



"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: 16 January 2025	TIME: 7:00pm	LOCATION: In-Person, Library	FACILITATOR: Laura Biagioni
IN ATTENDANCE:			
1. Laura Biagioni	3. Danica Pastro	5. Colleen Castonguay	7. Atash Azizzadeh
2. Samira Kalantari	4. Darin Wong	6. Karin Gill	8. Rebecca Mewhort

1. WELCOME & INTRODUCTIONS

- Land acknowledgement from Laura Biagioni

2. APPROVAL OF MINUTES

- Thursday, December 12, 2024
 - **MOTION TO APPROVE** – 1. Danica Pastro, 2. Atash Azizzadeh. Carried.

3. CHAIR'S REPORT – LAURA BIAGIONI

- Updates:
 - Pancake Breakfast was well received and a success!
 - Comment received regarding difficulty with serving on the floor.
 - Suggestions for next year included: pre-cut pancakes in pans served with tongs
- Upcoming Events:
 - Karen & Laura to clean out the PAC kitchen next week and make a wish list for success of future event

4. PRINCIPAL'S REPORT – COLLEEN CASTONGUAY

- Updates:
 - IAP's (report cards) went out. Looking into ways to address concerns around parents having difficulty accessing the portal
 - Counsellor has provided lunch time basketball for intermediate students
 - Musical Theatre "Glee" is now open
 - School phones are being upgraded to Microsoft Teams
 - Traffic Safety has been a concern with 4 incidents already. Notice to community will be sent out surrounding student safety. Will contact liaison to request support and ask students to create signage for the school, look into speed bumps.
- Upcoming Events:
 - Jan 31 - Multi-Cultural Day doors open 12:45PM (performance, parents invited)
 - Feb 3 - Pro-D Day

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

- General Account (from fundraising): \$26,074.32 as of January 16, 2025
 - Income
 - Term 1 Hot Lunch - \$2288
 - Term 2 Hot Lunch - \$568 ((January)
 - Grade 5 Treat Sale - \$205
 - Playground Fundraiser Hot Dog Day - \$590 (does not include expenses)



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- CreatedbyKids - \$1100 (\$800 allocated to Playground Fundraiser)
- Expenses
 - Enrichment requests (total general/gaming \$16,189.86)
 - Paid approved enrichment requests (\$5,334.86)
 - Drama \$3705, StarFall \$500, Planners \$1,129.86
 - Outstanding approved enrichment requests (\$5,830)
 - Hip-Hop \$4,000, Teacher Discretionary \$1,830)
 - Pancake Breakfast - \$307
- Gaming Account (from BC Gaming Association): \$7,080.07 as of January 16, 2025
 - Income: nil
 - Expenses
 - Outstanding approved enrichment requests (\$5,025)
 - Tennis \$4125, Multicultural Day \$900

6. DISTRICT PARENT ADVISORY COUNCIL (DPAC) REP'S REPORT – DARIN WONG

- January 27, 2025 Update:
 - [BCCPAC Bi-Election Results](#) - 2 VP's, 1 unfilled Secretary position
 - [Ombudsperson investigating exclusion of student from BC public schools](#)
 - [BC Government Mandate Letter to Minister of Education](#)
 - [City of Coquitlam by-election for SD43](#) - Vote February 22, 2025
 - DPAC AGM will be in Prince George, virtual attendance may be available
 - Report cards downloadable by families until July 31st every school year, aware of accessibility issues including mobile access to portal
 - Open Q&A:
 - new legal requirements for square payment readers for PAC
 - Bylaw & Amendment needs to be kept in folder accessible to community
 - vaping: staff not allowed to hang around washrooms to monitor vape use
 - anti-bullying presentation coming this year
 - [Screen Time Safety Session at Apple Store](#) - January 19 at 10AM-11AM, limited capacity, registration required
 - [SHARE Youth's Offering Listening Opportunities \(YOLO\) Event](#) - February 6 at 630PM-9PM (Register by Jan 24)
 - Discussion around PAC/school bringing resources to the community ie. Carol Todd via Unplugged Canada
 - Darin will look into bringing in a guest speaker
- Next Meeting: January 29, 2025 (Guest speaker on AI)

7. FUNDRAISING COORDINATOR'S REPORT – KARIN GILL

- Winter Auction was a success! Raised \$1145
- CreatedbyKids raised \$1100 (\$800 allocated to Playground Fundraiser)
- MySafeLife (Feb 3 9a-3p), \$80, registration via Munchalunch this week, all sales are final
- Scholastic Bookfair Mar 4-6
- Pedalheads offering community code, family receives \$25 & PAC receives \$25

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

- Updates:
 - New G5 student, looking into ordering a hoodie
- Upcoming Events:
 - Feb 13/14 Sweet Treat Sale
 - Feb 28-Mar 07 Spring Silent Auction



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9. HOT LUNCH COORDINATOR'S REPORT – ATASH AZIZZADEH

- Term 2 open for ordering
- New vendors (LozTakos, NoodleBox, & Sushi-Fu) avg ~115 orders/vendor

10. MONTESSORI SOCIETY REP'S REPORT – CHANTEL MCKINNON

- Next Meeting: Friday, January 24, 2025 at 930AM

11. NEW BUSINESS / UPDATES

- a) Playground Committee
 - a. Parent Night Out (Personal Best Martial Arts) Sat, Jan 18 tickets available online
 - b. Silent Auction Fundraiser Jan 24-31, sending call to community for auction items
 - c. Discussion around PAC vs. Playground hot lunches (communication/contact)
 - i. discussion around ensuring collaboration and communication between Playground Committee and PAC/Hot Lunch Coordinator to ensure processes are streamlined, information sent to the community is accurate and Playground Fundraiser responsibilities aren't being placed onto other parent volunteer roles
 - ii. suggestions were to create dedicated playground fundraiser email for all communications, consider using SchoolCashOnline for ordering (as Playground Fundraiser is initiated by the School Principal) and will prevent confusion between PAC & Playground, and better marketing to educate the community on fundraising events & contact details
 - iii. Rebecca requested co-treasurers to issue a cheque to the school for all Hot Dog days (income minus stripe fees), the school would then manage expense reimbursement
 - iv. Rebecca requested PAC to issue a cheque for Sushi-Fu and then issue a cheque to the school for profit amount only.
 - v. Playground Fundraising Committee is opening up for more volunteers to do the backend work
- b) Hampton Park PAC Bylaw & Constitution Amendment Committee
 - a. B&C Amendment Committee has reviewed and made proposed changes to:
 - i. Section VI: Meetings
 - ii. Section VII: Quorum and Voting
 - iii. Section VII: Executive Officers
 - b. In the future, will send out the proposed changes to the community for review in advance of the next PAC meeting for feedback.

12. ADJOURNMENT

- Motion to adjourn was made at 8:29pm and was passed unanimously.

NEXT MEETING

- 20 February 2025 | 7:00pm via Microsoft Teams