



"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: 24 October 2024	TIME: 7:00pm	LOCATION: Via Teams meeting	FACILITATOR: Laura Biagioni
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IN ATTENDANCE

1. Laura Biagioni	6. Darin Wong	10. Atash Azizzadeh	14. Laura O'Callaghan
2. Garima Kalra	7. Karin Gill	11. Lila Ashgar	15. Mariela P
3. Samira Kalantari	8. Cordelia Dailey	12. Chantel McKinnon	16. Angeline Fong
4. Danica Pastro	9. Matt Stelck	13. Rebecca Mewhort	

1. WELCOME & INTRODUCTIONS

- Land acknowledgement from Laura Biagioni

2. APPROVAL OF MINUTES

- Thursday, September 12, 2024
 - **MOTION TO APPROVE** – 1.Lila Ashgar, 2. Rebecca. Carried.

3. CHAIR'S REPORT – LAURA BIAGIONI

- Update:
 - Terry Fox snack bags were a success and well received. Leftover snack bags were given to office to provide to students in need. Imperfect apples were donated to a shelter.
- Upcoming Events:
 - Fri, Dec 20th – Pancake Breakfast

4. PRINCIPAL'S REPORT – LAURA BIAGIONI ON BEHALF OF COLLEEN CASTONGUAY

- Update:
 - Photo Day was a success, happy with collaboration with new company
 - Hampton Park Hawk Wear is available for sale [online](#)
 - Sandboxes are a hit among students
 - Drama program has come to a conclusion
 - Cookies & Conversation (Kindergarten families): ~20 parents participated, plan is to increase community involvement
 - Unexpected fire alarm happened last week
 - Interim reports card sent out today
- Upcoming Events:
 - Oct 28th – Grade 2 Hearing Screening
 - Oct 30th – Black & Orange Theme Day
 - Oct 31st at 9:15am – Halloween Parade
 - Nov 8th – Remembrance Day Assembly
 - Nov 8th – Photo Retakes
 - Nov 15th – Hampton Park Spirit Day



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

- General Account (from fundraising): \$24,370.49 as of Oct 24, 2024
 - Income:
 - Hot Lunch T1 ~\$3,000
 - G5 Neufeld ~\$400
 - G5 Kona ~\$154
 - Mabels Labels ~\$227
 - Anticipated Income: G5 Krispy Kreme, CreatedbyKids, Hot Lunch T2
 - Expenses: \$1577.34
 - Terry Fox Treat Bags ~\$448
 - Student Planners ~\$1100
 - Anticipated Expenses: Pumpkins ~\$1000, Cooler Bags ~\$520
- Gaming Account (from BC Gaming Association): \$7080.07 as of Oct 24, 2024
 - Income:
 - 2024/25 Gaming Grant received \$5100
 - Expenses:
 - BCCPAC Membership Fee \$100
 - Motion to allocate previously approved enrichment requests (Tennis \$4125 & Multicultural Day \$900) to the gaming account.
 - **MOTION TO APPROVE** – 1. Atash Azizzadeh, 2. Darin Wong. Carried. (13/15 votes).

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

Update:

- No DPAC43 meeting since the last PAC meeting
- Darin will share material to FB page on PAC 101 Presentations
 - Constitution & Bylaws
 - Effective Meetings
 - Treasurer 101
- President of BCCPAC has resigned along with other executive members, re-election process not finalized
- BCCPAC will be reviewing updated guidelines for HVAC systems in school
- Next Meeting: Week of Oct 28th

7. FUNDRAISING COORDINATOR'S REPORT – KARIN GILL

- CreatedByKids (Oct21-Nov13): Proceeds to Pancake Breakfast and remaining to Playground Fund
- Book Fair (Nov5-7): Volunteers needed! Please sign-up [online](#).
- Square Readers Update: 2 available – 2 out-of-service, looking into warranty
- 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

- Hoodies: Sizing is complete, students voted on design & color, school subsidizing \$5/student name personalization (approved by Colleen)
- Letter sent to Colleen/Cindy to forward to G5 teachers to send to G5 families communicating selected event, upcoming fundraisers and seeking engagement



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- PAC, G5 & Playground members met to draft a calendar on upcoming fundraisers. Below are upcoming G5 fundraisers:
 - Sept 16: Kona Ice
 - Sept 22-Oct 7: Neufeld
 - Oct 8-20: Krispy Kreme
 - Nov 22: Family Movie Night
 - Feb 13-14: Sweet Treat Sale
 - Spring Basket Auction (March TBD)
 - Freezie Fridays (May & June TBD)
- Yearbook: will start later in the year and use same vendor

9. MONTESSORI SOCIETY REP'S REPORT – CHANTEL MCKINNON

- Donation drive upcoming pretty soon
- AGM is on Nov 12

10. HOT LUNCH COORDINATOR'S REPORT – LAURA BIAGIONI

- Hot Lunch T1 profit ~\$3000
 - Red Robin – new vendor
 - Sushi – did not meet minimum limit of 100 main items, \$100 delivery fee
- Cooler bags are at end-of-life, motion to buy 15 new bags or up to \$550
 - **MOTION TO APPROVE** – 1. Rebecca Mewhort, 2. Lila Ashgar. Carried. (13/15 votes).

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

- YTD Fundraiser: \$10,018.22 Goal: \$60,000
 - School received \$6623.75 in donations from community
 - Did not receive 2024 Spirit of Coquitlam Grant as we are missing the requirement of being identified as a priority candidate for School District Playground Equipment Program
 - Upcoming Auction (Jan 2025) for Gift Cert. & high-ticket items
- Enrichment Request: Playground Committee is requesting PAC for a multi-year commitment of funding to the Playground Fund
 - PAC members raised concerns regarding committed a fixed value for a multi-year fundraising campaign without knowing what the future entails.
 - The enrichment request was modified verbally from Chantel McKinnon to: "PAC to provide some funding for the 2024-25 fiscal year to the Playground Fund"
 - **MOTION TO APPROVE** – 1. Chantel McKinnon, 2. Rebecca Mewhort. Carried. (8/13 votes).

12. New Business / Updates

- Deferred Enrichment Requests from Sept 12th Meeting:
 - Drama program ~\$3705
 - **MOTION TO APPROVE** – 1. Darin Wong, 2. Karin Gill. Carried. (8/13 votes).
 - StarFall Fee ~\$500 CAD
 - **MOTION TO APPROVE** – 1. Lila Ashgar, 2. Darin Wong. Carried. (6/11 votes).
- Bylaw & Constitution Amendment Committee



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- Matt Stelck, Darin Wong, Cordelia Dailey & Atash Azizzadeh

12. Adjournment

- Motion to adjourn was made at 9:00 pm and was passed unanimously.

NEXT MEETING

- November 21, 2024 | 7:00pm In-Person, Library