

Elgin Park Secondary School



PAC Meeting Minutes

May 20, 2026

Attendance: Michael Sweeney (Principal), Jennifer Mathieson (Chair), Victoria Gootgarts (Treasurer), , Sheri Hardcastle (DPAC Rep) and 1 parent in class. 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, April 15, 2026

MOTION: That the minutes be approved as presented

Carried.

4. Reports:

i. Principal's Report

Mr. Sweeney shared the following updates:

- School Fees Update: SD36 has standardized fees across the district. These fees are for general Student Activity fees (This fee is charged to all students and is \$20 per student. Typical activities supported by these fees are: Student agenda/app, student council events, athletics, locks, and student events)
 - See addendum: Elgin Park Secondary School Fees 2026-2027.docx attached
 - Fee schedules previously released did not include everything that needed to be on there, we are moving to the uniform form to ensure everything we are asking parents to pay are outlined.
- Dropped Grad Ceremony Fee for next year to \$60 from \$85. More in line with the cost of the ceremony, cap & gown.
- In response to a question raised, will be preparing a "Welcome to Grade 12" outline with potential event dates and approximate costs that parents can expect.
- Grad Dinner/Dance on the 5th, Commencement on the 11th.
- Band and several sports teams have been successful with awards.
- If parents have any questions or have anything to talk about, please email the school / principal

ii. Chair's Report

Jen Mathieson shared the following updates:

- Dry Grad sold 115 tickets for the Barn event.
- 184 DG tickets sold. 305 in the Grad Class.
- Volunteer Opportunity - parents can contact Careers to participate in conducting Mock Interviews with the Grade 10 classes. Done once a semester; all questions are provided. You can stay for a block or two, or all day.
- Planet fitness offering free gym membership to all high school students for summer. Sign up on their website.
- Final AGM will be in June when the next year's PAC committee will be voted on. Parents are encouraged to volunteer.
- Chair will be nominating herself for Chair position for 2026/2027. Will be recusing herself from running the election portion of the election at the AGM. Mr Sweeney will facilitate that portion of the meeting.

iii. Treasurer's Report

Victoria Gootgarts shared the financial reports covering the period from April 15, 2026 to May 20, 2026, and answered questions from the parents and committee.

- Income and Expenditure Account (Cash Book) for the period ending May 20, 2026, for the **CIBC PAC Gaming Account**. Closing balance \$ 24,783.83 . Reconciled to the bank.
- Income and Expenditure Account (Cash Book) for period ending April 15, 2026, for **the CIBC PAC General Account**. Closing balance \$46,946.52 Reconciled to the bank.
- A total of \$8,850 **Scholarships/bursaries** approved in previous years have not been claimed yet. Students have 27 months to claim their Scholarships/bursaries.
- PAC funds available to be allocated for this school year - \$4,138.28
- We need to strongly encourage donations from the parent community for 2026/2027 year. Our minimum spend in our PAC General account is \$7500 (\$2500 for Community dinner and \$5000 for Scholarships). We only had just over \$2600 in parent donations this past year.
- PAC Fundraisers of Spirit Wear and potentially West Jet ticket donations will help offset the amount of donations required.

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. DPAC Update

Sheri Hardcastle (DPAC Rep) shared the following updates:

April, DPAC Meeting: Education Session: Gaming Grants

- **Gaming Grants and Licenses**
 - Changes to system and processes.

Next Education Session: Trustees Duties and Responsibilities

- Indigenous graduation rates are improving
- Ministry announced no changes to funding and expected enrollment decreases in the next year or two

- **Trustee Update**
 - Update Policy and Procedure manual

DPAC AGM next week.

5. Adjournment

The Chair adjourned the meeting at 7:57 p.m.

Next meeting: AGM June 17th, 2026

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