

Elgin Park Secondary

PAC Meeting Minutes



November 17, 2021

MS Teams meeting

Attendance: Elaine Brooker (Vice-Chair), Meredith Laird (Chair), Principal Kavita Sharma, plus over 15 other attendees

1. **Call to Order** – Meredith Laird called the meeting to order at 9:00 a.m.
2. **Agenda:** Agenda approved as circulated by unanimous consent.
3. **Minutes of October 20, 2021:** Minutes approved as presented by unanimous consent.
4. **Reports:**
 - a. DPAC Representative report
Elaine Brooker shared that the October meeting of DPAC was a ‘building block’ meeting, focused on PAC and Finance 101, constitutional amendments for the DPAC constitution, an approval of the DPAC financial reports, and highlighted items from the Surrey Schools newsletter.
 - b. BCCPAC Representative report
Meredith Laird shared that the BCCPAC Conference and AGM will be held in the spring and monthly newsletters are issued during the rest of the academic year.
 - c. Dry Grad Committee report
Meredith Laird shared that the organizers of the Dry Grad Committee reported that the Horror Bowl Event at Sandcastle bowling was successful and that they were exploring possible locations for an event in the spring, pending health orders. Parents interested in participating or finding out about fundraising activities are encouraged to contact the committee by email at, or by joining their Facebook page: Elgin Park Dry Grad 2022
 - d. Treasurer’s report
The Chair shared that there had been no movement on the PAC accounts since the last meeting as reported by the Treasurer, who sent his regrets for this meeting.
 - e. Chair’s Report
 - i. PAC parent info night ideas
The Chair informed the committee that PAC funds could also be used for group presentations for parents and the members shared some ideas for possible topics of interest, including social media literacy, alcohol and drug awareness, mental health and anxiety, as well as inviting “The White Hatter” as a speaker.
 - ii. Additional teacher and club requests for funding
The Chair shared two additional teacher requests for funding that arrived after the deadline for the previous meeting.

Sara Bass moved THAT the Parent Advisory Committee provide \$750 to the Math department for math contest entry fees.

The motion carried.

Anna Starycki moved THAT the Parent Advisory Committee approve the disbursement of \$800 for the Counselling Department to invite a speaker.

The motion carried.

iii. Holiday help for EPS families in need

The Chair reminded the committee that funds had been made available in December 2020 to Elgin Park Secondary families in need and the committee discussed making funds available this year to families identified by teachers as in need.

Anna Starycki moved THAT the Parent Advisory Committee authorize the PAC Executive to disburse funds to EPS families in need in December to a maximum of \$1500, to be reported at the next PAC meeting.

The motion carried.

iv. Donations of craft supplies

Principal Sharma informed parents that the counselling department gratefully received PAC's contribution of funds and would appreciate donations of craft and art supplies. Parents should contact Ms. Gill to discuss donations and how to provide them.

v. Revision of Constitution and Bylaws in 2022

The Chair informed members that the PAC executive will seek to review and amend its Constitution and Bylaws in 2022, both to update them to reflect current practice and to move the PAC closer to its aspirational goals. Members may review the current documents and suggested changes on the school webpage in the PAC tab under Parents.

f. Principal's Report

Kavita Sharma thanked the PAC on behalf of teachers and clubs for reviewing their funding requests and for the disbursement of funds. She shared that the Student Council was now comprised of over 100 students and that many other clubs were both running and much more successful than in previous years. She let parents know that a club list is now available on the school's website and that students are welcome to contact the teacher sponsor for more information about joining.

The committee discussed changes to the Translink schedule affecting Elgin Park Special bus service on Wednesdays. The Vice-Chair will contact Translink and write a letter asking for Wednesday service to be reinstated on behalf of the PAC.

The committee discussed the cost of school photography with the current supplier, Artona, and while parents had asked that this be discussed at the meeting, the assembly at the meeting did not determine any action was required. Principal Sharma let the committee know she would inquire with other secondary schools about the vendor they use for their school photography.

5. Any other business

The committee discussed whether Lunar New Year Festivities might be planned by the school, which might include a concert, decorations and food items around this time, since so many

families at Elgin Park celebrate this holiday. Principal Sharma took an action item to bring this idea to staff and see what might be arranged.

6. Adjournment: The meeting was adjourned at 10:01.

DRAFT