



## **CHEAM PAC Meeting**

Date: September 8<sup>th</sup>, 2025

Time: 7:00pm

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**

- Megan Melnyk, Ashley Klaassen, Alyssa Blondin, Rachelle Pinch, Emmy Kerr, Chima Barhoumi, Intan Kardal, Erin Woelders, Abby Vanschagen, Alicia Kauffman, Carla Rozendal, Nadine Mackay, Tanya Cannon, Nicole Choi, Iain Gardner.

#### **1.3 Ensure Quorum**

- all executives present, quorum established

#### **1.4 Approval of Agenda:**

- Motion - Rachelle Seconded – Ashley

#### **1.5 Approval of Minutes from previous meeting:**

Motion - Seconded -

Minutes from last meeting were not emailed out. Will email them and add the approval of the June minutes to next month's agenda.

### **2. REPORTS**

#### **2.1 Principals Report**

- Good start to the school year so far. If parents/guardians have questions for me for future meetings, please email PAC and those questions can be addressed during the Principals Report.
- We are hitting the ground running; the September calendar has lots of events.
- Kindergarten parents (and all parents/guardians) – keep in touch with PAC, the school website and the calendar, which will be updated throughout the year. We will do our best to keep everyone informed.
- Regular communication will occur from your classroom teacher.
- I will try to keep email communication to a minimum from me to not overwhelm your inboxes.

### **3. UNFINISHED BUSINESS/CARRIED OVER FROM LAST MEETING**

#### **3.1 None**

## 4. NEW BUSINESS

### 4.1

- What is PAC? Welcome to both new and returning families
  - We are guardians and parents that come together and organize events/fundraising for our school. Being involved with PAC is a great way to stay engaged with your school. We also provide advocacy and communication between parents and the school, as well as the school district. We fundraise for the school in various areas, including classroom support, gym equipment, and the library to name a few.
  - Communication: Emails will be coming out every Sunday to let you know what's happening for the upcoming week. Make sure you've signed up for emails! PAC requires your consent every year.
  - Sign up for PAC emails [here](#)
  - We often have the same events happening each year (Pancake Breakfast, Trunk or Treat, etc) but we are very open to new ideas so please bring them forward!
- We are always looking for ways to engage new families. Please spread the word that your involvement with PAC can be as much or as little as you want. We are always looking for new volunteers for our committees.
- Committees – Discussion and Sign up
  - Sign up for Committees [here](#)
  - Hot Lunch:
    - Carla Soutar is on the ball with hot lunches – managing the online ordering system and organizing on Hot Lunch Days. We need parent volunteers on hot lunch days to help distribute the meals and clean up
    - Kaitrin Vit is organizing Hot Dog Days, including the concessions at our events and Hot Lunch Hot Dog days. We are looking for volunteers to help wrap and cook hot dogs, as well as collect money when it is an event. Hot Dog Days are often quite lucrative for our school, so we'd love to keep them up and running.
    - If you have any Hot Lunch ideas, please email them to us, or bring your ideas to the next PAC meeting.
  - Special Events – movie nights, pancake breakfast, break the rules day, trunk or treat. We need volunteers to make these events happen!
  - Fundraisers: currently we have Mabel's Labels and the Great Little Coupon Book. Carla Soutar has been spearheading the fundraising initiatives. Look for more fundraisers to roll out throughout the year. Again, if you have more ideas – send them over to PAC (or attend a meeting!)
  - For this year, PAC would like to have a designated contact person for each committee to ensure fluid communication.
- Fundraising Ideas
  - Dance-a-thon in the gym?
- Meet & Greet Event

- September 17<sup>th</sup> : 4-7pm at the school
  - We've had some volunteers sign up but we are looking for more! We will be sending out an email later this week to organize our volunteers.
  - We will have a PAC info table with candy and some games
  - Are we able to open the gym and have music for some of the older kids?
  - Hot Dog Concession Stand – chips, drinks, freezies?
  - La Poutiniere will be on site
  - Grade 5 Grad Bottle Drive? To check in with Leanne, who organized the bottle drives for last year
- Criminal Record Check Requirements for PAC Volunteers
  - Need to be redone every 5 years. Thankfully we now have an online system:
  - <https://www.sd33.bc.ca/volunteering>
  - Access Code: **UKAGZSBMJ2**
- DPAC Alternative
  - Need to choose an alternative in case Ashley Klaassen is unable to make a meeting.
  - Meetings happen on the last Thursday of every month. Usually on Zoom.
  - Intan Kardal (kindergarten parent) has agreed to be DPAC Alternate Member. Thanks Intan!
- Set PAC general meeting dates
  - Next PAC Meeting date: Oct 6<sup>th</sup>, 2025
  - Consensus to try a virtual format for our next meeting. Chair to organize and confirm.

## 5. OPEN DISCUSSION

- Question from Carla Soutar – are we able to do a movie night this year?
  - Answer from Principal – yes.
  - Potential dates: Nov 21<sup>st</sup> (a hot lunch day) or Nov 28<sup>th</sup>?
  - Closer to Christmas time so we can play a Christmas movie
- Could we do a Trunk or Treat/Movie Night Combo?
  - No - kids are in costumes, it could get messy. Parking would also be an issue.
- Trunk or Treat
  - Emmy Kerr has volunteered to organize Trunk or Treat this year
  - Potential dates: October 23<sup>rd</sup>, October 29 (to be determined)
  - Look for a Trunk or Treat sign-up form in the near future. We will need to have a rough number of families who plan to attend, as well as if you'd like to decorate your trunk and/or donate candy.
  - Discussion of having games for the kids to play – or a Scavenger Hunt.
  - Potential for a hot dog concession stand?
- Pancake Breakfast
  - A wildly popular event for students, staff and families.
  - Potential date: Dec 12<sup>th</sup>

**6. DATE FOR NEXT MEETING:** Oct 6<sup>th</sup>, 2025. 7pm. Virtual.

**7. BUSINESS FOR NEXT MEETING**

- Confirm date for Pancake Breakfast
- Signing of the Code of Ethics Policy for DPAC Alternate
- Approve minutes from June 2025.

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**8. ADJOURNMENT:**

Motioned – Emmy    Seconded -    Rachelle  
Time: 8:00pm