



PAC GENERAL MEETING

TUESDAY, November 19, 2024 – 7:00 PM

Library, Citadel Middle School

MEETING MINUTES

Members In Attendance: 6 voting members

(Anu Dawit-Kanna, Lindsey Allen, Megan MacDonald, Alaina Milicevic, Shawna Comey, Andrea Rodriguez)

1. Meeting called to order @ 7:02PM

Anu Dawit-Kanna

Welcome everyone and thank you for coming to tonight's meeting.

2. Agenda and Approval of Previous Minutes

Anu Dawit-Kanna & Megan MacDonald

- a. Tonight's agenda, previously posted online, was left at each attendee's seat.
- b. October's PAC Meeting Minutes were posted online and there was no feedback or requested amendments.
 - i. Motion to approve minutes as presented:
 - ii. Seconded
 - iii. Call for Vote

M.Mac.

A.D-K.

Unanimous

Motion passed

3. Chair's Report

Lindsey Allen

- There were no updates from the Ministry regarding the rebuilding of Hazel Trembath as we were in the election cycle; however, we now have a new Minister of Education and Childcare (Lisa Beare) who was sworn in to her office on Monday, November 18th. PAC Executive will reach out to our MLA Mike Farnworth and Ms. Beare about getting the approval for our school. The PAC Executive once again asks that parents please reach out to our district representatives; we will send out contacts for them on our socials and update our Rebuild Hazel Trembath site.
- Dec 10th PAC meeting is hereby cancelled as it was scheduled as tentative and is not needed at this time.
- No update was provided to this Executive regarding our insurance claim on lost inventory; however, Dave Phelan says he has something for his upcoming Principal's report below.
- PAC forms for classroom consumables and class field trips have gone out to staff. Division 8 (Kask) has used their bus for the pumpkin patch; waiting for others to submit receipts when their trips are taken etc.



4. Treasurer's Report

Lindsey Allen

- The following report was read aloud to the members present:

Treasurer's Report Monthly Update				
Item	Item Description	Money out	Money In	Comments
Hot Lunch Fundraiser	Subway Oct 11 2024		\$ 886.12	Profit of \$155.90 for the 2025-2026 Operating Budget after expenses
Grade 5 Snack Day Fundraiser	Oct 18 2024		\$ 364.50	Profit of \$336.19 for grade 5 grad committee after expenses
School Fire Donation Fund	Fire Hall Appreciation Oct 13 2024	\$ 428.40		Crossants, Shirts & Gift Cards for Fire Fighters as thank you.
Childcare	Childcare Oct 15th Meeting	\$ 50.00		Funds from Unused Fire Donation Money
PAC Website	Pac Website building, and membership repayment	\$ 150.01		Funds from Childcare Expenses
				Funds from Website Expenses

5. PAC Fundraising and Events

Lindsey Allen & Anu Dawit-Kanna

- A detailed list was provided to present members for fundraising events currently ongoing and upcoming. This can be distributed upon request to Members; however, PAC Executive has and will continue to communicate these dates to all via our socials and monthly emailed newsletter.
- So far, Santa Breakfast has already sold 68 tickets; staff are also invited to attend.
- Purdy's fundraiser has currently reached approximately \$1,200 in sales, which amounts to around \$250 in profit so far. Please note profit is an estimate and sales will continue until the ordering deadline closes December 1st (so get your orders in).

6. School Board Office Update

Megan MacDonald

- Specific call-out to Hazel Trembath within the Superintendent's Report for raising over \$3,000 and an even bigger shout-out to Castle Park Elementary for raising over \$11,000!
- Please see the posted agenda and minutes on the School District's website for information about their "Piping Foundations Program" that supports and encourages students at the post-secondary level to pursue careers in trades instead of taking the "traditional" university approach.
- During their Q1 financial report, it was specifically noted that the District saw a financial loss of \$50,000 in revenue due to the Hazel Trembath fire. This loss was primarily due to the inability to house a third of the Hazelwood Daycare pre-school children as well as not being able to rent space to evening community users.
- PAC Secretary received email written confirmation that the school and PAC would **not** be responsible for the costs of moving the new playground structure from Winslow to Hazel Site as the answer to her question was not included in the District's posted minutes.



7. DPAC Update

Alaina Milicevic

- Member attended the DPAC meeting held on October 30th. Minutes can be found on their website.
- There was a report from Assistant Superintendent Nadine Tambellini who discussed upcoming opportunities for parents and District Principal Wendy Yu updated attendees regarding their focus on anti-racism.
- Regarding BCCPAC, multiple members have resigned and there will be a bi-election. At this time, HTPAC will not be participating.
- It was noted during the DPAC meeting that when a school's emergency supplies expire, it is the District's responsibility to replace; however, a PAC may assist with time or cost (it is not mandatory).

8. Principal's Report

Dave Phelan

- Halloween parade was lots of fun and we had a lot of parents come.
- Terry Fox Fundraiser was almost \$5,000 by the end of the fundraising window; Jenny Kask organized so a big thanks to her.
- Remembrance Day ceremony at the cenotaph at Blue Mountain Park went well.
- Motivational Magic presentation was held around the theme of "building character and showing leadership in the school". The presenter was a former principal and teacher.
- Place des Arts music instruction is still happening every week will continue until the winter performance is concluded.
- Vancouver Warriors are coming next week.
- Playground is almost done and should be completed by the end of this week. It will need to pass inspection for safety by the District and once complete, it'll be open to the kids. As there is lots of excitement around this playground, there will be a preliminary schedule for each class to use one at a time.
- Communication will be sent out to parents regarding winter weather and potential school closures or bus cancellations.
- Education Foundation Fund has approximately \$66,000 remaining. Money was spent on the above magic presentation and covering some previous bus expenses.
 - o There was a discussion reiterating that funding needs to be used to benefit all students; PAC is willing to discuss covering the winter concert(s) but we were hoping to have an evening show as not all families are able to make it during the day.
- Staff pictures etc. will be posted on the school website and updated each year.
- Confirmation to the PAC that the "Spiderweb Playground" is 20 years old.
- PAC Executive posed a question prior to the meeting regarding charges for in-class course fees. It was explained that the school cannot charge any course fees for mandatory requirements in class curriculum. School is allowed to charge for things such as optional field trips or optional additions that are curricular enhancements; however, school does try and be cognizant of the costs passed on to families.
 - o PAC asked for more clarification on what items qualify and that the school be aware of how much/often parents are being asked to fund their children's education.



HAZEL TREMBATH ELEMENTARY SCHOOL

- PAC and school will work together to determine what is a reasonable amount to potentially request parents pay for throughout the year so there is no undue hardship passed along. It was also stressed that we cannot get too used to having so many interesting things paid for by the education fund when it is limited and will not be re-filled. PAC also wants to make sure our provincial grant funds are being used by each teacher/division.
- PAC inventory reimbursement has been approved through insurance but unfortunately, there will be no payout. PAC Executive will need submit item requests off our list for approvals and District/Insurance will order and pay for those items and give them to the PAC... this is an issue as we don't have any place for storage. The school has limited room we might be able to utilize so we should at least get started on some of the more important/larger items that may fit in Winslow somewhere.
- Report cards are usually posted on time but there can occasionally be delays due to technical issues. Please note that you, as a parent, will get an email when they are posted.
- In response to PAC and parent reports of playground safety concerns, staff do a sweep of the area every morning; however, this site has a lot of use over the weekends so there are still things that may be missed. Children have been taught what to do if they find anything like glass, dog feces, or other items (which is to tell a staff member).
 - There are issues with people bringing dogs to the sand pit after school hours and on weekends. While we are hesitant to lock it after school hours as it would prevent families and people using it for its intended purpose, we are aware that it's becoming a health hazard issue. The school requires discussion with both Como Lake Middle and the District for, potentially, more signage or to begin locking the area during non-school hours if all else fails.

9. Open Floor Discussion

All

- Question about the new playground – is there going to be a ribbon cutting ceremony? School had not planned one, PAC will mobilize as this is a big win and big deal for our kids.
- DPAC Co-Chair will be asking for DPAC's assistance in reaching out to the Ministry about getting our school rebuild announcement.
- DPAC Co-Chair Alaina Milicevic has volunteered to reach out to Parkcrest Elementary PAC in Kamloops as they also went through a school fire. We are hoping for some insight into how to bring our community together and motivate parent participation.

10. Call to Conclude Meeting @ 7:58PM

- i. Motion to end meeting
- ii. Seconded
- iii. Call for Vote

M.Mac.

A.D-K.

Unanimous

Motion passed

*** NEXT MEETING TO BE HELD: 7:00PM January 21st, 2025 at Citadel Middle School**