



PAC Meeting Minutes

Hjorth Road Elementary School

Location: Hjorth Road Music Room

Date: December 4, 2025

Time: 9:00am

Facilitators: Jackie, Acting Vice Principal & Jean, PAC

Number of Attendees: 7

1. Call to Order

- a. Meeting begins at: 9:01am
- b. Introductions

2. Approval of Agenda

- a. Eric
- b. Parsa

3. Approval of Last Minutes

- a. Parsa
- b. Alizon

4. Executive Reports

- a. School Principal & VP Report
 - i. Christmas concert to include all grades, December 17, 2025
 - ii. Volleyball season is completed
 - iii. Grade 6/7 Basketball needs a second coach or there will not be teams
 - iv. Early Dismissal on December 12, 2025 at 1:28pm
 - v. Christmas Movie Field Trip on December 18, 2025
 - 1. Grades 1-7 will walk over to the Guildford Theater at 8:45am
 - 2. Movie is Arthur Christmas
 - 3. \$15 Movie & Snack Package
- b. Financial Report
 - i. General Account: \$7,063.40
 - ii. Gaming Account: \$7,394.08

5. Old Business

- a. Current Fundraisers;
 - i. Purdy's Chocolates - December 1 Outcome
 - 1. The Goal was \$500
 - 2. Total sold was \$393.50
 - 3. Profit Total \$61.98
 - ii. First Hot Lunch - November 28 Outcome
 - 1. 113 Students ordered lunch
 - 2. \$263.75 Profit
- b. PAC Bulletin Board Location - Needs to be put up - Work Order
 - i. Board is up as of Friday, December 5, 2025
- c. Winter Market December 2025 - *Alizon*
 - i. Tables from other schools - arrived Thursday morning



PAC Meeting Minutes

Hjorth Road Elementary School

Location: Hjorth Road Music Room

Date: December 4, 2025

Time: 9:00am

Facilitators: Jackie, Acting Vice Principal & Jean, PAC

Number of Attendees: 7

- ii. Volunteers
 - 1. RBC unable to participate - not enough notice, minimum 4 weeks
 - 2. New Form for Volunteer Parents is posted on PAC board
 - a. Translator asked if we could send out forms for volunteers, we explained the restrictions on paper & sending home notices
 - b. Translator asked about sending e-mails out, they are sent via school front office admin
 - c. The May Carnival was brought up & how we need volunteers for that as well
- iii. Concession - set up & operation
- d. Spring Market April 18, 2026 (yes or no) - *Alizon*
 - i. Tentative yes
 - ii. Debating changing time until only 2:00pm
 - iii. RBC needs 4 weeks notice, before Spring Break in March

6. New Business

- a. Future Hot Lunch
 - i. Fab Burger offering Wraps, Chicken Strips, & Veggie Burgers, all with Fries
 - ii. Parents mentioned the kids like pizza
 - iii. PAC offered maybe at Sports Day, but the Grade 7's are doing Pizza fundraisers this year
 - iv. Parents asked why we don't do McDonald's, PAC is trying to go with less processed foods, more real foods, & Halal options
 - v. Popeyes was suggested for a future option
- b. Fundraising for 2026
 - i. Riverdale PAC wants to collaborate with our PAC for the StaySafe Program
 - ii. First Aid & Babysitter Course & charging an additional amount to supply lunch for the students attending
 - iii. Morning Coffee Stand outside the front of the school
 - iv. Casino Night
 - v. Spring Potted Plant Sale
 - vi. Winter Hot Chocolate Sales
 - vii. After School Popcorn Sales
- c. Pancake Breakfast 2026
 - i. February 13, 2016 if we have the volunteers
 - ii. RBC needs forms by January 5, 2026 to be a possibility
- d. Pop-up Concession before the Break
- e. December 12, 2025 at early Dismissal



PAC Meeting Minutes

Hjorth Road Elementary School

Location: Hjorth Road Music Room

Date: December 4, 2025

Time: 9:00am

Facilitators: Jackie, Acting Vice Principal & Jean, PAC

Number of Attendees: 7

7. Open Discussion

- a. There were no additional questions or concerns

8. Meeting Adjourned

- a. Meeting Ends at: 10:03am