



PARENT ADVISORY COUNCIL

HAMILTON ELEMENTARY SCHOOL

 <https://hamilton.sd38.bc.ca/parents/pac> |  hamiltonSD38PAC@gmail.com

 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 munchalunch). 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 25th. Conferences on the same day! Book fair will be same week --- Feb 23rd to 27th.
- 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 (YGK) - \$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 16th, 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 31st; 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 4th 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.

