lunch for December ~\$861
 - G5 Family Movie Night \$1328
 - PAC Winter Auction \$1180
 - PAC CreatedByKids \$1145
- Expenses:
 - Enrichment Request: Starfall Membership \$500
 - Pending Expenses:
 - Drama Program \$3700
 - HipHop Lessons \$4000
 - Teacher's Discretionary \$1830
 - Bookfair Loss \$380
- Gaming Account (from BC Gaming Association): ~\$7k as of Dec 12, 2024
 - Income: N/A
 - Expenses: N/A
 - Pending Expenses:
 - Tennis Program \$4125
 - Multicultural Day \$900

6. DISTRICT PARENT ADVISORY COUNCIL (DPAC) REP'S REPORT – LAURA BIAGIONI ON BEHALF OF DARIN WONG

- Update:
 - BCCPAC confirmed nominations received for open Executive positions
 - Refer to the [By-Election Voting page](#) on the BCCPAC website for more info
- Next Meeting: January 29, 2025

7. FUNDRAISING COORDINATOR'S REPORT – LAURA BIAGIONI ON BEHALF OF KARIN GILL

- CreatedByKids: ~100 orders received and raised \$1145. Proceeds will go to Pancake Breakfast and remaining to the Playground Committee
- Winter Auction: Parking Jan-Jun 2025 & Winter Concert VIP Couches raised \$1180
- Hip-Hop Concert: Couch Auction suggested by Laura and approved by Colleen.

8. GRADE 5 COORDINATOR'S REPORT – LAURA BIAGIONI, LILA ASHGAR, LEILA CELANI & ATASH AZIZZADEH

- Total Raised YTD: \$3358 (minus \$500 carryover for next year)
- Nov 22 Family Movie Night was a huge success! Big THANK YOU to all the volunteers who made it possible. \$1328 was raised. New process to track cash sales using Square



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worked well and provided great data on top selling items, inventory tracking and cash/card sales.

- Dec 13 Treat Day. Grade 5 students will be participating in the sales.
- Upcoming fundraisers:
 - Treat Sale (Feb 13 & 14, 2025)
 - Spring Basket Auction (March TBD)
 - Freezie Fridays (May & June TBD)
 - TCBY Day (Term 3 TBD)

9. MONTESSORI SOCIETY REP'S REPORT - CHANTEL MCKINNON

- AGM will be held on Dec 13, 2024

10. HOT LUNCH COORDINATOR'S REPORT – LAURA BIAGIONI & ATASH AZIZZADEH

- T1 wraps up Dec 16. Atash will fully transition into role for Term 2 & 3
- New Hot Lunch Coordinator email: hotlunchhamptonpark@gmail.com
- T2 Vendors: Subway, Freshslice, Noodle Box, Red Robins, LozTacos & Sushi Fu
- T2 PAC Hot Lunch days will be Mondays .
- T2 Playground Fundraiser Hot Lunch days will be on Wednesdays.

11. PLAYGROUND COMMITTEE'S REPORT – CHANTEL MCKINNON, REBECCA MEWHORT & COLLEEN CASTONGUAY

- Update:
 - T2 Hot Lunch x4 Wednesdays (3 Hot Dogs, 1 Sushi Fu): Costco beef dogs + veggie chips
 - T2 Afterschool Arts & Crafts
 - An email reminder on Jan 28, 2025 Parents Night Out (Personal Best Martial Arts) will go out soon.
- YTD Fundraising: \$10,018.22 Goal: \$60,000

12. NEW BUSINESS / UPDATES

- Dec 20 Pancake Breakfast:
 - Thank you to all the volunteers who have signed-up! Pancakes will be served picnic style. Parents have volunteered to bring automatic mixers, bowls, electric griddles etc. Craft paper will be of varying available colors.
- Square:
 - Ownership is currently under Meaghn Moore (previous PAC Chair). Square is requesting verification of account by Jan 5, 2025. If not completed, we will not be able to use our Square account. Waiting to hear an update from Meaghn.
 - Currently, we can use "Tap-to-Pay" on Android devices as a temporary solution.
- Constitution & Bylaw Amendment Committee:



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- Atash (on behalf of the committee) walked through the proposed changes for Sections I Name, Section II Mission Statement, Section III Objectives of the PAC, Section IV Membership and Section V Dissolution as suggested by the DPAC43 template and other up-to-date SD43 school PAC Constitution & Bylaws. Contact hamptonparkpac@gmail.com if you have any questions/concerns/feedback.
- Next meeting will focus on Section VI Meetings, Section VII Voting and Quorum, Section VII Executive Officers.

12. Adjournment

- Motion to adjourn was made at 8:28 pm and was passed unanimously.

NEXT MEETING

- January 16, 2025 | 7:00pm In person, Library