

Elgin Park Secondary School



PAC Meeting Minutes

February 19, 2025

Attendance: Kavita Sharma (Principal), Victoria Gootgarts (Co-Chair), Jennifer Mathieson (Co-Chair), Mike Jiang (Treasurer), Sheri Hardcastle (DPAC Rep), Richa Balachandran (Secretary), a few parents in class and online. 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 7:01pm.

2. Approval of Agenda

MOTION: That the agenda be approved as presented.

The motion was carried by unanimous consent.

3. Approval of Minutes, Jan 22, 2025

MOTION: That the minutes of Jan 22, 2025 be approved as presented.

Carried.

4. Reports:

i. Principal's Report

Kavita Sharma shared the following sources of communication to the Elgin parents, students and Elgin community via various channels. At any time, the school principal, Vice principals and school staff are available to the parents if they have any questions or concerns. Ms. Sharma pointed out that the best way to reach them is via email.

- PAC Meetings – once a month. All parents / guardians are on PAC
- ORCA App - Most accessible form of communication
- Social Media – Instagram (No Facebook or Twitter)
- Emergency Communication – via emails, ORCA App
- School Website – Includes information such as staff emails, athletics link, bell schedule etc.
- Sign board outside the school
- Parent / Guardian Emails - Time sensitive items
- SWAY - Bi-monthly or so (sometimes more often as needed)

The principal also shared various resources available for students and parents and updates on device policy. Follow the link below for a more detailed presentation.

https://www.canva.com/design/DAGfZ9N0Gsc/PQlzdOqH0Ulv0j2Lg68zCw/edit?utm_content=DAGfZ9N0Gsc&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton

ii. Co-Chair's Report

Following areas were discussed by the Co-Chair.

- PAC Funding Requests from Dry Grad Committee

1. Requesting money to buy tickets for 12-14 students (@\$180 per ticket)
Details were shared around the request along with the total amount of funds requested.

PAC committee and parents present were asked to vote to pass this motion.

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

2. Requesting money to buy prizes for various activities such as raffles, tickets, casino wins etc.

Details were shared around the request along with the total amount of funds requested.

PAC committee and parents present were asked to vote to pass this motion.

MOTION: Request denied at the moment. Dry Grad Committee needs to provide more information regarding the allocation of funds.

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.

iii. Treasurer's Report

Financial update was provided by Co-Chair Victoria on behalf of Mike Jiang due to time constraint. Co-Chair shared the financial reports covering the period January 16 to February 19, 2025, and answered questions from the committee. Not many transactions occurred during this period.

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.

iv. BCCPAC Update

No update for this meeting.

v. DPAC Update

Sheri Hardcastle (DPAC rep) provided an update from the DPAC meeting held on January 22nd, 2025. Some of the highlights from the meeting:

- EDUCATION SESSION: Embracing Diversity, Equity and Inclusion in Your PAC

Building a PAC That Reflects DEI to strengthen committee efforts, build community, and enrich student experiences.

- CUPE 728 update: Tammy Murphy, President
Clerical, IESWs, CWs, Groundskeepers, Custodians, Trades People are all CUPE
- December focus on inclusive education impact
- SSWR Learning Centre closure and further advocacy
- [Education mandate letter](#) and [Infrastructure mandate letter](#) released to the Ministry
- Ombudsperson's [investigation into school exclusion](#)
- Investigating insurance coverage for PAC volunteers
- Changes to gaming requirements
 - BCeID is now required for Gaming Grants; Surrey DPAC has created a guide on how to apply
- BCCPAC AGM - LOCATION & DATE CHANGE to Prince George, May 23-25
- Surrey Schools AI presentations, recording available online:
 - First session (Sept. 24, 2024)
The Promise and Potential of Artificial Intelligence for Our Children
<https://vimeo.com/1013315837?share=copy>
 - Second session (Feb. 4, 2025)
Artificial Intelligence & Learning
<https://vimeo.com/1056066289/3b4fcf2c48?share=copy>
- District-wide PAC event hosted by DPAC: Saturday, Feb 8, 2025
Connect the Dots: Collaboration and Learning for Stronger PACs
Presentations from school district leaders:
 - Superintendent Mark Pearmain
 - STA President Lizanne Foster
 - Inclusive Education with Kate Colter
 - Student Support with Director of Instruction, Kathy Puharich
 - **SurreySchoolsOne** website <https://surreyschoolsone.ca/>
 - Resources for Teachers, Parents, and Students
 - Director of Indigenous Learning with Lyn Daniels

Presentations from DPAC: PAC 101, Treasurer 101, PAC Succession, PAC Executive Roles

<https://surreydpac.ca/wp-content/uploads/2025/02/Surrey-DPAC-Connect-the-Dots-PAC-roles-2025.pdf>

5. Adjournment

The Co-Chair adjourned the meeting at 8:20 p.m.

Next meeting: April 16th, 2025

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