

PAC Meeting Minutes

Date: September 26, 2024

Location: Hybrid (Library – Learning Commons & Online)

Attendees: PAC Council Members + School School + 25 parents

Executive Council in Attendance:

- **Shefali Mahajan & Gitika Sharma** – Co -Vice Chairs
- **Nicole Welsford & Saakshi Khanna** – Co - Chairs
- **Sunhee Gooding & Debbie Grewal** – Co-Treasurers
- **Kavitha Chandrasekaran** – Co-Secretary
- 2 members at large were in attendance: **Sara Aleaf and Theary Leonardo**

Call to Order: 7:06 PM

- **Welcome:** Nicole opened the meeting by welcoming all attendees and encouraging them to consider joining the PAC council to enhance community involvement and support for the school.
- **Introductions:** The PAC members in attendance and School introduced themselves.

Approval of Minutes

- **Motion to Approve:** Shefali made a motion to approve the minutes from the previous meeting.
- **Seconding Motion:** Nicole seconded the motion, and the minutes were unanimously approved.

PAC Updates

Open House (School)

- **Turnout:** The Open House had a great turnout, with families expressing interest about visiting the classrooms and meeting teachers. There were also questions about the completion date for the new school building.

DPAC Updates (Saakshi and Sunhee)

- **Superintendent Update:** the DPAC Superintendent provided insights on high school space issues, and discussed implementation of online and trimester systems. Feedback from parents has been negative towards the proposed solutions.
- **Email Guidance:** PAC council encouraged parents to directly email the Superintendent of Surrey DPAC to voice their opinions to ensure parental voices are heard in future decisions.
- **WRE PAC:** The DPAC representatives discussed the need for adding new facilities and expanding existing facilities such as gym and library. The petition highlighting current issues is live on FB and IG for parents to vote on.
- **BCC PAC Participation:** DPAC Surrey has paid for the membership and will actively participate in BCC PAC meetings.
- **Co-DPAC rep:** One of the parents, **Karthik**, expressed interest in joining the PAC Council as co-DPAC rep. **Action Item: PAC to keep a lookout for his email in the PAC inbox.**

Construction Updates (School and Saakshi)

- **Timeline for Completion of New Building:** While there is no set completion date yet, the current consensus is that construction will wrap up before winter break.
 - The classroom that is currently in the school's maker space will continue to stay there until the new building is constructed and additional portables will not be introduced due to cost issues.
 - The new building will house mostly G4 – G7 classrooms, a new gym and library. KG classrooms will most likely stay in the old building as they have specialized classrooms.
 - The windows in the new building are safe and the building will have AC.
 - There is an elevator for wheelchair access that will use a keycard for access. It also looks like the City may install flashing lights for the crosswalks.
- **Furniture for New Building:** Brand new and modern furniture. School noted that they can provide some renderings and designs in the next PAC meeting or send it via email. **Action Item: School to send out furniture renderings.**
- **Parking Lot Status:** The front parking lot work to ensure water connectivity for the new building is completed.
- **Play Area Development:**
 - Currently, there is no designated play area. The green space behind the school is owned by the City, and discussions are ongoing with the district and City to fence the area and establish supervision zones. The school is looking to get parental consent for their kids to access the green space and establish a check-in and check-out system to allow for small manageable groups to play there.
 - The school is also working with District Risk Management team to use the park next door once the safety of use is tested as the park can get water-logged.
 - Existing portables will be moved out as kids are moved into the new building and the school noted that they would like to have parent input on how to utilize the area.
 - The new playground near the new building will have a concrete railing on the outside as it has been damaged during construction

Teacher Representatives (PAC and School)

- **Communication Strategy:** In previous years, teacher representatives facilitated communication between PAC and the teaching staff. Given the high volume of PAC activities, establishing this connection again will help streamline communication regarding fundraisers and events. **Action Item: PAC will collaborate with the School to finalize the names of teacher reps.**

Upcoming PAC Organized Events (PAC)

- **Family Photos:** Scheduled for October 9-10. Families can participate for \$25 and this includes one 8x10 photo. Posters have been placed in the school and shared through various communication channels, including social media and the school app.
- **Donut Day:** Gourmet Donuts has been contacted to provide donuts. Our cost per donut is \$1.47 and the sale price is \$2.5 (13.5 for half dozen or 24 dollars for a dozen). This is planned for Oct 31st at 9 AM. **Action Item: Theory to get class list to set up Munch.**
- **Hot Lunches:**

- Gitika is coordinating with three older vendors for this year's events and dates have been selected. The first hot lunch will be on October 11 for Panago Pizza. She will be sending out notification for Panago Pizza. Edo Japan and Inchins (Coordinating with Diwali on Nov 1) are the other 2 vendors for this year.
- PAC executives requested to be notified of planned field trips dates so that hot lunches and concessions are planned accordingly. G7 will be missing Panago Pizza day and PAC will include a note for G7 parents to not order it.
- **Concessions:** Last year concessions happened right during the lunch rush and on the day of hot lunches due to limited number of volunteers.
 - School has noted that the hallways get extremely crowded, options for kids are not healthy, parents do not order concession but kids buy them out of their pocket monies and the hot lunch food gets wasted as kids prefer to eat items from the concession.
 - PAC executives noted that they would like to find a happy medium as concessions are a huge fundraiser for us. We noted that that we introduce healthy options and will not do candies or ring pops and maybe institute a limit on the bag of chips, if possible. This helps kids to learn about money management if they bring in their pocket monies. The main issue with staggered hot lunch and concession are the limited number of volunteers.
 - School recommended doing it once a month to try out and having it in the gym was good last year (to be confirmed with teachers). They noted the teachers wanted to include only pre-ordered items. PAC noted that concession sales are also done online for parents to choose from except for chips. Due to supply and demand, pre-ordering can be very difficult.
 - PAC noted that concessions after school were tried last year to accommodate teachers, but was not profitable as sales were quite low (200 dollars vs 500 – 700 dollars during lunch).
 - School and PAC executives agreed that they need to identify a happy medium to cover yearly expenses as concessions contribute to that. Mrs. Ickert will work with teachers from G7 to allow kids to volunteer and help with concessions this year.
 - **Action Item: Ramakrishna Banka (Ramakrishna.bank@gmail.com) noted that he can help out with brainstorming some solutions for concessions and presenting them in the next PAC meeting.**
- **Garden brooms sale:** This was profitable last year and the brooms are good quality. Sunhee and Shefali to plan it and work with the vendor. The school noted that the kids can do commercial for garden brooms and will look into it.

Washer/Dryer (School)

- School has requested a new washer/dryer to be installed in the new building as they have put in a proposal to the construction team to have the staff room in the new building to have the plumbing done. **Action Item: School to confirm once the approval is in place.**

- Currently, teachers are responsible for taking uniforms and washing them and sometimes, jerseys get lost. The school is planning to get kids involved in helping out with laundry chores so that they learn about it.
- **Action Item: PAC executives to look into the contribution for this ask once School confirms the approval and we know the plan for the concessions this year.**

Treasurer's Report (Sunhee)

- **Financial Overview:** Sunhee reported the current balances of the PAC accounts:
 - Gaming account: \$26,878.06
 - Co-organizational account: \$26,447.35
- **Operational Needs:** Sunhee and Debbie need to co-sign a bank form to manage these accounts.
- **Total Students:** 842 students. **Action Item: PAC to cut the check once the signatories are added to the account.**
- **Grade 7 Plans:** Discussions are underway for the Grade 7 expense plan, including a proposed Bunsen Lake hike and other field trips.

School's Report

- The School noted the success of Orange Shirt Day and that the Terry Fox Run this year has a good number of volunteers for supervision.
- **Upcoming Activities:** Plans for a Halloween parade, pumpkin carving, and volleyball for Grade 7 were shared.
- **Additional Funding:** The school noted that they would like to utilize the money that PAC had provided in 2020 along with money accumulated from various other accounts since then.
 - Current balance in the consolidated account: \$35217.75
 - The school would like to use ~ \$11,000 for technology upgrades.
 - **Action Item: PAC executives to discuss and provide a letter of intent that school will use that fund properly for activities.**
- The 2024 – 2025 school map has the divisions wrong. **Action Item: School to send out the updated map to PAC email.**

Other Business

- **Spring Fair Planning:** School noted that Identity night was successful last year and that they are brainstorming ideas for this year for May 1, 2025.
 - Similar to the Christmas Markets that were held a few years ago, the PAC is planning to have Spring Fair with local vendors showcasing their wares, food trucks + concession, have family-friendly activities and encourage the community to get together. This can be tied to Identity Night and can include raffles.
 - Debbie noted that we can apply for the City of Surrey Neighborhood grant and have the City also provide big-sized games for the event. School noted that Mrs. Planckett will discuss the social emotional connection for this event.
 - Nicole, Kavi and Debbie will work on this event and look into applying for the grant from the City.
- **Upcoming Events:**

- Movie Night is planned for December 6, with a concession stand and the possibility for families to bring food.
- Professional dance instructors are booked for the first week of January for students in lieu of PE classes.
- The school is considering hosting family dance nights, fostering community interaction as zumba and hiphop nights were a hit. G7 has put together a Bhangra group and found a teacher sponsor.
- A parent in attendance (Dinusha Abeygunasekara) recommended having a Talent Show towards the end of the year and booking an event centre to host and collecting admission tickets. Students can start practicing for the shows a few months in advance for a couple of hours a week to put on the show. School and PAC to discuss further.
- Another parent in attendance (Ramakrishna Banka) recommended connecting with BC Junior Achievements organization. The organization provides 4 kits every year for kids in G4+ on different modules like money management, entrepreneurship etc. This was successful in other school and that he can be the liaison with the organization and school. School is very interested in this partnership.

Next PAC Meeting has been scheduled for October 24 at 7 PM. Nicole will host, and an agenda will be circulated ahead of time.

Adjournment: The meeting was adjourned by Nicole at 8:34 PM.