



# 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



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- 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



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## 7. Open Discussion

- a. There were no additional questions or concerns

## 8. Meeting Adjourned

- a. Meeting Ends at: 10:03am