

**McNeely PAC Meeting Agenda**

**Date: Monday, April 14, 2025**

**Time: 7:00pm**

**Location: School Library**

1. Welcome and Attendance
  - a. Recorder: Claudia Chan
  - b. Attendance: Karina Sanchez, Karen Sandhu, Kajal Lad, Jovan Renshi, Pavan Dhudwal, Carmen Mak, Philip Ly, Claudia Chan, Darryl Unger & Julianna Ng
2. Additions to the Agenda
3. Approval of the Agenda

Jovan Renshi motions to approve the agenda Pavan Dhudwal seconds the motion 7 votes in favour 0 objections 2 abstentions, motion passed and carried.

4. Approval of minutes from previous meeting – February 2025 and March 2025

Pavan Dhudwal motions to approve the agenda Jovan Renshi seconds the motion 7 votes in favour, 0 objections 2 abstentions, motion passed and carried.

5. Potential hot lunch vendor – BriteMinds Gourmet- Tiffany
  - a. 2 sz options, 12oz is generally the right option for kindergarteners and grade 1's at \$6.50 cents and 16oz, is good for older children, there are additional add-ons you can select if 16oz is not enough at \$7.50. Aside from hot lunches, they also do bakery fundraisers as well.
  - b. The vendor provides labelling services, by division, name of item, name of student and allergies. They will pre-sort, and can also assist in distribution, no extra fees.
  - c. Can handle a relatively short turn-around time, some schools will have the orders close on Sunday and delivery on Tuesday.
  - d. They are currently working with Jessie Wowk, Brighthouse, St. Pauls, and some daycares as well.
6. Updates from the Chair
  - a. On May 2<sup>nd</sup> a notice will go out to parents regarding the AGM for PAC and nominations/elections for the PAC Committee in the upcoming school year in Sept 2025.
  - b. The AGM will be in **June 9<sup>th</sup>** and this meeting will start at **6:00pm** to accommodate for both the regular PAC meeting and the AGM.
7. Administrator's Report
  - a. Student Enrollment
    - i. Enrollment across the district is trending down for the upcoming school year. We're currently at 406 or so, but numbers may go down to mid-380's which could result in a potential loss of 1-2 divisions.

- b. Staffing Process
  - i. As mentioned last month, this process begins in May, Administrators will be better aware of the needs once the enrolment numbers have been further confirmed.
  - ii. Administrators currently do not have confirmation on what the music teacher's capacity will be in the new school year.
- c. School Focus for 2025/26
  - i. The past school focus has been on Connection in the last few years, we are making a shift to now focus on Literacy. There has been feedback from the surveys amongst student themselves where they feel literacy is something that they're not strong at.
  - ii. Question came up about encouraging public speaking skills – Administrators advised that this is something that teachers are working with the children in the classrooms on. Suggestion was put forth to maybe pursue Toastminors as additional resource to support children in this area.
  - iii. Administrators along with staff are brainstorming activities/clubs/hobbies that would be suitable for those in the older grades if they are not interested in the outdoor activities available. Spoken with staff regarding clubs/hobbies/options for those who haven't found something to do with their time outside
- d. Student Progress Reports
  - i. Coming out on the 29<sup>th</sup> of April

#### Upcoming Events:

- e. Grade 7 Transition Meetings – April 17
  - i. Discussions are happening with Cambie regarding learning abilities, learning styles, strengths and areas of developments for every child that will be heading into high school, 56 students this year will be transitioning and Administrators sit down with Cambie staff to go over individually each child's files.
- f. Musical Performance – April 28
- g. Welcome to Kindergarten – Wednesday, April 30
  - i. Formal welcome event, welcoming all incoming families with the various stations set up, in the gym this is one of three events that will be happening as part of the 'Welcome Orientation' it'd be nice to have a PAC member come, the event starts at 9
  - ii. Will also be inviting K/K & 1 students and parents to breakfast club where it will only be K and K/1 students as well as a dinner event.
- h. District Track Meet – May 12 (Grades 4-7)
  - i. Events will be happening throughout the day, starts right at 9:00 am finishes at roughly 2:30pm.
  - ii. There will be a designated drop-off and pick-up areas. McNeely's area will be by the tennis courts, seating will be in front of the aquatic centre
- i. Pro-D Day – May 16 (District Wide Indigenous Focus)
  - i. Staff will be going to Richmond Secondary for the first half of the day
- j. Grade 7 Farewell
  - i. Had the first meeting – school is asking to see if we could provide decorations & desserts, which was something that was done in the past.
- k. Saleema Noon
  - i. Staff is in support of this, PAC to pursue in the coming academic year.

- I. Feminine Hygiene in School
  - i. Currently stored in medical room in the office, reminded teachers to share this information with their students so that they know where to access it
  - ii. The school did at one point have dispensers, but the products were not being treated with respect, items were being flushed down the toilet etc.
- m. After School Child Care
  - i. This would not be something school sponsored nor would it necessarily be licensed care however if anyone was interested in doing babysitting or afterschool supervision, please reach out to the school and they could connect you with parents who are in need of such services. The service wouldn't be at school but at someone's home.
  - ii. Is there a revision being done at the district/government level of the typical school day/hours?
    - 1. The school act would need to change, contract language in employees (contact hours) that would need to be reviewed, not likely to happen at this point on the broader scale
- n. Family Fun Night
  - i. Themed baskets from classes
    - 1. This is to support the silent auction, classrooms can help build a basket based on a theme, and see what types of contributions classrooms can contribute
  - ii. How many classrooms do we need?
    - 1. Currently requesting for 5 rooms, plus staff room and potentially part of the library

## 8. Treasurer's Report

**OPERATING - as of April  
14, 2025**

**\$38,890.54**

Activity	Revenue	Expenses	Net	Diff from previous	Notes
Hot Lunch	\$27,300.10	\$(19,166.97)	\$8,133.13	\$188.42	Ongoing
Treat Day	\$3,118.20	\$(1,500.16)	\$1,618.04	\$636.40	Ongoing
Halloween Party	\$3,639.95	\$(3,105.97)	\$533.98	-	October
Gift Card Fundraiser	\$15,995.00	\$(15,222.15)	\$772.85	-	rebate from Shop Fundraising on cards purchased
Holiday Photo Sessions	\$750.00				rebate from booked photo sessions
Family Fun Night		\$(1,801.26)	\$(1,801.26)	-	event in May
Misc.	\$-	\$(1,091.00)	\$(1,091.00)	\$(1,582.00)	PAC mtg, X-country, Girls Club, Library Reading, Cambie Scholarship

No change to the gaming account balance: **\$7,624.88**

Application for the gaming license to do the 50/50 raffle is in progress, 2009 and 2010 reports were missing for the raffle application.

9. Fundraising

a. Hot Lunch Update (Karina Sanchez)

- i. A&W and Jugo both arrived late due to traffic, but Karina + volunteers managed to sort things out within 20 minutes, had support from the student council, the school came together to facilitate the process even though we were short on time. Vendor for A&W was very good to work with. Profit should be in excess of \$400.00. Dominos will happen on Thursday, and then sushi will be happening after.

b. Treat Day Update (Pavan Dhudwal)

- i. April 30 have ice cream cups coming up
- ii. May 14, May 21, June 12 for treats

c. Family Fun Night (Karina Sanchez)

- i. Currently 16 parents are still needed to staff the event on the day of
- ii. Discussion was had regarding assignment of space, concession stand placement and overall arrangement of space – 5 classrooms have been requested
- iii. Usually goes out to communities to solicit donations for the silent auction baskets- donors are now giving things but only under the condition that PAC is not able to profit from it. Many organizations are changing their policies

10. Roundtable

11. Adjournment