

Prince Charles Elementary PAC Annual General Meeting

Library Learning Commons

June 11, 2024

IN ATTENDANCE:

Shannon Rose (Chair), Duane Penner (Principal), Ashley Camp (Vice Chair), Michelle Bastien (Treasurer), Catherine Parekh (Secretary), Brittany Geddert, Rosie Sandhu.

QUORUM:

Quorum has been met with minimum of five voting members (three executives and two others, other than the executives).

A. CALL TO ORDER

Shannon Rose, Chair, called the meeting to order at 8:27 pm.

B. LAND ACKNOWLEDGEMENT

Abbotsford School District is located on the traditional and unceded territory of the Semá:th First Nation and Mathxwí First Nation. With this, we respect the longstanding relationships that Indigenous Nations have to this land, as they are the original caretakers.

C. ACCEPTANCE OF PREVIOUS AGM MEETING MINUTES

The minutes from the June 2023 AGM, which were approved at the September 2023 general PAC meeting, were accepted.

D. PRESENTATION OF ANNUAL REPORTS

- a. **Chair report** - See attached report
- b. **Treasurer report** - Will report in September 2024
- c. **DPAC report** - See attached report. No PC DPAC rep this year.

- d. **Fundraising report** - No formal report submitted as fundraising is not complete
Please see financial statements for details of profits for specific fundraisers.
- e. **Hot lunch report** - See attached report
- f. **Grade 5 committee report** - See attached report
- g. **Playground committee report** - See attached report
- h. **Family Fun Night committee report** - No report submitted
- i. **Nomination Committee Report** - No nominations received. No report submitted

E. ELECTIONS

a. Election of executive

No nominations were received prior to the start of the meeting and nominations will now be taken from the floor.

- **Chair**

Shannon made a call for nominations from the floor three times. No nominations were submitted and nominations were declared closed. The position of chair is vacant.

- **Vice Chair**

Shannon made a call for nominations from the floor three times. No nominations were submitted and nominations were declared closed. The position of vice chair is vacant.

At this point, elections were suspended and a discussion was had regarding the future of the PAC. There was a lengthy discussion and at the conclusion, it was decided that elections would be suspended until the September general meeting. At the September general meeting it will be determined if an extraordinary meeting is required to hold another election. Current executive and committee members are being stretched too thin and are hoping other PAC members will be interested in taking on some of these roles for the 2024/25 school year.

Executive team will remain in their positions until the next general meeting.
Shannon appointed the following committee chairs:

Hot Lunch Coordinator – Jenn deVries
Playground Committee – Brittany Geddert
Grade 5 Committee – Michelle Bastien

The following positions will remain vacant:

Executive:

- Secretary - vacant
- Treasurer - vacant

Non-executive:

- Members at large (4) - vacant
- DPAC representative - vacant
- Fundraising coordinator - vacant
- Book fair coordinator - vacant
- Fruit and veggie program coordinator - vacant
- Family Fun Night Coordinator - vacant

Please see Facebook for description of the roles - new faces are welcome and encouraged to help fill the gaps.

There is a possibility of removing the Artisan Market from the Fundraising Committee and creating a new committee specifically for the Market, as this takes a lot of time and organizing.

F. BANK SIGNING AUTHORITY

Current bank signing authority is Shannon Rose, Michelle Bastien, Jen Pratap and Sarah Ferraro. Sarah will no longer be a PAC member next year and will be removed from signing authority.

Signing authority will be revisited at the September general meeting.

G. ADJOURNMENT

Shannon Rose adjourned the meeting at 9:12pm

Prince Charles Elementary

Parental Advisory Council

Chair Report - Annual General Meeting

June 11, 2024



This school year was lots of fun and filled with lots of fundraisers, activities and a new addition to our top field playground.

We were able to run a number of fundraisers during the year to support our school initiative, and these will be outlined in the Fundraising Report.

We held three Scholastic book fairs during the year. Our fall book fair saw \$115 rewarded to each division to purchase books for the classroom. The spring bookfair raised \$1,777 in rewards to be purchased for the LLC. The BOGO book fair that is held every year at Family Fun Night did not hit the required sales amount to earn rewards. Our BOGO book fair is not used as a fundraiser, however it is used to make sure our students have plenty of books to read over the summer. A huge thank you to Michelle Bastien for chairing the Book Fair Committee. All your hard work every year does not go unnoticed. Also, a huge thank you to all of our parents that volunteer countless hours to ensure the book fair runs smoothly.

Once again, we supported our classrooms by providing a \$100 budget so staff could purchase consumable supplies. The recipients of the \$100 were each division, ELL, LLS, SEL and gym. We also supported our student's learning by purchasing 10 classroom licenses for RAZ kids. By purchasing RAZ kids, our children are able to take what they are reading in the classroom home with them at the end of the day. The PAC also received a request to fund a three-session workshop with Fine Arts Young Actors. All divisions were able to participate in this workshop over the course of two weeks. All requests were granted.

We supported field trips again this year by allocating \$10 per student from our BC Gaming grant to cover the cost of transportation.

In addition to the funds that the Grade 5 Committee has fundraised, the PAC donated \$1,000 towards the purchase of their hoodies and year books. This is a tradition that has continued on for many years.

The PAC thanked our staff this year by hosting two staff appreciation luncheons. We held a Christmas luncheon in December and a year end luncheon at the beginning of June. A huge thank you to Ashley Camp, Rosie Sandhu, Brittney Geddert and Michelle Bastien for helping me put everything together to host the luncheons.

The PAC has continued to support our families helping the school run a drive thru drop-off and pick-up every day. This service would not be possible without the combined volunteer time of 358 hours by our amazing Highlighter team. Unfortunately, in February of this year our parking lot drive thru drop-off was shut down and no longer continues. A million thank yous to Michelle Bastien, Cheryle Dahirot, Ashley Camp, Amy Condie, Andrew Geddert and Bryanna Duclos for the countless hours they have spent out in the rain, cold and snow to keep our children safe.

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Chair Report - Annual General Meeting

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And on a sad note, we are saying goodbye to Mrs. Hemmerich and Mrs. Salter. We wish them all the best and hope they enjoy retirement!

I would like to thank the executive team and coordinators for all of your efforts this year. It has been my pleasure to work with all of you as we work towards our goal of supporting the school and our children's education.

Respectfully submitted,

Shannon Rose

Shannon Rose
PC PAC Chair

Prince Charles Elementary

Parental Advisory Council

DPAC Report - Annual General Meeting

June 11, 2024



General meetings were held virtually this year, with the exception of the first meeting and the AGM, which were both held in-person. At each monthly meeting, we were joined by someone from senior management at the District, as well as someone from the Board of Trustees. Each guest from the District provided a presentation as follows:

September	Superintendent Sean Nosek and Trustee Stan Petersen Topic: Overview of the 2023/24 school year
October	Assistant Superintendent Carla Danielsson and Trustee Korky Neufeld Topic: Social Emotional Learning (SEL) in schools
November	Deputy Superintendent Nathan Ngieng and Trustee Rupi Kanda-Rajwan Topic: Middle schools update
January	Michelle Gehring, Acting Director of Instruction and Learning Support Services and Trustee Jared White Topic: School-Based Learning Support Services
February	Assistant Superintendent Bruce Cunnings and Trustee Shirley Wilson Topic: Update from the Curriculum Department
April	Secretary Treasurer Ray Velestuk Topic: 2024/25 Budget Presentation and Long-Range Facilities Plan

DPAC partnered with the Abbotsford School District to hold our first full year Parent Night series. Our presentations were as follows:

August	Superintendent Sean Nosek Topic: Back to School with the New Superintendent
October	Allison Gardner, Principal of Indigenous Education Topic: The Welcome Project
November	Nicci Allen, Fraser Health Healthy Schools Nurse and Lindsey Butterworth Topic: Youth Substance Abuse
February	Shelley Moore Topic: The Evolution of Inclusion
April	Donna Wright, Acting Director of Instruction and Debbie Born, Tech Helping Teacher Topic: Empowering Literacy
May	Deborah Cameron and Gabriel Canal, Abby Schools Mental Health Clinicians Topic: Understanding Youth Mental Health
May	Nicci Allen, Fraser Health Healthy Schools Nurse and Abigail Kaptin'ei, PACES Community Health Nurse Topic: Understanding and Mitigating Adverse Childhood Experiences (ACEs)

A full line-up of a minimum of 8 presentations is slated from the 2024/25 school year so stay tuned for more information.

BCCPAC's Conference and AGM was attended by Shannon Rose and Michelle Bastien and was held May 3 to 5, 2024. DPAC was able to obtain proxies from 40 of the 46 schools in Abbotsford (100% of all member schools) and Shannon and Michelle were able to vote on their behalf. Abbotsford had a strong voice at the election, which was amazing.

I am pleased to announce your DPAC executive for the upcoming 2024/25 school year.

Chair – Shannon Rose (Prince Charles Elementary)
Vice Chair – Michelle Bastien (Fraser Middle)
Secretary – Winsome Rauch (Abby Senior)
Treasurer – Tracey Lamoureux (Bateman Secondary)

Special Education Representative – Heidi Vinois (ASIA Sumas)
Inclusion Committee – Vacant
Indigenous Representative - Vacant
Director – Kara Dickson (Irene Kelleher Toti:Itawtxw)
Director – Amy MacKenzie (Thomas Swift Elementary)

Respectfully submitted,

Shannon Rose

Shannon Rose
Prince Charles Elementary Chair

Prince Charles Elementary
Parental Advisory Council
Hot Lunch Report - Annual General Meeting
June 11, 2024



We had a full hot lunch schedule this year!! We added a few new vendors to our list and we hope to add a few more in the upcoming school year. Our lunch dates and profits for the 2023/24 school year were as follows:

Pizza Day	J's Pizza	November 1, 2023	\$410.80
Sub Day	Subway	November 30, 2023	\$408.98
Red Robin Day	Red Robin	December 15, 2023	\$466.50
Boston Pizza Day	Boston Pizza	January 26, 2024	\$630.26
Taco Day	Taco del Mar	February 23, 2024	\$484.30
Wok Box	Wok Box	March 15, 2024	\$250.00
Boston Pizza Day	Boston Pizza	April 25, 2024	\$744.86
Red Robin Day	Red Robin	May 24, 2024	\$480.50
Hot Dog Day	PC PAC	June 14, 2024	\$574.59

Our net profit from our hot lunch program was \$3,460.45, after factoring in our credit card fees of \$728.14, transaction fees of \$255.60, stripe transfer fees of \$6.60 and our MunchaLunch subscription fee of \$336.00.

We held 6 popcorn days throughout the school year that combined for a net profit of \$1,509.30

Respectfully submitted,

Shannon Rose

Shannon Rose
Hot Lunch Coordinator

Prince Charles Elementary
Parental Advisory Council
Grade 5 Committee Report - Annual General Meeting
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Thank you to all the families who participated in our fundraising efforts this year. June is a fun month for our Grade 5 students heading off to middle school! In summary, here are the profits earned for each fundraiser we ran this year:

SinAmen: \$ 280.00

Concession:

March 15:	\$ 518.75
April 19:	243.95
May 3:	645.35
May 17:	359.45
May 30:	360.65
Total:	\$2,128.15
Expenses	\$1,003.43
Profit	\$1,124.72

Bottle Drive: \$ 60.47

The total earned for the Grade 5 fundraising is \$1,465.19.

We will be spending the money on grade 5 yearbooks, remaining amount on grad hoodie invoice, a trip to the waterslides, bussing for the waterslides and an ice cream treat on the last day of school.

Thank you to our committee members who worked hard behind the scenes making this all happen. A special thank you to Joni Witmer who managed our concession stand purchasing and operating.

Respectfully submitted,

Jen Pratap

Jen Pratap
Grade 5 Committee Chair

Prince Charles Elementary
Parental Advisory Council
Playground Committee Report - Annual General Meeting
June 11, 2024



Our playground planning has continued this year. We ended the prior year in the fundraising stage of Stage One and the planning/quote stage for Stages Two and Three.

Stage One, which is our sports court, was completed in March 2024. The students have been using it daily for hockey, although the court also doubles as a basketball court.

Over the course of the summer, we received the remaining quotes that we requested in June 2023. The committee went over all the quotes and selected the winning bid from SwingTime Parks and Playgrounds. The winning bid was based on lowest cost, as well as a great company that the District has worked quite closely with in the past.

SwingTime provided us with quotes and plans for three different layouts. All three plans have since been approved by Facilities and we are currently fundraising for Stage Two. We are looking forward to the 2024/25 school year to continue with our fundraising efforts.

Respectfully submitted,

Shannon Rose

Shannon Rose
Playground Committee Chair