

S.H.E.P.A.C.

Meeting Minutes

Date: November 12, 2025

Email: serpelempac@outlook.com

Attendees

Staff: Tina DaCosta (Principal) , Sarah Hutchings (Vice Principal)

Parents: Rishi, Donna, Bal, Carissa, Amber, Gary, Corina, Zainab, Kristina

Meeting called to order at 6:07pm

Previous minutes approved by Donna, Carissa

Current agenda approved by Rishi, Donna

REPORTS:

President (Sarbjee)	• Encourages all parents to participate in PAC functions.
Principal (Tina)	<u>Recent Events:</u> • Volleyball is underway for Gr. 7 boys and girls – girls team had exceptional turnout, with over 30 players! • Badminton Club started (separate from seasonal badminton team that play other schools) • Halloween for Hunger - 23 boxes filled for the Surrey Food Bank! • Spooky Reading - Reading in the dark with flashlights, costumes and treats • Interim Communications (first informal learning update of the year) • Remembrance Day Assembly • Recent visit from District Transportation department – reviewing and updating signage in our drop off/pick up bay and fire lane to improve clarity; reaching out to the city of Surrey to get a map of available parking in the community for those families that want to drive but also walk their child to class (to be shared when available) • Recent inspections for before/after school care complete – just waiting on finalization of license and advertisement from Little Friends. <u>Upcoming Events:</u> • November 17-26 - Toy Drive - Toys must be new and in original packaging • November 26 - Panago Pizza Lunch • November 28 - PAC Movie Night - \$2 for admission per student, parents have free admission • December 1-5 - Scholastic Book Fair • December 1 - Jingle Bell Walk Flyer Drop Off (food drive)

- **December 3** - PAC Meeting at 6:30
- **December 5** - Jingle Bell Walk - volunteer drivers needed
- **December 8** - Holiday Musical Dress Rehearsal
- **December 9** - Holiday Musical Matinee at 1:00
- **December 10** - Panago Pizza Day/Holiday Musical Evening Performance at 6:00
- **December 8-11** Communicating Student Learning Week Term 1
- **December 17 Early Dismissal - 1:28 pm - communicate with your teacher regarding your child's progress**
- **December 19** PAC Pancake Breakfast/Last day before Christmas Break
- **December 22 – January 2 Christmas/Winter Break – school closed**

Discussion Items:

- Feeding Futures Meal Program expanded to include a “Grab and Go” breakfast station, available from 8:30–9:30 a.m. in our front foyer for students who need this support.
 - Combined with the donated snack items we regularly receive from the Surrey Firefighters and the Fruit & Veggie Program—organized by our Child Care Worker, Ms. Lindsay—this initiative ensures that all students can have access to the nutrients they need to be happy, healthy, and ready to learn.
 - We are excited to welcome Yumna Shuaib (Ms. Y), who will temporarily fill this role until the position is posted and permanently filled after the winter break. Also, a big thank-you to Ms. T., one of our lunchtime Supervisory Aides, for her support in distributing lunches up to this point!
- Jersey update: \$36 plus tax each:
 - Cost \$18.00
 - Imprint cost: \$4.00 x 2 – both sides
 - Numbers: \$5.00 x 2 – both sides
 - Ideally, it would be great to have 30-50 jerseys, to accommodate larger teams and Track and Field, but we would be happy with whatever PAC can invest. Please let us know the final decision so we can get ordering.
- Technology Request Update
 - Highest priority is replacing the laptops in the Intermediate cart (many now have red screen, meaning updates are no longer possible)
 - **Priority #1: Intermediate Laptop Cart A currently has 29 devices and needs 29 replaced/added ASAP.**
 - If replace with iPads/keyboards: \$4389.00x3 (Apple iPad Wi-Fi 11-inch 128GB USB Type-C Silver early 2025 model (11th Gen) 10-Pack bundle) + \$0.45 x 30 (EHF Fee) +\$169.50 x30 (Logitech Rugged Combo 4 Touch Keyboard case with Smart Connector) = 18,279.00 plus tax
 - If replace with laptops: \$5790.25 x 6 (Apple Computer - MacBook Air 13-inch M4 (laptop / notebook) 5-pack bundle) + \$0.45 x 30 (EHF Fee) =\$34,755.00 plus tax

	• Preference is iPads/keyboards (intermediate teacher feedback) • Note: extra iPad could go to office to support families • Priority #2: Intermediate iPad Cart C currently has 29 devices and needs 29 replaced by June 2026. • If replace with iPads/keyboards: \$4389.00x3 (Apple iPad Wi-Fi 11-inch 128GB USB Type-C Silver early 2025 model (11th Gen) 10-Pack bundle) + \$0.45 x 30 (EHF Fee) +\$169.50 x30 (Logitech Rugged Combo 4 Touch Keyboard case with Smart Connector) = 18,279.00.35 plus tax • If replace with iPads only: \$4389.00x3 (Apple iPad Wi-Fi 11-inch 128GB USB Type-C Silver early 2025 model (11th Gen) 10-Pack bundle) + \$0.45 x 30 (EHF Fee) = 13180.50 plus tax • Preference is flexible, based on available budget • Priority #3: Primary iPad Cart D currently has 22 devices and needs 22 replaced by June 2027. • If replace with iPads only: \$4389.00x2 (Apple iPad Wi-Fi 11-inch 128GB USB Type-C Silver early 2025 model (11th Gen) 10-Pack bundle) + \$445.55 x2 (Apple iPad 11-inch 128GB Silver (11th Gen) single device) \$0.45 x 22 (EHF Fee) = \$5,285.50 plus tax • Preference is iPads only • Priority #4: Primary Laptop Cart B currently has 10 devices and needs 10 replaced by June 2027. • If replace with iPads/keyboards: \$4389.00 (Apple iPad Wi-Fi 11-inch 128GB USB Type-C Silver early 2025 model (11th Gen) 10-Pack bundle) + \$0.45 x 10 (EHF Fee) +\$169.50 10 (Logitech Rugged Combo 4 Touch Keyboard case with Smart Connector) = \$6,093.00 plus tax • If replace with laptops: \$5790.25 x 2 (Apple Computer - MacBook Air 13-inch M4 (laptop / notebook) 5-pack bundle) + \$0.45 x 10 (EHF Fee) =\$11,585.00 plus tax • Preference is TBD (closer to the date – likely iPad with keyboards for consistency and affordability) • One classrooms need classroom iPad (can come from leftover from bundle of 30) • Office needs <u>one</u> iPad to communicate and support students and families (can come from leftover from bundle of 30). • Please let us know what PAC can support so we can get on ordering as soon as possible for Cart #1. • Christmas Musical K-7 rehearsals have begun! First wave of ticket orders in progress, as well as t-shirt (costume) orders have been sent out. • Matinee at 1:00 on Tuesday Dec. 9th • Evening performance at 6:30 on Wednesday, Dec. 10th
--	---

Treasurer (Rishi)	● Gaming Grant ○ \$20xnumber of students on Sept 30, 2024 received from the BC government ○ Will be used for school buses, sports equipment ● General Cash ○ Reimbursed Edie for hot lunch purchases and petty cash ● Link for donation toward school. If you are making a donation, please make sure it goes toward Serpentine Heights Elementary. https://surreyschools.schoolcashonline.com/Fee/Details/829/90/false/true
DPAC (District Parent Advisory Committee) (Wendy)	● E-scooters and e-bikes are illegal in Surrey and schools. Combustion risk. How to ensure safe, efficient ways to get to schools. ● Developing a policies and procedures manual. Will be ready in January ● New partnerships - Surrey Fire Fighters- provided laptops, Surrey Police- access to mental health resources ● Field trip volunteer drivers - CRC now required ● Next DPAC meeting - Wednesday, Nov 26th ● Meetings are held once a month online ● Everyone is welcome to attend ● Surrey DPAC website: https://surreydpac.ca/ ● For Schedule and to register: https://surreydpac.ca/dpac-meetings/
Fundraising and Hot Lunch (Edie)	Hot lunch: ● Upcoming Hot Lunch ○ Nov 21st -Mary Brown's ○ Dec 5th - Opa Fundraising: ● Purdy's newsletter goes out in Nov, but its open now - chocolates sent out first week of dec (Dec 5) ● Potential new fundraiser: Bright raiser- students sell candy/snacks and a portion goes back to PAC ○ https://brightraiser.com/?gad_source=1&gad_campaignid=23021597696&gbraid=0AAAAABBasdiInhhcDjzzIM3XLbUtBtUgLM&gclid=Cj0KCQjwjL3HBhCgARIsAPUg7a5WH0LWxy7rNdKxOa-2PJAjYscloYcckZXxeKwW-HKmZ4ZJbXXnNUkaAuvCEALw_wcB ● Christmas Movie Night - Friday, Nov 28 ○ Door open at 5:00, movie starts at 5:30 ○ Parents must accompany children ○ Volunteers needed

	● Popcorn - once a month ● Pancake Breakfast - Dec 19th 6:30/7AM ● Hot chocolate for students after Jingle Bell Walk - Dec 5th ● Create a goal for tech fundraising ● Any volunteers that would like to help need to email the PAC at serpelempac@outlook.com . ● Fundraising Idea ○ Host family game night ○ Christmas Market/Craft Market
Other Business	● Add QR code for notices ● Offer incentive and recognition to parents who volunteer to earn a potential pizza party for the end of the year. ○ 1 point for showing up per child ○ Form to keep track of who volunteers ○ Random draw at the end of the year - award class at the end of the year ○ PAC events only ○ PAC meetings included ○ Parents will be recognized in the newsletter ● Extending social media account activity to increase parent involvement ○ Create an instagram account ○ Use AI generic graphics - no students/staff member pictures will be posted. ● Shed - Use the end door to access with a key. Currently old bins and equipment are being kept inside. ○ Needs to clean out, volunteers needed ○ Spring cleanout to be organized. ● Edie, our current hot lunch and fundraising coordinator, will be stepping down in September 2026 as her child will be graduating. This means her position will be available for another parent to take on. Edie is happy to train someone to take over her duties before she leaves. If you're interested, please reach out to us by email, on Facebook, or speak with the principal directly. ● PAC volunteer events - parents volunteers needed for upcoming events (hot lunch, popcorn popping) Please contact us with the email below if you're interested. ○ serpelempac@outlook.com

Meeting adjourned at 7:44pm

Next meeting Dates & Times:

Wednesday Dec 3, 2025 at 6:30pm

Wednesday Jan 14, 2025 at 6:30pm

Wednesday Feb 18, 2025 at 6:30pm

Wednesday Apr 8, 2025 at 6:30pm

Wednesday May 13, 2025 at 6:30pm

Wednesday Jun 10, 2025 at 6:30pm