

# PAC MEETING MINUTES

## HJORTH ROAD ELEMENTARY SCHOOL

**Location:** Hjorth Library  
**Date:** Nov. 20, 2024  
**Time:** 6:00pm  
**Facilitator:** Reena, Principal &  
Wai PAC Chair

### Number of Attendees:

4x PAC Executives & 11x Hjorth parents, Principal - Reena Chohan and Vice Principle - Ryan Howett

### 2024 PAC Executives:

President/Chair:	Wai Akdogu
Vice President:	Nam Kohli
Secretary:	Elena Maria Medina Diaz
Treasurer:	Jean Coyler

### 1. Call to order

- a. **Meeting started** at 6:10pm
- b. **Introductions:** PAC Executives and parents introduced themselves, how many kids they have at the school and what grades they are in.

### 2. Approval of October 30<sup>th</sup> Agenda

Nam, 1<sup>st</sup> Motion, Eric, 2<sup>nd</sup>

### 3. Approval of minutes from last meeting

Elena, 1<sup>st</sup> Motion, Jean, 2<sup>nd</sup>

### 4. Executive Reports

#### a. School Principal Report

- i) **Volleyball** this year we only have a girl's team, but no coach for the boys team
- ii) **Hot Lunch** - Pizza Day was a success. Panago had it organized by division and students' names. Easy to distribute. Money raised was for Leadership and Sports team.
- iii) **Nov 25th - Leadership Group** will be doing a food drive this year. Starts on the November 25th and run for 2 weeks.
- iv) **Dec 3rd - Santa Photos** - There will be RSVP and time slots for families to come, have hot chocolate and take photos with Santa and Mrs Claus. PAC will sell raffle tickets to be drawn at the Christmas Concert. Raffle Prize will be announced in the following days. Reindeer Games for the children waiting was

discussed but decided it would be too chaotic and not manageable. Coloring stations also was discussed but that was also dismissed, Decided to put out tables and garbage cans for convenience of not having to juggle hot chocolates and winter jackets.

- v) **Dec 9th - Scholastic Book Fair**, managed by Mrs Lamanski
- vi) **Dec 17th - Mid-Term Reports**, Families are encouraged to have meetings with their child's teacher to discuss student's progress
- vii) **Dec 20 - Last Day of School before winter break**. Movie Day at Landmark for the Grade 1-7

## 5. Financial Reports

- i) **General PAC Account** \$1869.32
- ii) **PAC Gaming Account** \$19066.28

## 6. PAC Report

1. From discussion to the previous meeting, we wanted to report on a few things that were of concern.
  - a. **Reached out to the Guildford RCMP** to see if there are any resources or presentations that we can provide for the children and families
  - b. **Privacy cover for the chain-link fence** in between the playground and restaurant parking lot. Reached out to a fencing contractor to get a quote on how much it would cost to cove 145' of fencing. They came out and did the estimate and are willing to donate this project to the school.
  - c. **Created a Facebook group** for Hjorth parents to join and participate in our PAC discussions and be updated on what's happening at the school. <https://www.facebook.com/groups/560873273201724>
  - d. **Purdy's Chocolates Fundraiser**. Orders must be in by Dec 4th. Families can share with family and friends. Help raise funds with the Hjorth PAC. Orders will be delivered to the school and can be pickup Dec 11th. <https://fundraising.purdys.com/2045903-124089>

## 7. Old Business

- a. **2024 Classroom Funds** – PAC needs class/staff amount to donate
- b. **2024 Leadership T-Shirts** – Mr. Howett has ordered the T-shirts for the Leadership Program. Approx. 20-25 kids participating in the program, the shirts will be worn on days of leadership events. JD Clothing Printing who does the Grade 7 Hoodies, estimated \$11 +tax per t-shirt. Final Invoice will be billed to PAC.

- c. **2024 Grade 7 Leaving Ceremony** – School asking for \$600 to purchase decorations, cake and award metals. We had donated \$300 last year. Reena mentioned last year expenses were above the \$300 budget and will investigate other grade 7 fundraisers to raise funds. Will discuss further next meeting.
- d. **2024 Sports Day** – This year the school is asking PAC to provide a hot lunch for the students on Sports Day. Last year, PAC did only a concession on sports day.

## **8. New Business**

### **a. PAC Fundraisers Dates**

- i) Dec 3<sup>rd</sup> - Raffle Stand at Santa Photos
- ii) Jan 10<sup>th</sup> - Pancake Breakfast
- iii) Feb 28<sup>th</sup> - Family Movie Night (Movie in the School Gym)
- iv) April 26<sup>th</sup> - Spring Market (Rent a Table Craft Fair)

## **9. Open Discussion**

### **a. Darby Photos**

Parent comments on Darby Photos: some parents were not happy about the photos and retakes. Did not have many pose options. Too many busy backgrounds. Retakes option was also limited, and parents didn't like that they could not order from both shoots, it was one or the other. Photo packages a bit expensive from previous and options of layouts were many but not flexible. One parent mentioned her photos turned out too bright that her son's face was not recognizable and that he had a light sensitivity and wasn't able to go last without a flash.

### **b. Need Volunteers for Fundraisers events**

1. Tuesday, Dec 3<sup>rd</sup> - Raffle Stand at Santa Photos
2. Friday, Jan 10<sup>th</sup> - Pancake Breakfast
3. Friday, Feb 28<sup>th</sup> - Family Movie Night
4. Saturday, April 26<sup>th</sup> – A Spring Market

#### **i) PAC Raffle Stand at Santa Photos (Dec 3)**

- Apply for a gambling license
- Make a poster and notice to go out for pre-order raffle tickets
- Create a raffle basket prize (need volunteers to seek donations)
- Volunteers for selling tickets at event

#### **ii) Pancake Breakfast (Jan 10)**

- Volunteers to mix batter
- Volunteers to make pancakes
- Clean up

### **iii) PAC Family Movie Night (Feb 28)**

- Create notice to go out
- Concession (3ppl) & Popcorn (Tami)
- Pre-order and Pickup/Deliver Pizza
- Select Movie
- Clean up

### **iv) 2025 Hjorth PAC Spring Craft Market (Apr 26 @ 10-2)**

- Advertise starts after Christmas
- Call/Recruit Vendors
- Create and Print banners and lawn signs
- Map out table capacity in the gym
- Volunteers for set up & clean up
- Volunteers for supervise event
- Volunteers for drink concession (optional)

### **c. Other School Events Ideas Poll**

- Hip Hop Dance Lessons
- Tennis Lessons
- Pickle Ball Lessons
- Curling Lessons
- Roller Skating Lessons
- Artist Residency Lessons
- Coding Lessons
- Stem Activities
- Self Defense Lessons

**10. Next Meeting:** Wednesday, Dec 11, 2024 @ 6pm (for fundraiser events?)

**11. Meeting Adjourned: 7:36pm**

For more information about the PAC, ask a PAC Executive or if you have any questions or concerns you can contact the PAC at: [hjorthpac@gmail.com](mailto:hjorthpac@gmail.com)