



CHEAM PAC Meeting

Date: January 13th 2025

Time: 7:04pm

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

- David Williams, Rachelle Pinch, Shawn Gieselman, Emmy Kerr, Darcy Gauthier, Tanya Cannon, Iain Gardner

1.3 Ensure Quorum

- 3 execs present, quorum has been met.

1.4 Approval of Agenda:

- Motion – Emmy Kerr Seconded - Rachelle Pinch

1.5 Approval of Minutes from previous meeting:

- Request to correct errors in November minutes including:
 - Spelling of names that were incorrect
 - The date of the Metis Jig Dancing (Dec 5th, not Dec 6th)
 - The statement that the Constitution Committee requires 2 members (it requires 3)
- Motion to approve November 2024 minutes as amended:
 - Motion – Rachelle Pinch Seconded – Emmy Kerr

2. REPORTS

2.1 Principals Report

- Marge Thornton: noon hour supervisor is back! Children are happy to have her back.
- Jan 27th: - student teacher will be joining Mme Little's classroom from UVic for her Long Practicum
- Early French Immersion – kindergarten registration. No lottery was needed as 26 students applied (30 can be accommodated).
- Over Christmas break portable 4 (Mme Wall's classroom) was moved to Portable 8. Maintenance had to do work to set this up. Portable 8 was a student support space – this functions way better than Portable 4 as it is more centrally located and closer to the school/washrooms. Carpentry work continues in Portable 4 (cabinets to be installed to maximize storage space).

- Before and After School Care: will be in portable 4. Interest levels have been high, but it seems everyone who has requested a space will get it. Registration cannot be finalized until licensing is completed. A licensing agent will tour the space when it is complete. Hoping to open beginning of February.
 - Hiring for Before and After School Care: staff were hired externally (not current Cheam staff). They will be employees of the school district.
- February 11th – Musical Group – CousCous from the island. Francophone music from around the world performing in the gym.
- February 12th – family skate day at the Chilliwack Coliseum. Encourage students to bring their own skates and helmets, if possible, to streamline the rental process. Remind students to know their skate size if needing to rent. Will be added to weekly PAC email and reminders on the Facebook page
- May 10th – save the date! 150th Celebrations at the school. Possible time: 10am - 2pm.

2.2 Chair Report (NEW)

- Currently halfway through the school year. Many thanks to all our volunteers, community coordinators and fundraising efforts that have already happened.
- Goals:
 - Bring clarity to PAC to Parents Communication – how we manage email, Facebook communications, newsletter and making the Cheam school website more accessible.
 - Continue the work on our constitution in order to make our constitution the gold standard within SD33.
 - Greater clarity for defining the Indigenous Representative role and greater financial accountability.

2.3 Treasurers Report

- Year to date info:
 - We are doing exceptional on fundraising. Hot lunches exceeded expectations. 3 more large fundraisers to go for the year.
 - Movie Night: Over \$700 raised after expenses
 - Trunk or Treat: made almost \$400
 - Home Alone Course made a little over \$100
 - Christmas Fundraiser made about \$270
 - Coupon books made about \$770 after having to replace some lost books
- Send a Reminder to teachers to submit Teacher Support Funding by Spring Break.
 - PAC gives money (\$175) to each division and EAs to purchase what's needed for their classrooms. Receipts are given to PAC.
 - PAC also supports field trips and World Book Day

2.4 DPAC Report

Garrison Bike Bus - Presentation by Ricky Federau

- Watson Elementary. Last fall the bike bus tracked their mileage over the course of the bike bus season and they came close to 500km. This success awarded Watson Elementary with \$1000 active transportation grant.
- If there is interest in doing this at your school you can email Ricky at valleybikeguides@gmail.com

Chair Report:

- Strategic Plan Survey expected in January for all caregivers to review and give feedback. Strategic Plan info link:
 - <https://www.sd33.bc.ca/strategic-plan-refresh-2024-2025>
- District will not pay for Zoom next year, will likely transition to Teams

Trustee Report:

- **Community Strategic Plan:** well on our way into the process of conversations with the community regarding our strategic plan for the coming year
- **Board Elections:** December 10th are board elections. Expect a potential change to leadership as current Chair Trustee Reichelt has indicated she will step back.
- **Bargaining Update:** Chilliwack, along with every other district, is entering local and provincial bargaining for educators and staff. If all goes smoothly, we should not notice any disruptions
- **ChildCare BC Website** has been updated and is more user friendly
- **BCCPAC Update:**
 - BCCPAC Summit happened Nov 30th. Pac Animal might be interesting to Cheam PAC, its one in all communication platform however it has a high cost. There are opportunities to fundraise through ad space. There are interesting companies that specialize in STEAM education and fiscal education. Information can be passed along if requested.
- **ERASE** (Expect Respect a Safe Education)
 - Family sessions happen every month. Link below:
 - <https://www2.gov.bc.ca/gov/content/erase>

Committee Highlights:

- **Middle Years:** need another co-chair. DPAC is also looking for a parent rep for this committee
- **ACIE:** a long discussion was had around the recent District decision to limit outside agencies from providing accessible therapy to students during the school day due to liability concerns, supervision of practice, and space.
- **DPAC Advocacy Action Plan and Next Steps:**
 - DPAC has written an anti-bullying letter. DPAC recognizes that the letter would be more impactful if PACs signed it. Welcoming feedback until February. Cheam PAC to make a decision to sign the letter or not.
- **Emerging Concerns:** DPAC has heard some concerns around the seat size on new buses. Canvassed DPAC reps – none have heard this concern. If you have issues bringing musical instruments onto buses please reach out to DPAC
- **Gaming & Social Media use for Parents Webinar:** Monday January 20th at 7pm

2.5 Committees Report(s)

Special Events: Movie Night & Pancake Breakfast follow up

- Pancake Breakfast: was very well done, very smooth. Amazing amount of volunteers (twice as many as previous years). It is a learning process. Some challenges that we faced:
 - How to better support the diners with allergies
 - What to do with unfinished juice boxes (a designated area for them?)
- All plates were stamped with the children's name (big thanks to parent Sierra) and it was later learned that they were stamped with edible ink.
- Movie Night: Kids were happy to have a movie night. It wasn't packed, a manageable number and a good mix of ages. Concession profited very well.

Hot Lunches:

- Kaitrin has secured a total of \$250 for the school from grocers, simply by doing the legwork and asking. Way to go!
- January Hot Dog Day: lower ordering, but still a success. It is likely due to the ordering deadline being before the first day back to school.
- Still looking for good hot lunch ideas! one suggestion that has good feedback: Church's Chicken.
- Popcorn Day is coming up February 5th. Will add reminder to PAC email and Facebook page.

Fundraising:

- Upcoming: Neufeld Farms, Break the Rules Day and Summer Fun Day concession

Yearbook:

- Contest for cover design grade 5s only. Deadline Feb 2nd.
- Jenna has sent out the email for grad submissions, the deadline was January 12th. 19 submissions were received out of 28 grads.
- Yearbook is in its planning stages

Grade 5 Grad:

- Bottle drive

Bulletin Board:

- Dedicated grandparent Darcy has been spearheading the design of the Bulletin board. He expressed frustration around having to have his ideas approved by PAC and how long that process takes. He expressed the desire to use the PAC print code for Bulletin Board printing. This issue was addressed by Chair and he would communicate with Melissa, who is the head of this committee and is the contact person.

Constitution Committee:

- Shawn will be reaching out to the Constitution Committee members this month. Goal is to have draft one completed by the March PAC meeting and voted on in the April 2025 meeting.

3. UNFINISHED BUSINESS/CARRIED OVER FROM LAST MEETING

- Motion to Approve Code of Ethics Signing Policy presented by Chair
 - For PAC execs, PAC reps, and Committee Coordinators as per our constitutional requirements
 - Motion to Approve: Rachelle Pinch Second: Emmy Kerr
 - Upon discussion it was decided that this specific policy would not need to be voted on, as it is a guideline for how PAC will operate in the future and new a new document. It will be incorporated as is.
- Motion to Approve PAC Executive AGM Signer Policy presented by Chair
 - Improved documentation management to meet the requirements of our financial institution
 - A document for efficiency, all in agreement that it can be incorporated as is
- Motion to Approve PAC Email Consent Policy presented by Chair
 - Establish clear and compliant procedures for managing PAC email communication with parents.
 - Retention of PAC email list every year with the option for caregivers to opt-out when no longer affiliated with the school.
 - Chair has researched this and has found no documentation to support the requirement to discard the list each year
 - Chair asserted that retaining the email lists each year will lead to more parents getting newsletters and eliminate errors where parents believe they signed up the previous year and believed that was enough
 - Current email list is roughly under 80 though student registration is over 240.
 - Concerns raised around retaining the email list – PAC would not know how many email recipients are of current Cheam students and we would not have a clear picture of how many current caregivers we are reaching. Furthermore, individuals who are no longer affiliated with the school could be receiving Cheam PAC emails and could answer surveys/questionnaires.
 - After discussion, motion was voted 3-2 in favour of adopting the policy
- Cookbook Fundraiser Proposal presented by Darcy G and David W.

4. NEW BUSINESS

- DPAC Anti-Bullying Letter draft w/ PAC signing consideration (copies provided)
 - Asked for PACs to support and sign the document. DPAC Rep will bring the vote to the next meeting. Document is well written and no negative feedback.
 - PAC execs unanimously decided to sign the letter
- Communication Policy for PAC
 - Related to Email, Facebook group, school website. Purpose? Frequency? Structure/templates?

5. OPEN DISCUSSION

6. BUSINESS FOR NEXT MEETING

7. DATE FOR NEXT MEETING: February 10th 7:00pm

8. ADJOURNMENT:

Motioned – Emmy Kerr

Seconded - Rachelle Pinch

Time: 8:55pm