



PARENT ADVISORY COUNCIL

HAMILTON ELEMENTARY SCHOOL

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 Hamilton Elementary PAC (Parent Advisory Council)

PAC Meeting Minutes for April 17, 2024 (virtual)

In attendance: Mark McCallum (Principal), Lorita Tang-Withers (PAC Chair), Melissa Fong (Vice-Chair), Lara Truong (Secretary), Juliana Yim (Treasurer), Jessica Hubele (RPDA Representative), Joyce Lim

We would like to acknowledge and thank the First People of the (Hun-ki-meen-um) language group on whose traditional and unceded territories where we live and meet tonight.

CALL TO ORDER:

- Motion to approve previous meeting minutes from March 6, 2024 – Jessica & Melissa

SCHOOL REPORT: [Mark McCallum]

- Update on School Activities & Happenings
 - Staffing – Requested 17 divisions for next school year; hope to get confirmation at beginning of June so teachers can start classroom placement process before the end of this school year.
 - Mr. Pauer and Ms. Baatz retiring – Two postings will go out as a result.
 - Position of full-time resource helping teacher (divided by Ms. Malin, Ms. Johnson & Mrs. Herold: temp positions) was a late allocation. Not sure what this position will look like next year.
 - Dance program – very impressed. Both instructors have been great. Kids really engaged. Second performance longer than first. Musical theatre this week.
 - Spoke with Sam Le Riche re: gr 7 farewell and parent group. Meeting on Thurs, May 2 – notice to go out to parents tomorrow to invite them. If online, parents can listen in; try for 7pm. More student involvement this year
 - Continuing with Social Emotional Learning Workshops with gr 7s. Got off to a good start.
 - On Apr 30 – Cyber Safe presentation for gr 6 & 7 students – how to avoid predators and be safe online.
 - Monday – will begin track attack practices. Mr. Kenler putting out equipment. Gr 4-7 students to practice in afternoons
 - Apr 25 to May 3 – Bike Up coming in to teach how to bike safely (Apr 25, 25 30, May 1&3)
 - May 16 – Walk-a-Thon.
 - Hawkswear – open pop-up shop to close May 1 so we can get clothing back in time for track meet on May 27.
 - T-shirts, pull-overs, zip ups, caps. Feedback on other items? Water bottles, bucket hats.
 - Traffic Safety meeting last night – invited city person to talk about traffic, upgrades around the school and community, including Smith Drive and Gilley intersection. Residents encouraged to write letters demanding improvements to ensure safety.

TREASURER'S REPORT: [Juliana Yim]

- Update on Gaming and Operating Accounts
 - Gaming:** Dance – \$4800 contributed by PAC.



FUNDRAISING ACTIVITIES: [Jessica Hubele, Lorita Tang-Withers, Melissa Fong, Lara Truong]

• **Fun Lunch Fridays update** [Lorita Tang-Withers]

- Over 230 orders over 10 lunches before Apr 5th first deadline! Many ordering ahead to cut down on transaction fees and to avoid forgetting to place orders.
- 163 pasta lunches last Friday, 176 Subway lunches for this Friday
- Volunteers set up for next 5 lunches; posted on board at school and reminders given to students on Wed/Thurs that their shifts are up. All are excited to help.
- New lunch coordinators are doing well and enjoying leading the students.
- Surpassed \$10,000 target of profits!
- May 17 deadline for bundle 2
- Ongoing issues – 1. Students asking for free food 2. Teachers not returning leftover food to us.
 - o Volunteers feeling uncomfortable when staff asking for lunch for student or for themselves.
 - o Students should be going to office if they don't have a lunch.
 - o Mark to remind students and staff; will be there in person on Fridays to oversee.

• **Future Fundraisers** [Lorita Tang-Wither, Melissa Fong, Jessica Hubele, Lara Truong]

- **Popcorn/Ringpops** - 294 popcorn, 268 ringpops sold during the last sale. Another sale on May 10.
- **Neufeld Farms** – April 19 to May 6. Pick up May 15 at 5:30pm in front of community centre.
- **Freezies** – Since freezies are provided by school on Sports Day, PAC will arrange a Krispy Kreme fundraiser
- **Walkathon – May 16**
 - o We will have the draw for prizes in June. When? Possibly split farewell assembly into two parts (goodbye to staff; next day slide show with the draw); May 15 pledge forms collected, May 16 walk.
 - o Students who reach a certain threshold will also get a chance to go into a pool for larger prizes.
- **Sports Day – June 7**
 - o Received 5 lunch bags from Adidas to give away as draw prizes

• **Donations update:** [Lara Truong]

- More donation requests given out; many follow ups to businesses already contacted.

COMMUNICATIONS: [Jessica Hubele]

• **Social media guidelines /bylaws addendum**

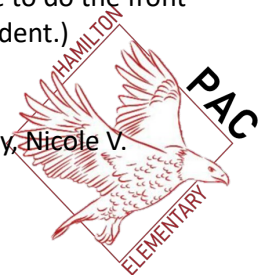
- Will be added to the bylaws; open to feedback (none.) Made a motion to vote it through. Melissa, Juliana approved. Addendum will be included in meeting minutes as an attachment.
- We will be conducting first Facebook cleanup in May / June and will post notice.

RDPA (Richmond District Parents Association): [Jessica Hubele]

- No district committee update (SOGI, Calendar, DEI) since no one has been representing them. RDPA will look to start them up again in October with new committee members at that time.
- Traffic Committee lead by ICBC rep; School Speed Awareness initiative in May. Submitted Hamilton's name to participate.
- If school wants to request a traffic enforcement officer, discuss with school admin and notify RDPA.
- AGM in person May 7. Every school PAC gets 1 vote by designated member. Jessica will vote.
- They are looking for RDPA executive team – every position is open, no returning members in the fall. Jessica has nomination forms if any parents are interested; due Apr 30.
- June appreciation dinner hosted by RDPA as a thank you to PACs, at McNair. Will only happen if a group of volunteers put it together; wait and see.
- RDPA website: Rob Laing (Director of Tech) has agreed to infrastructure if they find someone else to do the front end. They have no one to create/manage the content. (Rob Laing is now an associate superintendent.)

HCA/OSC: [Jessica Hubele]

- HCA monthly meetings – if any items for follow up, then Lara to communicate with HCA Secretary, Nicole V.



Jessica will continue to attend monthly OSC meetings.

- Discussions continue on how to best include OSC kids when PAC runs afterschool treat sales.
- Grad committee cheque - \$500 from HCA (ready to pickup.)
- Preschool parents may be contributing to additional traffic but not getting our newsletters. Wording has been provided for OSC/preschool and program leaders will remind parents more frequently at drop off/pick up.
- They will have a look around preschool and OSC program rooms for any Hamilton Elementary library books (per Ms. Malin's Spring Clean-Up).

PAC FUNDED ITEMS & ACTIVITIES

- Fieldtrips
- As long as field trip is in BC you can use gaming account for it; last year- no amount allocated to field trips, so we are maxed out on our budget; Juliana will finalize the financial statement and let us know.

NEXT PAC MEETING: Wed May 15, 2024 @ 6:30pm, online; AGM: Wed June 12 @ 6:30pm in person

