

South Poplar Traditional Elementary PAC Meeting Minutes

Wed, Nov 19, 2025

Prepared by Candace Payne, PAC Secretary

Start time: 7:01 pm

Attendees in person: Rani, Aman, Candace, June, Kathleen, Joanna, Chris, Pinkey, Rupi, Miss Gravel, Munni, Shannon Manky, Reena

Online: Joti, Craig, Josephine

Welcome Acknowledgement & introductions: Aman (acknowledgment of cochair position) and Rani

Motion to approve meeting agenda: Chris; seconded Pinkey

Motion to approve last meeting's minutes: Munni; seconded by Reena

Principal's Report: Shannon Manky

- Thank you to fundraising for coupon books! Great success and lots of excitement amongst students with prizes given out.
- Shoutout to Joti and team running the Book Fair!
- Since last month's meeting, Diwali, PAC pumpkin patch, parent-teacher interviews in spite of power outage, photo retakes, Halloween pumpkin Olympics and PAC cookies, Remembrance Day assembly (thank you families for photos submitted), PAC hot lunch day, wild cat T-shirts arrived, PAC popcorn day.
- Big Buddy reading program initiated (20 grade 5 students partner up with grade 2 and 3 student after lunch recess during quiet time to read together W, Th, F to assigned hallway spots. Thanks to Mrs. Drouillard for organizing this!)
- December to Remember promo for Christmas events coming up, 3 components: Food drive open for 2 weeks to Archway, top 5 most needed items in newsletters. 4 classrooms doing afternoon family activities Dec 2nd. Christmas concert Dec 10th, for 8 division performances and a school-wide choir performance. Will open for cash donations on site that will be split between rental of church and food bank, but no charge for tickets to attend. Spirit week with themed dress day each day last week before Christmas break.
- Miss Suzanne Gravel here tonight to present: Wildcat light-up décor made by local vendor; \$25 for small, \$40 for big décor. Potentially fundraising opportunity? Vendor would do bulk orders. Miss Gravel was thanked for her idea; PAC to discuss this as an option at another time.
- Mrs. Manky posed to PAC if PAC could contribute towards treats at Christmas concert and assist with donation bin. Discussion about venue and suggestions to offer to high school kids to assist with lighting and music. Discussion regarding venue and costs associated. Questions answered.
- Question which classes are doing afternoon activities: Mrs. Iversen, Mrs. McMillan, Miss Gravel, Miss Randhawa. Comments made regarding disappointment for kids and families who don't have a division performance. Mrs. Manky addressed concerns and answered questions.

Treasurer's Report: Reena

- See Treasurer's report.
- Coupon books – Great success for fundraising. Thank you to June and Candace for all the work put into organizing and seeing fundraiser through.
- Reiterate we have etransfer set up but will use cheques first as they've been paid for and etransfers cost money per transaction.

- \$50,000 undesignated funds minus payment for coupon books. Need to spend this money.
- Gaming Grant arrived.
- Wizard of Oz commitment confirmed to come out of PAC funds.

Other Business:

- Hot lunch, Candace: Great group of volunteers this year who help all run smooth. White Spot and McDonalds pancake lunches coming up before Christmas break.
- Fundraising, June: Pumpkins raised \$495, cookies \$115, coupon books \$6000. Coming up: movie night with Super Mario Bros and Christmas cookie fundraiser before Christmas break.
- DPAC, Pinkey: Next DPAC meeting Thurs. Nov. 27th at 7 pm at Abby Senior, also avail by Zoom; guest speaker is a Fraser Health nurse talking about harms and info associated with vaping.
- Yearbook, Rani on behalf of Marlee: Quoted costs slightly higher than last year at \$21.18 (up from \$18) Thinking of \$25 early bird cost and \$30 after cutoff for a 52-page yearbook. Price is higher simply because company last year made an error in quotes and honoured their incorrect quoted price. Discussion took place. \$25 cost decided with a hard deadline, eliminate early bird pricing.
- Approval of items to spend fundraised money on: Myriad of ideas presented from staff and parents. One comment in support of items that benefit all students and items classrooms would be spending for anyway. Goal to spend \$35,000 plus \$7570. Gaming funds can be used on non-curriculum items. Inquiry about RAZ Kids to confirm it's not the program that is not usable after 3:30 during the week; confirmed the program referred to was Epic Books and RAZ Kids available all day. Suggestion to table meeting until January to properly review. A few time-sensitive items discussed as will be charged to families prior to next PAC meeting. High Touch High Tech and YAP discussed, \$2580 plus \$3300 from gaming account. Pinkey motioned to pay half cost for both followed by motion to pay entire cost by Kathleen; seconded by Pinkey. None opposed. Carried unanimously. One Book, One School coming up in January could be added to potential suggestion. Motion to pay for half of the books Pinkey; seconded by Kathleen. None opposed. Carried unanimously. First Aid course hoping to be organized for December. Suggestion to be offered to grade 5 lunchtime supervisors; 2-hour workshop offered for kids to learn basics of identifying emergencies and how to react. One parent suggested he could aid in basic training as an EMR and firefighter. Question online if kids are interested in this type of training. Discussion about if this is appropriate and necessary. Suggestion that perhaps we could offer a weekend/ProD day Stay At Home Program this year. Deferred to another time so more discussion can take place. Suggestion to pay for any cost above donations for Christmas concert; to be revisited in January.
- Carnival meeting Wed Nov 26th.
- Dec Staff Appreciation Lunch, Joti: Set for Dec 11th (day after evening concert). Food ordering is in process.
- First Aid Course for Grade 5: See comments in point above with approval of fundraised money spending. Tabled for future discussion and consideration.
- Teacher Gifts: Time did not allow for discussion due to late hour.

Motion to adjourn at: 8:40 p.m. by Chris; seconded by Rupi.

Next PAC meeting: Wed. Jan 21, 2026.