



"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:
21 November 2024	7:00pm	In-Person, Library	Laura Biagioni

IN ATTENDANCE

1. Laura Biagioni	5. Colleen Castonguay	9. Atash Azizzadeh	13. Laura O'Callaghan
2. Garima Kalra	6. Darin Wong	10. Lila Ashgar	
3. Samira Kalantari	7. Cordelia Dailey	11. Chantel McKinnon	
4. Danica Pastro	8. Matt Stelck	12. Rebecca Mewhort	

1. WELCOME & INTRODUCTIONS

- Land acknowledgement from Laura Biagioni

2. APPROVAL OF MINUTES

- Thursday, October 24, 2024
 - **MOTION TO APPROVE** – 1. Danica Pastro, 2. Laura. Carried.

3. CHAIR'S REPORT - LAURA BIAGIONI

- Update:
 - 1st pumpkin patch funded by the PAC was a success! Recommendation to organize a week or so in advance of Halloween in future years.
 - Proposal to move next PAC meeting from Dec 19 to Dec 12
 - **MOTION TO APPROVE** – 1. Darin Wong, 2. Cordelia Dailey. Carried. (11/13 votes).
- Upcoming Events:
 - Nov 22 - Grade 5 Grade 5 Family Movie Night

4. PRINCIPAL'S REPORT - COLLEEN CASTONGUAY

- Update:
 - Hampton Park Hawk West has arrived
 - Nov 8 Remembrance Day assembly was a success
 - Thank you to the PAC/Community for funding our Starfall and Drama program
 - Learning updates (formerly report cards) will be out before winter break



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- Annual Hearing Test was completed
- Playground Committee in collaboration with the School is hosting an afterschool Games & Crafts Program (3 sessions, all fully booked)
- **Upcoming Events:**
 - Dec 10 & 11 at 1:15pm: Winter Concert (doors open 12:45pm)
 - Dec 28 at 11:45am: Pizza Lunch for Student Monitors
 - Dec 16-20: Holiday Spirit Week
 - Dec 20: Pancake Breakfast

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

- General Account (from fundraising): ~\$3,790 as of Nov 21, 2024
 - Income:
 - G5 Fundraising YTD ~\$2029 (G5 Krispy Kreme ~\$241)
 - Hot Lunch T1 ~\$985
 - Expenses:
 - Hot Lunch Cooler Bags ~\$448
 - Pumpkin Patch: ~\$945
 - Drama Program: ~\$3700
 - Bookfair Loss: ~\$380
- Gaming Account (from BC Gaming Association): ~\$7k as of Nov 21, 2024
 - Income:
 - NA
 - Expenses:
 - Approved/Anticipated Enrichment Requests: Tennis Program ~\$4125 & Multicultural Day ~\$900

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

Update: Oct 30, 2024 Meeting

- New Public Speaking Program "Mic'd Up" available to schools
- Wendy Yu (District Principal, Diversity & Anti-Racism) provided a presentation and is happy to be a guest speaker at one of our PAC meetings
- BCCPAC has recent turnover of executive positions, accepting nominations by Dec 2, 2024. Anyone who is a PAC member in BC is eligible
- DPAC Virtual Summit is on November 30, all are welcome to attend
- Updated guidelines by Ministry regarding HVAC requirements



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- Safety in digital literacy: Carol Todd has been offering some presentations & workshops regarding online safety. Ms Brown from our school has been leading that from our side.
- Emergency supplies: Some schools have expired emergency supplies and are now fundraising.
 - Colleen shared that for Hampton, the inventory was done recently and the school has minimum emergency supplies that will last 24-48 hours.
- Digital tools: SeeSaw, MS TEams etc are being used in schools. Colleen shared the tools we are using in Hampton are vetted in safety
- Next Meeting: Week of Nov 27th

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

- CreatedByKids (Oct21-Nov13): About 100 orders were received. Proceeds will go to Pancake Breakfast and remaining to Playground Fund
- Book Fair (Nov 5-7): was a big success. About \$1900 product for school. approx \$500 is leftover so it has been set aside for other items that might be needed.
- Winter Auction: Parking Jan-Jun'25 & Winter Concert VIP Couch (Nov 29-Dec 6)
- Purdy's: (April'25)
- Community Paint Night Event: planning underway (May'25)

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

- Friday Nov 22 is Family Movie Night! Tickets were sold online & admission available in-person. Limited qty of pizza and concession items will be available for purchase.
- Hoodies are complete and should arrive by Nov 29.
- Bus & Sasamat Outdoor Center cost is \$6k. YTD \$2,029
- Upcoming G5 Fundraisers:
 - Feb 13-14: Sweet Treat Sale
 - TCBY Day (Term 3 TBD)
 - Spring Basket Auction (March TBD)
 - Freezie Fridays (May & June TBD)
- Yearbooks will start later in the year and use same vendor

9. MONTRSSORI SOCIETY REP'S REPORT - CHANTEL MCKINNON

- Donation drive is upcoming pretty soon
- Another program being offered for training Montessori teachers.
- AGM will be held on Dec 13, 2024
- Flyers have been received by the school
- Current Fundraiser: Meridian meats
- Laura O'Callaghan is the donations director



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

- Currently handing over to Atash for Term 2 & 3
- T2 Vendors: Subway, Freshslice, Noodle Box, Red Robins, LozTacos & Sushi Wu
- Previously, we've not met our min. 100 entree requirements with Fuel Catering (sushi vendor) and have been charged the delivery fee.

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

- New Fundraiser: T2 Hot Lunch x5 Wednesdays (3 Hot Dogs, 1 Sushi Fu, 1 TBD)
- 4 Ways to Support:
 - Cash money
 - Donate directly through employer
 - Businesses that can donate like Fairmont Whistler can donate a room for upcoming auction
 - Big corporations
- YTD Fundraiser: \$10,018.22 Goal: \$60,000
 - We need \$50,000 more and need more volunteers to help with fundraising.
 - The project is looking to add a spinning piece, as suggested by professionals who came and surveyed the playground. Additional small standalone pieces as well for younger children. School already has a climbing structure and slides.
 - A parents night out will be planned Jan 28, 2025 in collaboration with Martial Arts. Capacity: 40 tickets

12. New Business / Updates

- Pancake breakfast: December 20, 2024
 - Volunteers needed starting at 7AM to start making pancakes. Breakfast starts at 9 AM
 - Students will be made to sit on the floor as arranging tables from other schools is not possible. We will have some tables for volunteers to cut and serve the pancakes.
- Security Updates: An amount of \$380 is missing from the book fair fundraiser. PAC will be making up for it from the PAC account. A complaint has been reported to the police and is an open investigation. Police file number is 24-30166
- New safety measures are being put in place:
 - 2 people will count cash, 2 people will put cash in envelopes. 2 people sign the sheet.
 - People will be asked to sign in/out for events.
 - Passwords have been changed.



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- For movie night, only PAC Exec members will be handling the cash.
- Enrichment Requests:
 - Classroom supplies ~\$2287.50
 - Requested \$25 per day times the number of days in week the teacher works
 - Requested for 91.5 teacher days
 - Montessori teachers get \$100 per teacher from Montessori society
 - **MOTION TO APPROVE \$20 A day A teacher Total \$1830 – 1. Chantel, 2. Darin Wong. Carried. (8/12 votes).**
 - Teachers will have to fill the expense form like CMS form to reimburse the money.
- 13. Bylaw & Constitution Amendment Committee comprises of Matt Stelck, Darin Wong, Cordelia Dailey & Atash Azzadeh
- Current bylaws are from 2006 and have not been reviewed or updated ever since example
 - Modes to conduct PAC Meetings
 - Transition process & guidelines from PAC members to new PAC members
 - Tools & Technology that can be used
 - Security processes
- Team is working on a 20 week timeline to review the bylaws.
 - Goal is to have revised by-laws in place before the AGM happens in May-June 2025

12. Adjournment

- Motion to adjourn was made at 8:54 pm and was passed unanimously.

NEXT MEETING

- December 12, 2024 | 7:00pm Virtual, Microsoft Teams