



Elgin Park Secondary School

PAC Meeting Minutes

Oct 16, 2024

Attendance: Kavita Sharma (Principal), Victoria Gootgarts (Chair), Mike Jiang (Treasurer), Richa Balachandran (Secretary), Sheri Hardcastle (DPAC rep), 11 parents online and 2 parents in class. Meeting was conducted in person, at school, and online via Zoom.

1. Call to Order 7:00

Victoria Gootgarts called the meeting to order at 7:02pm.

2. Approval of Agenda

MOTION: That the agenda be approved as presented.

The motion carried by unanimous consent.

3. Approval of Minutes, Sept 18th, 2024

MOTION: That the minutes of Sept 18th, 2024 be approved as presented.

Carried.

4. Reports:

i. Principal's Report

Kavita Sharma shared the following updates

- Mental Health Support – Ms. Sharma will email some mental health information and supports that was shared through our safe school's department. These are good resources for families to have handy. It includes supports around mental health, outreach workers, substance abuse and also some outside resources with no wait list.
- Parking Lot Concerns – We have concerns around parking lot that it is poorly designed and one way, gets really crowded as the population continues to grow. For parents that have kids driving, this is just a reminder that it is one way and it will take time. So please be patient. If parents are picking up kids, please come around 3pm (school ends at 2:43pm), all the heavy traffic is cleared by then.

- Ms. Sharma mentioned that she will be writing a letter to the city to advocate for a cross walk and get the traffic assessed on the 24th Ave. Students are not looking both ways when crossing the road and it can get risky.
- Communication – Ms. Sharma shared an incident where a parent had some concerns and they posted on social media. There were a lot of questions, emails and calls around the post. The matter was solved but this is an ask and a request from the parent community that if there are any concerns, please contact the school / principal or the teachers first and communicate the concern so that it can be dealt with appropriately and in a timely manner. Social media can create unnecessary stress and panic.
- Assessments – Grade 10 assessments will be on Nov 1 and Grade 12 will be on Oct 29. All students will have an allocated assessment time and they are requested to come around their allocated times.

ii. Chair's Report

Following areas were discussed by the Chair.

- Elections for 2024-2025

The PAC has the following executive positions:

- Chair – Victoria Gootgarts, current chair, wants to step down to be a Co Chair due to personal time constraints.
- Co-Chair – currently vacant
- Treasurer - Mike Jiang (leaving next year). If any parent is interested, please email elginPAC@gmail.com
- Secretary – Richa Balachandran (continuing with the position)
- DPAC Rep - Sheri Hardcastle (continuing with the position)
- BCCPAC Rep – No rep at our school at the moment. If any parent is interested, please email elginPAC@gmail.com

- a. **Co-Chair Election** - The Chair called for the motion to vote for her to step down as a Chair and be elected as a Co-Chair.

The Chair called for votes. No one was against the motion.

MOTION: That Victoria Gootgarts be elected to the position of Co-Chair.

Carried.

- b. **Chair Election** - The Chair shared that Jenn Mathison had volunteered to be the Chair during the previous meeting.

The Chair called for other nominations from the floor.

No other nominations were received. No one was against the motion.

MOTION: That Jennifer Mathison be elected to the position of Chair.

Carried.

iii. Treasurer's Report

Mike Jiang shared the financial reports covering the period from Sept 1, 2024 – Oct 15, 2024 and answered questions from the committee. He shared that this school year's gaming grant of \$27,580 has been received earlier this month, bringing the total amount that can be allocated this year to \$43,154.

He shared that last year we were a bit short on funds, and the total amount of requests we received was just under \$43,000, and we approved about \$40,000. This year's funding situation is slightly better than last year's, we should be able to meet most of the funding requests provided the requests are similar to last year.

The bank balance and transaction spreadsheets are available to parents at any time, upon request. Please email elginPAC@gmail.com if you have any questions or wish to review the accounts.

- **PAC Funding Requests**

The Chair shared following funding requests made to PAC. Details were shared around each request along with the amount of funds requested.

PAC committee and parents present were asked to vote to pass this motion. Each request was passed as a separate motion.

1. Athletics - \$3500
2. Visual Arts Program and Open Studio Art Club - \$1400
3. Math Department - \$750
4. ELL Dept - \$750
5. Garden Club - \$820
6. BASES / LST- \$3000 (Rest to be covered by the Principal)
7. Social Studies - \$1100
8. POD Productions - \$2240
9. PHE - \$2400
10. Career Education - \$2500
11. HOPE - \$275
12. Home economics - \$2000
13. Christmas Dinner - \$2500
14. POD Productions - \$461
15. Dance Club - \$1200
16. Career Development - \$338

MOTION: That funds be allocated as requested / agreed by the PAC & Parents

Carried.

Details around all the above requests are available to parents at any time, upon request. Please email elginPAC@gmail.com if you have any questions or wish to review the details.

iv. BCCPAC Update

No update for this meeting.

v. DPAC Update

Sheri Hardcastle gave an update on the DPAC meeting she attended on Wednesday, Sept 25th, 2024. Some of the highlights of the meeting were:

Update from Superintendent Mark

Cell phone policy

- District has not received negative feedback on policy change

Bussing

- Many families without bussing in district due to financial constraints

Facilities / Capacity

- Growth is being seen more in secondary schools vs. primary schools as seen in the past.
- 1600 – 1700 student increase projected, less than past couple of years
- 6 out of 21 secondary schools have implemented as extended day. Expect more schools to move to extended days next year.
- Hybrid options will be brought to the School Board in November

DPAC Budget

- External website maintenance is being explored and costs associated, for Surrey DPAC website.

Open DPAC positions – Elections Vote

- Anne - President
- Shana - Director at Large
- Theresa - Director at Large (Zoom coordinator)
- Sheri - Director at Large (Chair Inclusion for Diverse Learners Committee)
- Gwynn - Director at large

*Constitutional amendments to be voted on at October meeting

DPAC General meetings are on the 4th Wednesday of most months, via Zoom.
Every parent is welcome.

5. Adjournment

The Chair adjourned the meeting at 8:21 p.m.

Next meeting: Nov 20th, 2024.

Questions or suggestions for future meetings? Contact: elginpac@gmail.com