

## Parent Advisory Council (PAC) Meeting Minutes

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**DATE:** February 26/25

**TIME:** 6:30 pm

**FACILITATOR:** Shannon Rose, DPAC Chair

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### **IN ATTENDANCE:**

PAC Executive: Mandy Darvill (Secretary), Jolene Featherstone (Treasurer)

Administrative: Tyler Baruta (Principal), Joe Frew (Vice-Principal)

Heather Colbourne, Jaspal Kaur, Melissa Kelner, Martin Lavallée, DeAnna Schwab, Sumit Paul Singh, Tanya Smith, Stephanie Ward

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### **CALL TO ORDER / LAND ACKNOWLEDGEMENT / ESTABLISH QUORUM:**

- Meeting was called to order at 6:31pm by Shannon Rose
  - Land Acknowledgements read by Shannon Rose
  - Quorum met
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### **PRINCIPAL'S REPORT:**

- Extra-curriculars:
    - Basketball is coming to an end. Track and field to begin after Spring
  - Cultural recognition continues throughout the building. Ms. Virk runs the Cultural Committee.
  - After school programming began about 3 weeks ago.
  - There will be a Spring Break camp run by Abby Community School Society at Godson, the first time in a few years.
  - Positive Behavior Intervention System (PBIS). This initiative started before current administration's time to increase reading scores and includes a reward system. The goal is to keep it in place for 5 years to see if effective.
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### **APPROVAL OF PREVIOUS MINUTES:**

The minutes from the November 13/24 meeting could not be adopted at this meeting as they were not distributed to enough of the community. Approval of the November 13/24 and February 26/25 minutes will be included on the April 23/25 agenda once they have been shared on Facebook.

Going forward, draft minutes will be posted on Facebook ahead of meetings to ensure they are accessible to a wider community, promoting transparency.

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### **REPORTS:**

President Report: None, position vacant

Treasurer Report:

- PAC General Bank Account - \$5,089.49
  - PAC will be paying Scholastic Book Fair from this, which will bring balance down to approx. \$3,200.00
- PAC Gaming Account - \$34.60
- Budget Approval for Remainder of 2024/2025
  - See Appendix A for the proposed budget presented
  - There were no questions from the floor.
  - A motion was put forward to approve the Proposed Budget for the Remainder of 2024/2025
    - Moved by: Mandy Darvill
    - Seconded by: Martin Lavallée

DPAC Report: None presented as Godson DPAC representative was not present, however Shannon Rose, DPAC chair noted the following:

- Ray Velestuk, Secretary-Treasurer of the Abbotsford School District spoke at the last meeting regarding the Abbotsford School District budget.
- Anyone is invited to attend the DPAC meeting but if anything is voted on, then it's the DPAC representative from each school that is only able to vote.
- Currently running Parent Night Series, usually an 8-part series. The most recent included two Abbotsford Police Department officers who presented on youth substance abuse.
- The next series presentation will be about Trauma Informed Parenting
- Next DPAC meeting will be April 24, via Zoom. <https://www.abbyschools.ca/dpac>

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Fundraising Report / Hot Lunch Report:

- Fundraisers for 2024/2025 Period:

<b>COMPLETED:</b>	
<b>Name</b>	<b>Profit</b>
Purdy's #1	\$ 518.00
Neufelds #1 (Nov 18/24)	802.00
Pizza Pizza Hot Lunch (Dec 6/24)	195.49
Great Little Coupon Books	315.00
Grad Hoodies	40.48
Red Robin (Jan 24/25)	422.50
Bottle Drive #1 (Jan 24/25)	196.50
<b>Total Profit</b>	<b>\$ 2,489.97</b>

**IN PROGRESS:**

Book Fair (Feb 18-21/25)  
Booster Juice (Feb 28/25)

**UPCOMING:**

Bottle Drive #2, Purdy's #2, Neufeld's #2, Olivers Labels, April Hot Lunch, May Hot Lunch and Spirit Wear.

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**OLD BUSINESS:**

- Food Service Online Program
    - Currently researching three programs, Munchalunch, K12Lunches and Hot Lunch to help administrate our Hot Lunch orders and payments.
    - PAC can use Schoolcashonline with Mrs. Kenyon's assistance until end of this year to continue but a program will need to be in place for next year that is administered by PAC.
  - Grad Hoodies:
    - Distributed to students who placed an order this week.
    - Students were excited to receive them.
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**NEW BUSINESS:**

- Executive Resignation
    - Tracy Pope, Vice President has resigned and provided written notice
  - Executive Appointment
    - Tanya Smith has been appointed to President until the May 2025 AGM. This position must be filled for our school to apply for the Gaming Grant for 2025/2026 school year.
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- Change in Signing Authority
    - Becky Dyck and Tracy Pope have been removed as signors from the bank accounts (general and gaming) as they have resigned from their previous positions of President and Vice President.
    - Current signors on General and Gaming accounts are Jolene Featherstone (Treasurer), Mandy Darvill (Secretary) and Tanya Smith (President)
  - Book Fair – February 18-21/25
    - Huge success well attended and lots of excitement about it. More details to come at the next meeting as numbers are still settling.
  - Constitution and Bylaws
    - A motion was put forward to approve the Amended Constitution and Bylaws
      - Moved by: Jolene Featherstone
      - Seconded by: Martin Lavallée
    - The quorum requirements have changed due to the updated Constitution and Bylaws and we still have quorum.
    - Going forward, the positions of President and Vice-President will now be referred to as Chair and Vice-Chair.
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### **OPEN FLOOR:**

- A suggestion was made for a future hot lunch vendor, Skyspace Indian Cuisine, near Roberston Avenue. The member had already spoken to the vendor to see if they would be interested, and they were.
  - Cobb's Reward Program – PAC is looking into another ongoing fundraiser in the community that would bring 5% of sales back to the school.
  - Request was made for historical records to be sought from a bottle drive account from previous years.
    - ACTION: Executive will make efforts to reach out to the bottle depot to see if there are records that can be accessed.
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### **NEXT MEETING AND ADJOURNMENT:**

- The next meeting will be held April 23, 2025 in the LLC
  - Meeting was adjourned at 7:23pm
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## Parent Advisory Council (PAC)

33130 Bevan Avenue  
Abbotsford, BC V2S 1T6

### Proposed Budget

Period: Remainder of 2024/2025

	<u>Proposed Budget</u>
<b>Revenue</b>	
<sup>1</sup> Chequing Account	\$ 1,030.40
<sup>2</sup> Gaming Account	34.60
<sup>3</sup> Fundraising	<u>2,250.00</u>
<b>Total Revenue</b>	<b>\$ 3,315.00</b>
<b>Expenses:</b>	
<sup>1</sup> Food Service Program	\$ 315.00
<sup>2</sup> Field Trips	1,500.00
Hot Dog Day	400.00
Popcorn Day	150.00
<sup>3</sup> Sports Day	850.00
<sup>4</sup> Teacher Appreciation Potluck	<u>100.00</u>
<b>Total Expenses</b>	<b>\$ 3,315.00</b>
<b>Surplus (Deficit)</b>	<u><u>\$ -</u></u>

#### Notes to Projected 2024/2025 Revenue

- <sup>1</sup> Amount required from chequing account to balance this budget proposal for remainder of year
- <sup>2</sup> Using remaining balance in Gaming Account from 2023/2024. Gaming grant denied for 2024/2025.  
Application period for 2025/2026 monies is April 1 to June 30  
Notification of approval or denial by September 30, 2025
- <sup>3</sup> Upcoming fundraisers include; Bottle Drive, Purdy's, Neufeld's, Oliver's Labels, Hot lunches and Spirit Wear

#### Notes to Projected 2024/2025 Expenses:

- <sup>1</sup> Currently researching programs such as Hot Lunches, Munchalunch and K12 Lunches to administer hot lunches, fundraising and communication. Average cost is \$300 plus GST/yr
- <sup>2</sup> PAC Contribution to support student field trips funded by Teacher's Fundraising.
- <sup>3</sup> Approximate cost to provide 1 piece of large pizza per student. Discussions ongoing about what will be provided for this event, it may not be pizza
- <sup>4</sup> Incidentals only as format will be potluck with items donated by PAC community