



# PARENT ADVISORY COUNCIL

## HAMILTON ELEMENTARY SCHOOL

🌐 <https://hamilton.sd38.bc.ca/parents/pac> | 📩 [hamiltonSD38PAC@gmail.com](mailto:hamiltonSD38PAC@gmail.com)

Facebook Hamilton Elementary PAC (Parent Advisory Council)

### PAC Meeting Minutes for Jan 13, 2026 – in person

**In attendance:** Trevor Shuto (Principal), Karen Burroughs-Chan (Vice-Principal), Simona Zoccolan (Chair), Lara Truong (Secretary), Ada Leung (Co-Treasurer), Lydia Liew, Joanne Phung, Donabelle Goyengko, Caroline Verdi, Yumi Yamada, Vivian Hui, Jennifer Mak, Danielle Warwick, May Alvarez

*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.*

#### 1. CALL TO ORDER [Simona Zoccolan]

- Motion to approve previous meeting minutes from Nov 18, 2025 – Joanne and Lydia

#### 2. SCHOOL REPORT: [Mr. Shuto & Ms. Burroughs-Chan]

##### Update on School Activities –

- Illuma Dance starts next week. The show will be videotaped and shared. Thanks, PAC, for supporting this!
- The winter concert was a success! Admin are looking at how to improve it next year so more are seated and comfortable.
- Question: is there a spring concert? A band concert, which brings in fewer spectators
- District is piloting project (using Feeding Futures funding) for 1 day per month lunches for students at no cost (using munalunch). A few elementary and high schools have already piloted this; admin is waiting to hear feedback; hoping to start in February.
- Admin received feedback (two emails) re: new lunch vendor, McDonald's, not conducive to healthy eating habits. PAC reminds parents fries are not an option; McDonald's has grossed the largest amount behind pizza fun lunch!
- Basketball season started, games next week, tournament at the end of March
- Pink shirt day – Wed Feb 25<sup>th</sup>. Conferences on the same day! Book fair will be same week --- Feb 23<sup>rd</sup> to 27<sup>th</sup>.
- 1 spirit day per month; to start with the Olympics (wear red/white). Accessible for all – wear a color, pin on shirt, etc. Participation is encouraged and valued.
- Mac book lease is in! Admin to figure out school funds; waiting for final invoice and delivery date. It should be in Feb.
- Ministry of Education Student Learning Survey - gives feedback to district, anonymous: provides students freedom to say what they want about the school. It's about community, school, etc. Will be sent soon to parents, staff, students in grades 4 and 7
- Tons of energy among students and plenty of stories to tell since the return after the winter break!

#### 3. TREASURER'S REPORT: [Juliana Yim & Ada Leung]

##### Update on Gaming and Operating Accounts

###### Gaming:

- 50/50: earned \$2,130 minus fees = \$1,065 which went to winner, Mary Santos! Cheque ready. Can we announce it on the site? Ada to check

- Nov 28 Dance: \$1,222; balance in gaming as of today: \$14,000

###### Operating:

- o Term 1 fun lunch – revenue \$7,600
- o Other fundraising: Your Green Kitchen (YGD) - \$78; Neufeld Farms: \$765; Kuna Photography – 19 sessions x \$40 = ~\$700. Yumi to follow up

- Expenditures: Staff Appreciation Oct 23 - \$99.83, plus Facebook Challenge \$20 gift certificate
- Balance \$60,600
- All in favor to add \$50 to replenish Staff Appreciation amount
- Admin feedback on Staff Appreciation Day – thank you! Too much food; do on a Wednesday instead so staff can enjoy the next day as well

#### 4. FUNDRAISING ACTIVITIES: [Lydia Liew, Joanne Phung, & Yumi Yamada]

##### Fun Lunch Fridays Update:

- Final count was 298 orders for the Fall bundle, Sushi Lovers again was the largest order with 236 items
- Ended the last lunch of the calendar year on a high note with 205 pizzas delivered to our students
- HUGE thank you to all our happy volunteers, we could not do any of this without your support
- First fun lunch of the calendar year is this Friday January 16<sup>th</sup>, with 180 subs ordered
- We have received 264 orders for the Winter term which covers January 16-March 13
- Ordering for the first Winter bundle is now closed, which includes lunches up to February 12 (Thursday)
- Ordering for the second Winter bundle is still open until February 14 @ midnight
- We still have plenty of volunteer spots available this term, please consider volunteering if you have time, Fun Lunch is not possible without the help of our wonderful volunteers
- With the addition of Costco Business Centre, we have been able to try out new flavors of chips and juice to give the kids some variety
- Granola bars in earthquake kits (in every classroom) – do we need to replace? Yes, as they expired Dec 2025. Replace for spring break. Need 400. Simona will purchase.
- Question - Can we consider milk instead of juice? No, as it's not possible to refrigerate

##### Other Fundraisers: [Belle Goyengko]

- Upcoming: POCO Sweet Shop fundraiser to start next week until Jan 31. Obtain candy by weekend of Feb 7, out to students for Feb 10/11 in time for Valentine's Day and it won't conflict with Feb 12 fun lunch. Can we do through munch a lunch to obtain payment (last year cash/e-transfer) – yes. Return rate 50%, made \$700 last year;
  - After school pick up? Pick up in foyer, end of day, or teachers can distribute
  - Cut off: Jan 31<sup>st</sup>; Belle to organize
- Spring Fair – have not yet formed group chat but it's on the agenda
  - To talk to community centre re: what date works, on a weekend preferably a Saturday
  - We won't apply for a grant (denied last year because it was too much like a fundraiser); keep it small and in gym
  - Book gym through district, community centre books the gym on weekends, check re: availability and space
  - Thank you, Admin, for getting us space for Kuna Photography!
- Tru Earth – to promote in newsletter
- Canucks tickets – do another raffle, tickets are for March 4<sup>th</sup> game. Can we do non-cash with same site? How much per ticket? We have some donations leftover to giveaway, auction or raffle? Raffle nexus takes about 10%. Let's do first prize (tickets), second prize (amount), etc. to get rid of the donations we are holding, need to get license
- Chipotle – gives back 25%, one location, one day: let's wait, maybe in March
- Flip Give, Recycling, Mabel's Labels – ongoing; Juliana to access flip give; a condensed version of the ongoing fundraisers will be made by Vivian (Vee)
- Parent communication board on the back of the rock wall – admin to put in work order

#### 5. SOCIAL MEDIA: [Caroline Verdi]

- No update, no questions

**NEXT PAC MEETING:** Tues Mar 3, 2026 – in person, 6pm, school library.

