

Parent Advisory Council (PAC) — Minutes of Meeting

Date: Monday, October 27
Time: 6:00 PM – 7:05 PM
Location: On-site (school)
Chair: Sonia (PAC Chair)
Attendees (as referenced): Helen (Principal), Sonia (Chair), Amand (Treasurer), Rose, Kingsley and parent members.

1) Call to Order & Opening

- Meeting called to order by **Helen** at 6:00 PM, brief introductions.

2) Adoption of Previous Minutes & Agenda

- **Motion:** Adopt the **September 23** minutes. **Carried** (moved/seconded).
 - **Motion:** Adopt the **October 27** agenda. **Carried** (moved/seconded).
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3) Budget Overview & Funding Requests (Main Item)

3.1 Context & Budget Envelope

- Total funds available this year are ~\$54,000 (grant + ~\$22,000 carry-forward noted in account).
- Many requests mirror last year’s usage history considered when approving or reducing amounts.

3.2 Approval Approach

- Reviewed each request against PAC guidelines, prior usage, student impact, and equity across activities.
- Where prior-year funds were **not fully used**, amounts were **reduced** or marked **TBD** pending uptake.
- Some items (e.g., **first-aid kits**) deemed **school account** costs, not PAC.

3.3 Funding Decisions (Summary)

Total Approved This Meeting: \$49,370 (aggregate after adjustments).

Motions

- **Motion:** Approve aggregate funding decisions totaling **\$49,370. Carried.** Details in the table below:

4) Treasurer's Report (Amandeep)

- Approx. **\$22,000** carry-forward confirmed.
- **Annual gaming grant** normally arrives in **October**; currently **delayed** (strike impacts).
- Application and year-end reporting completed; follow-up message left with the granting body.
- Budget becomes fully effective upon receipt; updates to be communicated.

5) Principal's Update (Helen)

- **Events & Activities**
 - **Diwali** celebrated last week; **Spirit Week** ongoing; **Costume Day** on Friday.
 - **Haunted House** by Theatre Company running this week.
- **Assessments**
 - **Grade 10 & 12** provincial assessments scheduled for **November** are **cancelled due to strike**.
 - Extra sitting days will be available in **January**; school will compress required assessments then.
- **Key Dates**
 - **Take Our Kids to Work Day (Gr. 9): Nov 5** (regular classes continue for other grades).
 - **Report Cards: Nov 17**
 - **Parent-Teacher Conferences: Nov 20**
 - **Homework Blitz (library):** four days following report cards for students at risk ("IE" list).
- **Grad & Junior Planning**
 - **Winter Formal (Gr. 12): Nov 27** at **Crowne Plaza**; **\$50** ticket (DJ, photo booth, food).
 - **Gr. 8 Course Selection** for **2025-26-27** begins in **November** (info to family's forthcoming).
Grade 9-11 January/February
- **Clubs & Academic Support**
 - **Learn Lab: Tue/Thu** (library) with peer tutors & teachers.
 - **Skymatics (Sci/Math): Mon/Fri**, room **C224** at lunch
 - Club directory on website **updated**; PAC section to be refreshed.
- **Staffing**
 - New staff member **Lorna Chepkwony** joining **LST/ELL**; staffing now complete.
- **Facilities & Neighbourhood Construction**
 - Sewer trench work behind school **completed**; compaction finished—no further building shake expected.
 - Adjacent **tower project** to **start in coming weeks: ~12 months excavation + 24 months construction**; estimated **2029** completion; **second tower on pause**.
 - Road to be installed behind school; construction impacts expected but major vibration not anticipated.

6) PAC Meeting Format

- Discussion on **in-person vs. virtual**.
- **Decision:** Continue **in-person** meetings, **plus** provide a **Teams link** for those who cannot attend (hybrid).

- Note: Single device in room; remote participants may need to step closer to be heard when speaking.
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7) Other Business

- **Dry Grad cruise** to be discussed at **Grad Committee** (not a PAC agenda item).
 - **Fundraising:** PAC typically does not run fundraisers at secondary level (Dry Grad Committee does).
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8) Next Meeting

- **Date: Monday, January 26, 6:00 PM**
 - **Format:** In-person **with** a **Teams link** for remote access (to be circulated prior).
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9) Adjournment

- **Motion to close meeting. Carried.**
- **Adjourned** at 7:05 PM.