



CHEAM PAC Meeting

Date: October 21, 2024

Time: 7:06pm

Location: Cheam Elementary Staff Room

1. CALL TO ORDER

1.1 Welcome & Acknowledgements:

We live, work and play on the traditional and unceded land of the Sto:lo Coast Salish Peoples

1.2 Attendance

- Alyssa Blondin, Nadine Herath, Tanya Cannon, Laurel Thornton, Iain Gardner, Melissa Graham, David Williams, Rachelle Pinch, Shawn Gieselman, Emmy Kerr

1.3 Ensure Quorum

- all exec members present

1.4 Approval of Agenda:

- Motion – Rachelle. Seconded - Melissa

1.5 Approval of Minutes from previous meeting:

- Motion – Laurel. Seconded - Rochelle

2. REPORTS

2.1 Principals Report

- Enrollment Numbers: Tend to fluctuate, but quite stable since we introduced the K-5 French Immersion Program. Current enrollment is 248 students, we've gone as high as 255 in recent years. 168 students in French Immersion, 80 in English. We usually have a waitlist for French Immersion, but by the end of June/September everyone is usually accommodated. We need to always make sure we have space for our in-catchment kids.
- General Attitude: from casual ETAs and visitors to Cheam - the feedback towards our school is always very positive. The students and staff are supportive. The staff is willing to help out the TOCs as needed. Very appreciated by casuals coming into the school.
- Before & After School Care: Moving ahead quickly. Nicole Driscoll to attend the school on Wednesday to assess our current space and consider furniture lists. Option to switch Portable 8 (current lunchroom/counsellor office/learning assistance room) with Portable 4 to accommodate a daycare space. Any changes will likely happen during the Christmas Break. We need to continue to meet the needs of Cheam Elementary as well as the new daycare program.
 - Staffing for Before/After School Care: will we use current staff, staff from neighbouring schools, or source out to the 3rd party. Obstacles to overcome.
- Rodents in the portables: An issue that comes up periodically, but it hasn't been a persistent issue. When rodents come out, we set up more traps. It happens due to our location next to a farm.
 - Q: Is there a protocol for what happens if a mouse is spotted in the classroom? Do students need to leave the classroom?
 - A: No official policy to leave the classroom. An exterminator will be called.

- Efficiency of the Air Conditioning Units: they were used during the first week of school, and they held the temperature well. Of course, one factor is the doors being opened/closed a lot due to the movement of the students but overall it is manageable.
- Feeding Futures: In previous years the food program wasn't used much by students, but now the need is much greater. Frequently students require extra food for their lunch as well as Pantry Boxes being sent home to families in need. Not just at Cheam Elementary, but across the district there are needs. Ms. Hoogeveen continues to manage this program with assistance now from Kate Weicker.
- Playground Upgrade – installation of a new playground is very expensive (cost of the intermediate structure 11 years ago was around \$70,000 – the cost has likely doubled now). Parents are encouraged to reach out to Mr. Gardner (email, in person) about potential ways to utilize the extra open space.
 - Q: Have there been any accessibility issues with the bark mulch?
 - A: no issues have come up currently, but if issues were to come up we could ask maintenance to update the space to make it more accessible.

2.2 Treasurers Report

- September 2024 - Lots of deposits for Munch A Lunch.
- Stay Safe at Home Course was paid for – no profit from that yet (October).
- Gaming Grant was deposited - Application for the district grant is on Shawn's to do list.
- See attached Treasurer's Report

2.3 DPAC Report

- Peggy Janicki – Author of *The Secret Pocket book*, a true story about her mother's experience in a residential school. <https://www.peggyjanicki.ca/2-book-storycontext-b-lessons-initiatives>
- Chair Report: changes to the DPAC general meeting – shortening the time spent on committee reports and shorter presentations at the beginning of each meeting
- Trustee Report: Boundary review coming up and strategic planning
- BCCPAC:
 - Lots of changes: 3 members resigned after the first meeting. 5 vacant spots on the BCCPAC executive board. By-election coming up.
 - Memberships for the BCCPAC (need to be able to vote at the BCCPAC conference and AGM in May) is due Dec 31st
 - Audit of BCCPAC finances, no issues found.
- Committee Reports:
 - CYC middle years seat is empty. If anyone wants to sit in on middle years meetings and give reports to DPAC you can put your name forward by emailing dpac@sd33.bc.ca <https://childandyouth.com/> You do not have to be a DPAC rep to do so! Meetings are generally held the 3rd Monday of the month 9:30 – 11 am
 - The 2024 Family Resource Guide can be found here: <https://earlylearning.sd33.bc.ca/sites/earlylearning.sd33.bc.ca/files/2024-01/Family%20Resource%20Guide%202024.pdf>
 - Chilliwack Healthier Community Free Food Program's in Chilliwack Resource Guide: <https://static1.squarespace.com/static/6508c32d4783f7679312eb6d/t/66b6a864556d4b3f79653fdb/1723246692391/Free+Food+Programs+Aug+2024.pdf>

- DPAC Advocacy Focus:
 - Anti-bullying/anti-racism through:
 - 1. Education plan for students, parents and teachers
 - 2. District plan of action to address bullying and racism
 - 3. Standard Code of Conduct across the district
 - EA support by continuing to monitor the impact of the “Jackson Award” on class composition and support and advocating for more inclusive student supports.
 - Other areas of advocacy focus as capacity allows include:
 - Bussing and traffic infrastructure, classroom temperatures, infrastructure and school capacities
 - DPAC needs to get their own website. They are currently piggy backing on the district website and can only post certain material.
 - DPAC also wants to update their logo, there is no documentation or history for the current logo and want to update it so they own the rights to their own logo.
 - There was a motion passed to put our name on a *No Space for Hate* letter. (Copy available if needed). There was some discussion as to the wording of the letter and concerns for putting our district name on it, however the motion passed.
 - **Next DPAC meeting is on Oct 24, 2024.** There will be a presentation by Janine McMorran who works with Family Smart. Discussion on DPAC priorities and action plan for this coming school year and the Logo development process. There is also to be a round table discussion regarding emerging parent concerns; **send any concerns you may have to PAC and our DPAC rep can pass them on.**
 - Upcoming Educational Sessions:
 - **Nov 21st – Sue Robbins – Your Silence Will Not Protect You – The Nuts and Bolts of Advocacy** – online via zoom at:
<http://sd33ca.zoom.us/meeting/register/u5ypcOmtqTweGNBwhULpuN60Wuw0BQchJNW>
 - **Nov 28th – DPAC general meeting @7:00 pm** – In person at the School Board office or online via zoom:
<https://sd33-ca.zoom.us/meeting/register/u50odeyuqzwjE9HQJ9GfWKYVL4an8wEsCf>
 - **Dec 5th - SafeTeen Violence Prevention @ 7:30pm** via zoom:
<https://sd33-ca.zoom.us/meeting/register/u5U5fuqtqjsjH9BcyjCkUQnEHLdZLrdmynYJ>

2.4 Committees Report(s)

- It was brought forward that it would be helpful to identify a “point of contact” (coordinator) person for each committee to streamline communication. Below is a tentative list of coordinators: (Shawn to confirm this list).
 - Movie Night: Nadine

- Trunk or Treat: Melissa
 - Pancake Breakfast: ??
 - Hot Lunch: Carla
 - Fundraising: Carla/Darcy?
 - Yearbook: Jenna
 - Grade 5 Grad: Kylie
 - Bulletin Board: Melissa and Nadine
- Master Lists for Special Events: to begin making master lists for special events such as Pancake Breakfast and Trunk or Treat – checklists on what needs to be done, when to start ordering, how many volunteers are needed, etc. These documents will be available on the PAC One Drive. This will ensure a smoother transition when event coordination is passed onto the next person. Melissa to come up with a template for the Trunk or Treat event and we will review next meeting.
 - Criminal Record Checks for Volunteers: Merilee keeps a master list of who needs their CRCs updated (every 4 years). CRCs need to be done for volunteers who will be in direct contact with students on school property.

Special Events:

- Movie Night: (Nadine) Nov 22nd, date confirmed! To send out a survey of how many people wish to attend. Ticket sales in previous years by donation. Concession stand. Start time? 6/630pm?
- Trunk or Treat: Oct 24th.
- Pancake Breakfast: Friday, Dec 13th (Date confirmed!) Tanya has started planning, but does NOT want to take the lead. More volunteers needed for this, preferably someone who will be at Cheam Elementary for a few more years. To discuss next meeting.
- Hot lunch – Carla has taken initiative.
- Fundraising – Carla/Darcy - Shawn to check in to confirm the coordinators of each special event.

3. UNFINISHED BUSINESS/CARRIED OVER FROM LAST MEETING

3.1 Constitution Committee -re do constitution this year.

- Shawn to be the coordinator of this committee. Has reviewed constitutions from other schools. Still needs to be discussed by a committee.

3.2 150th Cheam Elementary Anniversary Celebration

- Meeting within next two weeks. Some staff/former staff keen to be involved. Parents who want to participate – wait until after initial meeting. Once we have a date we can move forward and promote it. Wait for Iain for next step on 150.

3.3 Pancake Breakfast – Dec 13th. Who is Coordinator for event?

4. NEW BUSINESS

4.1 School Code of Conduct Update

- Needs to be reviewed every year, but it often doesn't change much. Will be completed soon.

4.2 Update PAC info on Cheam School Website

- Shawn has been reviewing how other schools share their PAC information. Minutes, Agenda, Constitution, Bylaws. Most school have it on the school website and we would like to go ahead with this as well.

4.3 Review/Approve Account Signer Policy & Code of Ethics Policy

- table until next meeting.

4.4 Scheduling remaining PAC meetings:

- Suggestion made to schedule the PAC meetings for the remainder of the year – tentative dates for 2025: Jan 13, Feb 10, March 10, April 14, May 12, June 9 (AGM)
- To lock down the date for the AGM next meeting

5. OPEN DISCUSSION

- David made a beautiful poster to advertise Canadian Parents for French
- Fluxx Spin into Yin Fundraiser: to go ahead for November 29th. Posters will go up around the school this week. Funds to be allocated to new materials for the library. Ticket sales at Trunk or Treat and various other dates after school. Limit 24 participants. Tickets \$20 (plus option to donate more at the door).

6. DATE FOR NEXT MEETING: November 18th 2024

7. BUSINESS FOR NEXT MEETING

- Constitution Committee
- Review volunteer organization template for Trunk or Treat
- Pancake Breakfast
- Review/Approve Account Signer Policy
- Code of Ethics Policy
- Review dates for remaining PAC meetings

8. ADJOURNMENT:

Motioned – Melissa Seconded – Rachelle

Time Ended: 8:59pm.