



# Chimney Hill Elementary - PAC

(Parent Advisory Council)

14755 74 Avenue, Surrey, BC, V3S 8Y8 E-mail: chimneyhillpac@gmail.com

## **PAC Meeting Minutes** (Draft Pending Approval) Thursday, September 23, 2021: 7:00pm – 8:29pm Zoom

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### Executive in Attendance:

Kiran Bhandal — Secretary  
Suzy Fong – DPAC  
Preet Bhullar – Community Development  
Anju Seikham – Fundraising Coordinator  
Ruby Manhas — Social Events

### Parent Attendance:

Kanwaljit  
Kiran Bains

### Staff Attendance:

Ms. Reiter  
Ms. Watson  
Mr. Mohammed

Minutes recorded by Kiran Bhandal

- **Motion to begin meeting at 7:03pm by Suzy. Seconded by Preet**
- **Introductions**
- **Motion to approve the minutes from May 19, 2021 by Preet. Seconded by Anju.**
- **PAC Executives**
  - Chair - Vacant
  - Vice Chair - Vacant
  - Treasurer - Vacant
  - Secretary – Kiran Bhandal
  - DPAC – Suzy Fong
  - Community Development – Preet Bhullar
  - Social Events Coordinator – Ruby Manhas
  - Fundraising Coordinator – Anju Seikham
  - Hot Lunch Coordinator – Vacant
    - **Kiran Bains voted in by acclamation**
    - **Ms. Reiter to advise if school cash online can be used for hot lunch**
  - Yearbook Committee
    - Not an official position before, but we are looking to put together a committee to coordinate yearbooks for this school year
    - **Ms. Reiter to look into whether cheque for yearbook company is still in the school office or was picked up/mailed out last June as the company has not received the cheque.**



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- **Treasurer's Report and Budget**

- **Operating Account:**

- July 31, 2021 Statement Balance \$10,361.40

- **Gaming Account:**

- July 31, 2021 Statement Balance: \$17,201.81

- Gaming grant for 2021-2022 still to be received
- Yearbook cheque (\$8500.00) has not been debited yet

- **Updates:**

- \$36,200.00 went directly back to our school and students in the 2020-2021 school year

Classrooms	\$8700.00	Books	\$6400.00
Yearbooks	\$8500.00	PAC Inspiration Award	\$400.00
Playground/Equipment	\$4700.00	3D Printer	\$2350.00
Student Council	\$1100.00	Grade 7 Grad	\$3000.00
Diwali Diva/Holiday Ornaments	\$1050.00		

- Anju & Suzy nominate Preet to be added as a banking signatory
  - Approved by acclamation
- Gaming cheques to be ordered from Prospera Credit Union
- Cheque for yearbook company (Herff Jones) to be located/reconciled
- Information needed from Admin to plan budget for this school year– balance of classroom fund/principal fund & number of divisions, students, support staff
  - **Ms. Reiter to provide this information for October budget meeting**
- Gaming Grant rules adjustments/changes
  - BCCPAC membership fee can be paid from Gaming
  - Library books can no longer be purchased from gaming funds
- Approved budget items from last year
  - Body science presentation for intermediates - \$325.00
  - Lunch/Recess Equipment - \$3000.00
  - Grade 7 Grad Credit – TBC
- Budget items for approval
  - BCCPAC Membership \$75.00 & Inspiration Award \$400.00
    - **Motion to approve – Suzy. Seconded by Kiran Bains**
    - **Approved by Acclamation**



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- White Hatter Internet Security Presentation
  - \$1350.00 – Live Virtual Presentations (4/5, 6/7, Parents)
  - \$250.00 – Access to pre-recorded presentation followed by live Q&A
  - Discussion surrounding need for internet safety discussions especially with more kids online because of covid
  - Parent engagement in the past has been low but perhaps with the virtual presentation this year, we might be able to have more parents attend.
  - **Motion to approve live virtual presentation for \$1350.00 by Anju. Seconded by Suzy**
    - **Approved by acclamation**
  
- Open invitation for staff/parents for funding proposals
  - Mr. Mohammed requests funding for
    - Student Council \$900.00
    - Fit Kids shirts/equipment \$1500.00
    - Grade 7 grad \$600.00
    - **Motion to approve funding request by Preet. Seconded by Anju**
      - **Approved by acclamation**
    - Grade 7 fundraising this year again will be dependent on Covid 19 guidelines at the time.
  - Ms. Reiter will speak with staff regarding tech upgrades and bring proposal to Oct PAC meeting
    - Surrey School District has a policy where they will take 2 old tech pieces and replace with 1 new one and because Chimney Hill has been making use of this offer, tech supplies have been dwindling over the years.
  - Question regarding interschool sports teams and games.
    - Under current Covid guidelines, interschool games and spectators are now allowed with limited numbers, with requirement to wear masks and provide attendee information for contact tracing.
  
- **Principal's Report – Ms. Reiter**
  - September has been a busy month with getting students into classes. Quite a bit of reorganization was required and the school has decreased from 28 divisions to 26 divisions this school year
    - The number of students has decreased by 65 from last year
  - The school has been facilitating smaller group assemblies (students split into 3 groups). There have been 3 assemblies so far, and this format will continue for the time being
  - School life is somewhat getting back to normal with safety precautions. There is an emphasis on handwashing and wearing masks from grades 4-7 and a recommendation to wear masks for grades kg-3.
  - Students are no longer in cohorts and are allowed to play in different communal areas. Students are still asked to spread out in the play areas but have freedom within the play areas



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- Spirit Days and Lunch Monitors to kick off soon
- Hot Lunches can resume this year, and school is hopeful to get the orders online
- Parking Lot – Staff Committee
  - Ms. Reiter will continue working on the parking lot safety concerns with a staff committee. The parking lot safety does take a lot of work and organization including constant reminding.
- **Vice Principal's Report – Ms. Watson**
  - The school year is off to a busy and exciting start. Kids are socializing in another new normal way and the small assemblies are a reminder about how connection is at the heart of learning and how important school really is. Kids are laughing, playing and as a byproduct, learning
  - The focus has been on having the kids come together in safe, playful ways.
  - School garden
    - The school will be applying for a grant and students will be involved for a school garden project
    - More details to follow.
  - Admin will be booking the presentation with Saleema Noon for this school year's health curriculum
- **Committee Reports:**
  - **Hot lunch**
    - Kiran Bains will be looking into options for online ordering and getting things organized for this school year.
      - Planning on having first hot lunch/pizza day in October
    - Hot lunches will need to be individually packaged for each student from a restaurant
    - Ms. Reiter confirms that parents are allowed inside the school this year but with caution and limited numbers.
      - Hot lunch volunteers will need to wear masks and sign in at the office with a contact number
      - Volunteers allowed as long as sufficient physical space can be provided for everybody
      - Other parent visitors are recommended to book meetings in advance for their visit to the school.
  - **Fundraising**
    - Grocery gift cards have been done in the past and might be a good option again this year for fundraising.
    - Anju will look into online fundraising options to limit physical cash being handled.
    - Ms. Reiter and Ms. Watson will look into admin role that can increase parent engagement for online payments.



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## Social Events

- No events have been planned so far.
- Current Covid health and safety protocols will need to be followed before an event is planned.

## Community Engagement

- Preet will be making arrangements for the White Hatter internet safety presentation

## DPAC

- DPAC updates are on Twitter and Facebook. They will include content on covid numbers rising and relevant information for parents. (Twitter @surreydpac, FB @Surrey District Parent Advisory Council)

## • **Other Business:**

- PAC meetings – third Thursday of the month
  - Discussion surrounding alternating meeting times between an evening meeting one month and a morning/afternoon meeting the next month as this may help increase parent attendance at meetings.
  - PAC Exec will confirm the time for October 21 meeting
  - Question for admin if PAC meetings can be moved face to face in school or continue meetings via zoom.
    - Admin confirms face to face meetings can be facilitated at the school
    - PAC Executive to discuss and advise location of October meeting.

- **Motion to close the meeting at 8:29pm by Suzy. Seconded by Preet.**

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**Next Meeting: October 21, 2021**

