


Queen Elizabeth Secondary School

PAC Meeting Minutes

 **Date:** April 20, 2026

 **Time:** 6:00 PM

 **Location:** QE Library

1. Call to Order

The meeting was called to order at **6:00 PM**.

- A sign-in sheet was circulated.
- Members were welcomed by the PAC President.

Adoption of Previous Minutes

- The minutes from **January 26, 2026**, were reviewed.
- **Motion:** To adopt the minutes
- **Moved and Seconded:** Yes
- **Decision:** Approved

Adoption of Agenda

- The agenda for **April 20, 2026**, was reviewed.
 - **Decision:** Approved by all members present
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2. Reports

2.1 President's Report – Sonia Kang

- Discussion focused on **Dry Grad funding and fundraising progress:**
 - PAC considered whether to proceed with the **\$2,000 contribution** toward Dry Grad.
 - Fundraising activities currently underway include:
 - Bottle drive (recently completed; results pending)
 - Direct donation campaign via email to Grade 12 parents.
 - Business sponsorship outreach
 - Setup of a dedicated Dry Grad bank account
 - Introduction of **tap payment (Square system)** for easier donations

- Plans to leverage upcoming school events (e.g., April tournament) for fundraising through concession sales.
 - General observation:
 - Fundraising efforts are ongoing but slightly behind prior years.
 - Carryover funds from previous year (~\$10,000+) provide some cushion.
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2.2 Treasurer's Report – Amandeep

- Financial update provided:
 - Previous balance: approximately **\$27,000**
 - Current balance: approximately **\$17,000** after recent expenditures
 - Additional invoices pending, which may further reduce balance.
 - **Gaming Funds:**
 - Discussion held regarding availability and allocation.
 - No concerns raised, tracking ongoing.
 - Update:
 - Application for **next year's funding has been submitted.**
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3. Principal's Report – Ms. Helen Rogan

School Fees (2026–2027)

- Draft fee structure presented for next school year:
 - **Standard Activity Fee:** \$20
 - **Optional Fees:**
 - Grad Fee: \$40
 - Dinner Dance: \$90
 - Dry Grad: \$100
 - Yearbook: \$60
 - Athletics and program-specific fees
 - Emphasis on **greater transparency and consistency** across schools
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Athletics & Student Activities

- Overview of current sports:
 - Badminton, Girls Soccer, Track & Field, Ultimate, Kabaddi
 - Clarification:
 - Some sports require tryouts (e.g., basketball, soccer)
 - Others are open participation (e.g., track, cross country)
 - Intramural programs available for broader student participation
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Attendance Initiative

- Ongoing efforts to improve student attendance:
 - Positive trend noted (approx. **4% improvement month-to-month**)
 - Initiatives include:
 - Weekly recognition
 - Monthly incentives
 - Parent engagement
 - Learning Lab support
 - Parents encouraged to support student participation in academic support programs.
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School Construction Update

- Major building upgrades underway:
 - Exterior stucco replacement
 - Window upgrades
 - Work will continue through:
 - Spring → Summer → Fall/Winter phases.
 - Safety measures in place; some temporary disruptions noted.
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Enrollment Update

- Enrollment remains **stable and consistent** with previous year.
- No significant decline observed.



Grad Events

- Upcoming events include:
 - Boat Cruise
 - Commencement (**June 12**)
 - Dinner Dance and Dry Grad (**June 22**)
 - Additional student-led activities (e.g., Grad Sports Day, Whiteout Day)

4. Open Discussion

- Additional fundraising ideas discussed:
 - Improving accessibility of donations (e-transfer, phone-based options)
 - Expanding use of tap payments at events
 - Encouraging continued parent participation
- Discussion on student-led, non-school-sanctioned activities:
 - Safety expectations emphasized

5. Next Meeting

- Next PAC meeting will take place in the **new school year**:
 -  **Monday, September 21, 2026**
 -  **6:00 PM**
- Meeting format:
 - Initial meeting may be virtual.
 - Budget meeting (October) in-person

6. Adjournment

- **Motion to adjourn** was moved and seconded.
- Meeting adjourned at **6:31 PM**