South Poplar Traditional Elementary PAC Meeting Minutes

Wed, Oct 21, 2026

Prepared by Ruby Dhaliwal, PAC Secretary

Start time: 7:03 pm

Attendees in person: Chan R, Candace P, Shannon Manky, Reena, Kamna A, Ruby D, June, Jordan, Cheryl, Aman

Via video chat: Nav

Welcome Acknowledgement & introductions: Chan

Motion to approve meeting agenda: Kamna; seconded by Chris

Motion to approve last meeting's minutes: Candace; seconded by Kamna

Principal's Report: Shannon Manky

- Wild Cat Assembly; good turn out of parents.
- Thank you parents & caregivers for a such a timely online sign up for parent-teacher conferences – it was the quickest sign up in history!
- Photo day, 1st popcorn day, terry fox run, all safety drills completed; field trips happening; grade 4/5 soccer taking place; FSAs for gr 4s happening (Oct 21st; 1st online component)
- Reminder: please do not have students jump out of vehicles at drop off! Please use caution at pick up and drop offs to ensure safety.
- Flashing light installed this school year – traffic continues to be something we're working on!
- Upcoming events:
    - Toys for Tots – more communication coming (Nov 22nd)
    - December to remember; food bank
    - Dec 8th – Gladwin Church/Christmas Choir confirmed
    - Spirit Week – last week of school before Christmas Holidays. More details to come.
    - ATS field trip for Gr 4/5; Nov 18th; more communication to come. Parents encouraged to join at ATS
    - Mental Health Clinician and School Counsellor to host 'Coffee & Connect' for parents/caregivers on Nov 19th & Nov 26th.
    - Be mindful of darker/rainy days coming – traffic concerns increase; please practice extra caution
    - Bottom Parking Lot – please park and drop your children off vs. stopping suddenly to drop off/pick up; please be courteous of students and families behind you/around you.

Treasurer's Report: Reena

- See attached Treasurer's report.
- Recent Deposits: $ 5,500.00 from the following:
    - Coupon book deposits

    - Munch a Lunch deposits

- Current balance as of Sept 30, 2026: $ 43,585.56

Fundraising Team: June

- Profit from coupon books: $ 5,772.00
- School Pumpkin Patch profit: $ 335.00
- Christmas Market for next year: future discussion to be had to plan for next school year (2027); if anyone is interested, please let the fundraising team know.
- Jars by Jody – cookie in a jar; Mid November. More information to come surrounding online ordering – cookies will be distributed home through students.

Committees:

- DPAC: 850 back packs distributed in community! Next meeting is tomorrow, Oct 22.
- Many DPAC positions available; check out the website
- Staff Appreciation Committee: nothing to add
- Bookfair Coordinator: Books are on their way! Dates: Nov 16-19.
- Carnival Committee: Date proposal: June 4th.
- Parent Rep Coordinator: Last Friday had meeting with parent reps, all classrooms have parent reps. Contact info sheets have been sent home to be completed and returned. Teacher/staff gift wish list has been distributed. School cash online will be open Nov 2-13 for parents to contribute to the Christmas wish list.
- Yearbook Coordinator: Marlee. Gr 5s will be choosing the theme based on a vote.
- Grade 5 farewell committee: nothing to add at this time.

Other Business: Chan

- PAC Fund allocation ideas: This is an ongoing discussion. Determine a plan; what's the budget; what would we like to see around the school/upper field.
- Nature playground; some tree stumps are deteriorating; further discussion surrounding vision of this year. The area for the time-being will be taped off due to safety reasons.
- Building facilities: Discussion surrounding having good quality mats in the hallways to prevent wet flooring during the rainy/wet season & cost associated.
- Contingency fund: PAC member brought forward idea to cover cost of black toner ($189) for printing – resource that PAC is using.

Round table: Chan

- Website: Discussion surrounding whether a PAC component is needed, given there is a PAC social media account (Instagram) with necessary links.

- Traffic continues to be a concern, with school traffic turning left into the school lot. Discussion surrounding a potential 4 way, which could be beneficial with traffic and safety.

Motion to adjourn at 8:08 p.m. by Chris; seconded by Kamna. Next PAC meeting: Wed Nov 18, 2026 @ 7 p.m.