

South Poplar Traditional Elementary 2025-2026 AGM PAC Meeting Minutes

Wed, June 17, 2025

Prepared by Candace Payne, PAC Secretary

Start time: 7:08 pm

Attendees in person: Chan, Aman, June, Reena, Candace, Shannon Manky, Pinkey, Rup, Matt, Ramandeep, Ruby, Chris, Joanna, Raman, Joti, Nav, Kamna, Carisa

Welcome Acknowledgement & introductions: Chan and Aman. Rani sends her regrets.

Motion to approve meeting agenda: Reena; seconded by Pinkey

Motion to approve last meeting's minutes: June; seconded by Aman.

Principal's Report: Shannon Manky

- See Principal's Report
- Reveal of new Wildcat up on gym wall installed today. Thank you, PAC, for having this made for our school!
- Thank you to our PAC parents and volunteers for everything this year
- Happenings: Carnival, beach day field trip with 60 volunteers, grade 5 farewell, volunteer appreciation morning.
- September upcoming notable dates: District calendar for the next year is out, Sept 8th is first (half) day. Staff appreciation and first wildcat assembly in the first week. School photos Sept 24th. Terry Fox run Sept 28th.

Treasurer's Report: Reena

- See attached Treasurer's report.
- Gaming: All approved has been paid except for cheque written for grade 5 grad, which will zero account.
- General: May to June 12th. Waiting on some cheques to be cashed. Carnival used less than approved budget. Literacy/LLC pre-allocated funds will be zeroed. Allocated \$10,000 held for outside play funds. Uncommitted \$12,000; goal is to roll \$10,000 into the following year.
- Appreciation expressed to Reena for allowing and organizing e-transfers.

President's Report: Chan

- Wrap-up for this year:
 - Total investment into school \$33,461.88, inclusive of Presentations and workshops, literacy, field trips, long-term outdoor play, Hi Touch Hi Tech, Young Actors, One Book One School, school-wide library field trip, Grade 5 Farewell support, movie license renewal support for movie nights, Wizard of Oz field trip, teacher classroom fund, and gym art.
 - Funds raised: 28,339.63 through gaming grant, hot lunch, and fundraising.
 - PAC also: Held 10 hot lunches and 8 popcorn days, held 11 fundraisers, provided welcome back treats for staff, hosted Christmas staff appreciation lunch, celebrated admin day appreciation, celebrated principal day appreciation, hosted year-end staff appreciation lunch, and provided sports day BBQ.
- Carnival survey to parents: 70 responses. See survey results. Overall generally positive feedback with a desire for PAC to continue hosting the carnival, including considering it a high value event to connect with school community. Common feedback wishes were for bouncy castles (discussed struggle in attaining them this year), faster service in food lineups, and additional concession stations.
- Motion to include Fundraising Coordinator as an executive PAC position by Chan. Seconded by Jenny. Moved unanimously.

Other Business:

- Fundraising/Hot lunch Update: Successful year. Very busy planning ahead for next year. Coupon books returning next year mid Sept, likely to come home end of Sept. Looking to add some new ideas for next year. Babysitter's course teacher feedback was immensely positive, reflective of our wonderful students and wonderful families.
- DPAC Update: Pinkey – AGM last month. Chris voted director, Pinkey treasurer, Winsome returning as president.

- Carnival Update: Jenny – Thank you to the team for everything put into planning. Building core memories for our children and our families.
- Parent Rep Coordinator Update: Joanna – Second collection took place through School Cash Online for classroom teachers and support staff. All purchases have happened; waiting for receipts. Receipts need to be submitted before Friday for reimbursement. Discussion to revisit 2 systems used this year, as promised earlier this year. Joanna received positive feedback from parents and class reps about second collection method. Motion to continue collecting as we did in May (parents contribute to classroom teacher with additional line to support staff to School Cash Online) by Chan, seconded by Cheryl. Suggestion to consider dropping birthday gift as part of collections from parents (as PAC already gifts gift cards to teachers for their birthday) and leave the 2 collections for Christmas and end of year. Discussion supported this in simplifying and keeping things consistent.

Round Table:

- Joti mentioned some schools do a decorate your bike event. Mrs. Manky mentioned Pedal Heads can come in to do bike safety seminars. Something we can consider and decide if it is feasible for families. Jenny has had some experience with this. May be challenging, given all families are driving children to school, and storage of bikes through the day.
- Carisa has connection with Heritage Society, wanting to bring opportunity for grade 5's for bike safety. She has the program manager contact.
- Discussion about the use of the old schoolhouse, fire code limiting use to 15 people inside at one time. The society is looking to start running events next year. South Poplar is coming up on 95th anniversary in 2028.

PAC Elections: Shannon Manky ran election. Existing PAC Executive committee formally steps down in order to open up for nominations and elections.

- Nominations reviewed and elections for positions for 2025-2026 year:
 - Executive:
 - President: Chan Rai
 - Vice President: Aman Brar and Chris Flood
 - Secretary: Ruby Dhaliwal
 - Treasurer: Reena Arora
 - Fundraising Coordinator: June Andel and Candace Payne
 - Leadership/Committee Leads:
 - DPAC Rep: Kamna and Nav Aulakh (Kamna will hold voting power)
 - Bookfair Coordinator: Nav Aulakh, Joti Neger, and Cheryl Fairbrother
 - Staff Appreciation Team: Gagan Dhaliwal and Joti Neger
 - Carnival Committee: Jenny Rai and Carisa Willems
 - Yearbook Coordinator: **Vacant, needing to be filled.**
 - Parent Rep Coordinator: Carisa Willems and Joanna Flood
 - Grade 5 Farewell: Gagan Dhaliwal, Raman Brar, Ramandeep Kaur, Reena Arora
 - Hot lunch: Candace Payne
 - Popcorn: Raman Brar and Sonam Lal
 - Munchalunch: Marlee Bassani

Motion to adjourn at 8:12 p.m. by Chan; seconded by Joti and Jenny.

Next PAC meeting: Wed. Sept 17, 2025 @ 7 p.m.