



Semiahmoo Trail Parent Advisory Council

3040 145A Street, Surrey, BC V4P 1P8 | semiahmootrailpac@gmail.com

PAC General Meeting Minutes Thursday March 14, 2024

Attendees: Sara Block, Rachael Marples, Vagmi Dholakia-Baxi, Fiona Fu, Sheri Hardcastle, Heather Neilson, Nina Hemmes, Karen Fadum, Jamie Lyn Hugh, Hye Seon Chang, Tara Sheldrake

Meeting called to order at 9:01am

Motion to Approve Agenda

- 🌿 Motion Approved by 2: Sheri Hardcastle, Vagmi Baxi

Motion to Approve Previous Month's Meeting Minutes

- 🌿 Motion Approved by 2: Rachael Marples, Vagmi Baxi

Principal's Report and Updates - Karen Fadum, Jamie-Lyn Hugh

🌿 Enrolment & Staffing

- Currently 455 Students
- Ms. Stevens (Gr.1 Div 17) on leave, replacement tbd
- Meg Farmer CYCW on mat leave, replacement tbd

🌿 Run Club Substitute (Classroom Initiative)

- Teachers will begin April 2 - They have various categories to help build enthusiasm, ie. most motivational, most distance, etc. As a school, will track days divisions run and total distance per division - results posted on bulletin board.
- PAC will purchase ribbons for all students for participation as well as verbally acknowledge classrooms that met or exceeded their goals/targets during assembly
- Open to ideas for staff participation - goals/targets

🌿 Crosswalk and Traffic

- Ms. Fadum met with Amar Nijjer from District Facilities during morning drop-off time. They discussed parking, the crosswalk and the 3-way intersection. District will look into hiring a crossing guard. Any interested parents or possible leads please contact Ms. Fadum. It may help traffic flow if the intersection is changed to a 3-way stop, but this would need city approval which can take over a year.

Health & Safety

Drills: Over the year, we participate in fire, earthquake and lockdown (threat in building) drills.

- Fire - 4/6 Completed - All went well, evacuated and accounted for in 6 mins
- Earthquake - 2/2 Completed
- Lockdown - 2/2 Completed - During this drill, blinds are down, doors are locked and everyone is quietly out of sight. We were locked down within 3 mins (likely sooner, but door checking is required)

Construction - One month look ahead




- Framing around the roof parapet on second floor
- Metal decking install for the roof and second floor - target start is mid March. This will cause loud banging noises, and Halse Martin will advise prior to the start of this work (Work continuing over Spring Break)
- Concrete infill on first floor slab
- Glulam beam delivery and install
- Completion predicted at post Spring Break 2025
- Dimmers have been added to lights all around the school and are set to be put into the gym over Spring Break
- Accessibility Plans for new addition? Push Buttons for doors, wider doorways? How can we find out what steps are being taken for accessibility? Basketball Nets that have height adjustment for accessibility

PAC Funds 2024/25

Teacher Wishlist (new items) for funds raised this year:

- Year two tech upgrade: 8 MacBook Laptops (\$10,000 - \$12,000)
- Gaga Ball Pit - approx. \$10,000 - Ms. Fadum will have more details on process in upcoming months.
- Basketballs
- Soccer Balls

Treasurer's Report - Nina Hemmes

-  **General Assets: \$60,776.82**
-  **Gaming: \$14,177.66**
-  **Total Assets: \$16,481.30**

DPAC Report - Sheri Hardcastle

🌱 Parent Education Session

- Clear is kind, tips for navigating difficult PAC Conversations

🌱 Approved Motions

- To write a joint letter with CUPE 728 and Surrey Teachers Association to Minister of Education and Childcare to address chronic underfunding of SD36 Capital needs
- To modify the Inclusion Committee member terms from current (January-December) to June-May

🌱 Scholarship and Bursary Committee

- 2023 Scholarships were awarded, Bursary not awarded
- Motion passed to discontinue Scholarship and Bursary program - DPAC does not have the capacity to continue this program. Upcoming Gaming restrictions disallow funds to be used in this manner and the committee cannot complete follow up ensuring funds are used for post-secondary education

🌱 Screen Time Policy

- Provincial Mandate details will be released by Spring Break - Superintendent's office is drafting a policy to be presented to the Board in June

🌱 Extended Day Update

- Neder Dhillon & Shauna Ross gave an update on the Extended Day being brought in to some Surrey schools explaining why it was necessary, some of the guiding principles, models, opportunities, things to consider and next steps
- More schools likely to follow suit in the future, Elgin said to be at capacity as of next year

Old Business

🌱 Jog-a-thon

- Sponsors still needed, deadline is end of March.
- Envelopes are on their way

🌱 Fundraisers

- Neufeld did well, around \$900 Profit
- Purdys profit - \$263
- Declining Spring Plant Fundraiser this year - Lack of place to store plants and minimum requirements may be an issue
- Movie Night - April 26th, Sign up sheets needed, refer to document made last movie night to see how we can improve. Can we get into the gym a bit sooner to set up earlier?

- Pizza Fundraiser - Fresh Slice White Rock location - We sell vouchers online for \$15 per medium pizza (on hot lunch site) \$5 to PAC for every voucher sold. The class that sells the most vouchers is awarded a Free Pizza Party for their class from Fresh Slice - still deciding when to do this one

🌱 Gaming Grant Spend Vote

- Insulated bags for hot lunch - \$985 - Approved
- Basketballs - \$500 - Approved
- LST Games - \$250 - Approved
- Art Drying Racks for Primary - \$500 - Approved

New Business

🌱 Indigenous Enhancements

- Let Karen know that we are still looking for Indigenous enhancement ideas

🌱 Constitution and Bylaw Amendment Vote - Sections 5-6

- PAC Executives have been working hard at updating our Constitution and Bylaws in an effort to stay current under the guidelines of the BCCPAC
- A copy of the Constitution and Bylaws with proposed changes was emailed out to the parent community for everyone to read through on Jan. 31/24. Sections 5 and 6 were voted on and **APPROVED (Changes appear in green)** at today's meeting. Sections 7 - 10 will be voted on at the next PAC meeting.

SECTION 5: PROCEEDINGS AT GENERAL MEETINGS

1. The voting members present at any duly-called general meeting shall constitute a quorum
2. Unless otherwise provided, questions arising at any meeting shall be decided upon by a simple majority vote
3. In the case of a tie vote, the motion will be lost.
4. Voting by members on all matters must be given personally, voting by proxy shall not be permitted.
5. Voting shall be done by the show of hands with the exception of the election of officers and representatives to the School Planning Council which shall be done by secret ballot.
5. Voting shall generally be done by a show of hands, with the exception of the election of executive PAC member positions, which shall be conducted by secret ballot

SECTION 6: EXECUTIVE

1. The executive will manage the committee's affairs between general meetings.

1. PAC executives shall manage the affairs of PAC between general meetings. As well as oversee and provide support to any PAC appointed committees to ensure their effective functioning and alignment with the PAC's objectives.

2. The executive will include the president, vice president or co president, secretary, treasurer, District Parent Advisory Council Representative, and Past President. It may include two or more members at large, and such other members of the committee as the membership decides. (may choose to have directors)

2. The executive will include the president, vice-president or co-president, secretary, treasurer, District Parent Advisory Council Representative. It may include members at large, co-secretary and co-treasurer.

3. Any voting committee member is eligible to serve on the executive, except employees of Semiahmoo Trail Elementary School.

4. The executive will be elected at each annual general meeting.

4. PAC executives shall be elected during each Annual General Meeting (AGM). All executives seeking to retain their positions shall be subject to re-election annually during the AGM. Voting is conducted by secret ballot.

5. Elections will be conducted by a member who is not seeking a nomination or position. In absence of an eligible member the vote will be turned over to an administrator to conduct.

6. No person may hold more than one elected executive position at any one time.

7. No two members of the same family may serve on the executive at the same time. The executive will hold office for a term of one year beginning September 1st, in accordance with the fiscal year.

9. Any elected member of the PAC may serve on the Executive for as many years as he/she is elected to a position.

8. Elected members of the PAC may hold the same executive position for a maximum of 5 consecutive years, provided they are successfully re-elected. After five years in a specific executive role, an outgoing elected executive member becomes eligible to seek election for a different executive position within the PAC

Suggested Removal of original nr.10

10. The Past President(s) shall hold that office for a minimum of one year.

11. 10. If an executive member resigns or ceases to hold office for any other reason, the remaining executive members may appoint an eligible member of the committee, by vote, to fill the vacancy until the next annual general meeting.

12. 11. The members, by a majority of not less than 75% of the votes cast, may remove an executive Member before the expiration of his or her term of office, and elect an eligible member to complete the term. Prior to this vote, written notice specifying the intention to make a motion to remove an executive member must be given to all members not less than 14 days before the vote. Written notice may be delivered by hand or by electronic means.

13. 12. No executive member may be remunerated for serving on the executive, including receiving gifts using PAC funds, but may be reimbursed for expenses reasonably and necessarily incurred while engaged in the Committee's affairs.

Meeting Adjourned at 10:12am

**Next Meeting
April 18, 2024**

Respectfully submitted by Heather Neilson