

Elgin Park Secondary School



PAC Meeting Minutes

October 15, 2025

Attendance: Kavita Sharma (Principal), Jennifer Mathieson (Chair), Victoria Gootgarts (Co-Treasurer), Richa Balachandran (Secretary), Nina Hemmes (Co-Treasurer), Sheri Hardcastle (DPAC Rep), 6 parents in class and 8 online. Meeting was conducted in person, at school, and online via Zoom.

1. Call to Order 7:00

Jen Mathieson called the meeting to order at 7:00 pm.

2. Approval of Agenda

MOTION: That the agenda be approved as presented.

Carried.

3. Approval of Minutes, Sept 17, 2025

MOTION: That the minutes be approved as presented.

Carried.

4. Reports:

i. Principal's Report

Kavita Sharma shared the following updates:

- E scooters and E bikes
 - Met with Surrey Police to discuss guidelines along e scooters and e bikes
 - Look for an email / communication from the school and district around the official guidelines
- CSL Week (Communicating Student Learning Week)
 - Informal week where teachers meet directly with students to get updates on learning
 - Parent teachers meeting this week for quick check ins (22nd Oct). Please book time to meet with the teachers. Teachers usually do stay back to meet with as many parents as they can
 - Email teachers directly and connect with them for more updates or if you have any concerns as they have been doing assessments this whole week
 - There will be no marks or grades posted as its too early but you will be able to get a general feedback and idea on how your child is doing and if they need additional help in any area.

ii. Chair's Report

1. 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 in class were asked to vote to pass this motion. Each request was passed as a separate motion.

- I. Scholarships - \$5000 (PAC to support full amount)
- II. Athletics - \$3000 (PAC to support full amount)
- III. PHE - \$1200 (PAC to support full amount)
- IV. Bases - \$4300 (PAC to support \$2750. Rest to be covered by Ms. Sharma)
- V. LST - \$500 (PAC to support \$250)
- VI. Ms. Janzen - \$1000 (PAC to support \$350), White Hatter Presentation – School to cover
- VII. Career Ed - \$2500 (PAC to support \$1800)
- VIII. Christmas Dinner - PAC to support
- IX. Counselling - \$1460 (PAC to support \$500. Club, PAC and school will work towards donation items)
- X. ELL - \$2000 (PAC to support \$750)
- XI. Garden Club - \$700 (PAC to support full amount)
- XII. Home Ec. - \$4000 (PAC to support \$2000)
- XIII. HOPE - \$129.30 (PAC to support full amount)
- XIV. Ind. Learning - \$1000 (PAC to support \$600)
- XV. Instrumental Music - \$822.55 (PAC to support \$322.55)
- XVI. Math - \$750 (PAC to support full amount)
- XVII. Mini Four Wheel Drive Club - \$2000 – Request shelved for now. Need more information around the request
- XVIII. News Club - \$400 (PAC to support \$200)
- XIX. Science Club - \$3000 (PAC to support full amount)
- XX. Social Studies - \$2000 (PAC to support \$1100)
- XXI. Tech Club - \$1850 (PAC to support full amount)
- XXII. Book Club - \$250 (PAC to support full amount)
- XXIII. Visual Arts - \$1600 (PAC to support \$1400)

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.

2. Spirit Wear

EPS PAC is pleased to open the Elgin Park Spirit Wear store from Thursday, October 16th to Thursday, November 6th.

CLICK BELOW TO ACCESS THE ZEFFY STORE:

<https://www.zeffy.com/en-CA/ticketing/elgin-park-secondary-pacs-spirit-wear-s-hop>

Thank you for your support and your school spirit!

All profits made, go directly to PAC which goes directly to the School and Students !!

If you have any questions, please contact us at elginpac@gmail.com and follow us on IG @elginparkpac

iii. Treasurer's Report

Nina Hemmes shared the financial reports covering the period Sept 2025 and answered questions from the committee. Not many transactions occurred during this period.

- No outstanding checks
- 2 new bank accounts were opened to start e – transfers
- Gaming grant was received which is about \$28,500. This will be reflected in the month of Oct.
- We need to raise more funds for PAC to continue to support the students and school

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

Notes from Sheri Hardcastle (DPAC rep) from the DPAC meeting – Sept 24, 2025.

1. Education Session

a. Topic: "Begin with the End in Mind"

- Successful PACs when fundraising is not the primary focus.
- Establishing sub-committees for Grade 7 leaving events and Dry Grad to set them up for success.
- Succession planning in PACs

2. Media Advocacy: Surrey DPAC generated extensive media coverage on hybrid learning, portables, overcrowding, inclusive education, and the funding crisis. Members were encouraged to share family stories for future media opportunities.

- Media Speaking Contact List sign up:
<https://surreydpac.ca/interview>

3. Surrey DPAC 2025 Priorities:

- Inclusive education and family voice,
- Transparency in capital planning and overcrowding
- Building PAC/Surrey DPAC leadership capacity

4. DPAC/CUPE/STA Partnership:

- Area of priority:
- Inclusive ed and family voice

- Overcrowding & Accountability
- Capital planning and transparency

5. **Trustee update**

- Surrey ended 2024–25 with a \$33M surplus (surplus is a one time), largely due to one-time grants.

- \$21M ERP System

Reserved for replacing the district’s outdated finance and payroll system. After years of delays and planning, the multi-year project must now proceed.

- Structural things at schools, computers etc will take up the rest of that surplus.

Less than 1% will be left after all that for the “rainy day fund”

- Surplus funds will not be used to restore programs (e.g., Grade 7 band or IESWs) due to the risk of structural deficits.

6. **Inclusion Committee:** Committee launched a parent survey on supports students are receiving for Inclusive Education. Encourage all parents to take a moment and please fill out confidential survey to support advocacy efforts:

Inclusive Education Student Support Survey : <https://forms.gle/ftsKYLKus4du2Ej59>

7. **DPAC Rep Training:** Leading Locally, a 6-month leadership pathway for Surrey DPAC reps starting October 18, rooted in service leadership, inclusion, and capacity-building. 6 different modules - dpac role, service oriented leadership, communication, inclusion, strong PACs, advocacy.

8. **BCCPAC Membership Update**

Motion: (carried)

That Surrey DPAC end its membership in BCCPAC starting in the 2025–26 year.

Summary:

Surrey DPAC brought this motion forward after years of advocating for improved governance, transparency, and accountability within BCCPAC. Despite multiple member resolutions, key concerns remain:

- Governance & Accountability: Limited follow-through on member-directed actions.
- Member Voice: Resolutions and priorities of parents often unaddressed.
- Financial Transparency: Ongoing issues with documentation and reporting.
- Representation: Surrey families deserve a provincial parent body that is transparent, functional, and democratic.

Impact: Surrey PACs will no longer be represented at BCCPAC through DPAC but may join individually if desired. Surrey DPAC will continue strong district and provincial advocacy and seek partnerships with other DPACs that share our values of transparency, accountability, and inclusion.

9. Advocacy: Public Engagement at Board Meetings

Motion: (carried)

That Surrey DPAC formally request the Surrey Board of Education to improve meaningful public engagement at Board meetings.

Background:

Public input is currently limited to scheduled presentations and a brief, unrecorded Q&A. This lack of transparency and accessibility excludes many families due to work, caregiving, disability, or transportation barriers.

Rationale:

Enhancing engagement would strengthen transparency, trust, and inclusion for Surrey's 83,000+ students and their families.

Proposed Actions:

- Record & Publish Q&A: Livestream and archive the Q&A portion.
- Broaden Topics: Allow questions on general issues, not just agenda items.
- Written Submissions: Accept online questions with public responses.
- Accessibility: Provide captioning and accessible formats for recordings.

vi. Dry Grad Update

- No Update for this meeting

5. Adjournment

The Chair adjourned the meeting at 8:32 p.m.

Next meeting (AGM): Nov 19, 2025

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