



**CHEAM PAC Meeting**  
Date: November 3<sup>rd</sup>, 2025  
Time: 7pm  
Location: Virtual - Zoom

## **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, Emmy Kerr, Ashley Klaassen, Tanya Cannon, Carla Rozendal, Alicia Kauffman, Kaitrin Vit, Iain Gardner, Nicole Choi, Alyssa Blondin, Abby Van Schagen, Intan Kardal, Erin Woelders

### **1.3 Ensure Quorum**

- Four executive members are present, quorum has been established

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

- Motion – Ashley Klaassen
- Second – Alyssa Blondin

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

- Motion – Ashley Klaassen
- Seconded - Megan Melnyk

## **2. REPORTS**

### **2.1 Principals Report**

- Congratulations on making Trunk or Treat such a successful event! Lots of good feedback and participation and the weather held up! (The Secretary gave a shout out to Alicia Kauffman for her creativity and hard work setting up the games area).
- I followed up with Kirk Savage (SD33 Assistant Superintendent) and Amy Dhanjal (SD33 Communications Director) regarding the opening of the new Rosedale Elementary and the potential closure of Cheam Elementary. An official proposal will be taken to the Board of Trustees in January. The Board of Trustees will likely request the proposal to be taken back to the community for feedback. This consultation process should happen within 60 days. This information will be taken back to the Trustees, and they will make their final decision based on community feedback. The Trustees' final decision is expected to be made at their June 2026 meeting. I'd like to emphasize that there will be many more opportunities to provide feedback before the final decision is made.

- The date of the Trandansa performance is December 11<sup>th</sup> at 1pm. Since Pancake Breakfast is the next day, volunteers can begin decorating the walls of the gym (please keep the floors clear until after the performance).
- PAC to send out an email requesting decorations for the walls from the teachers starting next week.

## 2.2 Treasurers Report

- Not much has changed this month. An increase in Hot Lunches as the dates come closer. Fundraising went up as well with Trunk or Treat Concession which made \$658.50 (some expenses may still come out of this).
- Vice Chair commented that the School District Grant was still not in the account. Chair stated she was going to submit it but was missing a document. Secretary has the document, and Chair will follow up with the application for this grant.

<b>2025-26 Year to Date</b>				
<b>ITEM</b>	<b>APPROVED</b>		<b>ACTUAL</b>	
<b>INCOME</b>				
Gaming Grant	\$ 4,800.00		\$ 4,940.00	
Hot Lunches + Milk Program	2,500.00		1,794.90	
Fundraising	2,500.00		1,985.27	
SD PAC Grant	150.00			
<b>Total Incomes</b>		<b>\$ 9,950.00</b>		<b>\$ 8,720.17</b>
<b>EXPENSES</b>				
			<b>Spent</b>	<b>Remaining</b>
Athletic Department	800.00			800.00
Classroom Support (\$250/division + EA)	3,250.00		99.81	3,150.19
Field Trips	4,000.00			4,000.00
Library	700.00			700.00
Special Events Committee	750.00			750.00
Staff Appreciation	300.00			300.00
BCCPAC Membership	850.00			850.00
World Book Day (books for families)	1,250.00			1,250.00
Yearbook software	200.00			200.00
Munch-a-lunch fee	370.00			370.00
Miscellaneous costs	300.00			300.00
Grad Fund	850.00			850.00
FoodSafe Certification (Level 1)			-	-
Fruit Program			-	-
		<b>13,620.00</b>	<b>99.81</b>	<b>13,520.19</b>
<b>Net Income/Loss</b>		<b>-\$ 3,670.00</b>	<b>\$ 8,620.36</b>	

## 2.3 DPAC Report

- Parents have expressed frustration with FSA rollout and the lack of information/transparency
- The school board is actively reviewing the informal closure discussions that impact Cheam Elementary and the French Immersion Program. The board will begin its formal introduction to consultations at the January board meeting with additional formal consultations to occur February-June
- Rohan Arul-pragasam (Superintendent) was in attendance where he presented the district's Strategic Educational Plan which can be reviewed here: <https://sd33.bc.ca/strategic-plan>

- Every school in School District #33 will issue an individual "school growth plan" which will be live on October 31st on individual school websites
- Cheam Elementary's School Growth Plan can be viewed [here](#).
- A concerned parent asked about the district literacy intervention plan:
  - The District is focused on providing early literacy interventions to ease transitions
  - Specialized early intervention literacy teachers are active in the district, working with school teachers to ensure that specialized literacy needs are addressed
  - Early intervention literacy teachers work a 5-pillar approach in conjunction with classroom teachers
- I specifically asked if a similar early intervention plan existed for French Immersion:
  - District doesn't have enough qualified staff to consistently offer early literacy intervention for French Immersion students
  - Literacy intervention in French Immersion classrooms is largely reliant on the classroom teacher
  - District's HR is actively looking for French Immersion support staff
- Reminder of the Inclusive Education Guide for parents/guardians of kids with complex care/support needs is an excellent resource to navigate School District #33 <https://www.sd33.bc.ca/sites/sd33.bc.ca/files/2025-09/2024%20Inclusive%20Education%20Manual%20Compressed.pdf>
- District wide there is a problem with racism - the district is working to address these issues which includes focusing on initiatives that promote inclusion
- Cheam Elementary has authorized displaying our PAC email on the DPAC website to increase accessibility/visibility at the district level
- DPAC is under going a branding change - they've asked for consultation to shore up their vision, goals, purpose and mission statements. They've also asked for input on their proposed logo.
- DPAC has suggested that PAC emails include an official PAC signature which includes the school name for clarification purposes
- Chilliwack PAC membership summit open to PAC members:
- [https://bccpac.bc.ca/index.php/events/summit?fbclid=IwY2xjawNxDfIleHRuA2FlbQIxMABicmlkETFCME5qS29OUHNhaG0yempBAR74Vba\\_iBO6hrHyikWekllqvFBcAbGyxbDhCE18TlJrKXeGw29yRTqZD\\_UnWA\\_aem\\_nSHPw0EMN43vEA7i7riwRQ](https://bccpac.bc.ca/index.php/events/summit?fbclid=IwY2xjawNxDfIleHRuA2FlbQIxMABicmlkETFCME5qS29OUHNhaG0yempBAR74Vba_iBO6hrHyikWekllqvFBcAbGyxbDhCE18TlJrKXeGw29yRTqZD_UnWA_aem_nSHPw0EMN43vEA7i7riwRQ)
- DPAC wants to know how much of our school budget is going toward food programs - is our food program being supplemented? Are there any supply gaps?

## 2.4 Committees Report(s)

### Special Events:

- Trunk or Treat was discussed during the Principals Report.
- Upcoming Special Events: Movie Night (Nov 28<sup>th</sup>) and Pancake Breakfast (Dec 12<sup>th</sup>)

### Hot Lunches:

- Continuing to go well. Lots of volunteers have been available to hand out lunches.

**Fundraising:**

- We will officially close Mabel's Labels
- Neufelds is accepting orders until November 5<sup>th</sup>. Pick up day is November 13<sup>th</sup>.
- Art Cards by Kids – students have completed their artwork, and they have been shipped off to the company. Order links should be available in the near future.

**Yearbook:**

- Three parents are working on the yearbook.

**Grade 5 Grad:**

- The grade 5 Grad committee has many parents involved
- A committee member suggested Mitchell's Soup Fundraiser. PAC is in favour of this. Another committee stated Mitchell's may not have availability until January. Grad committee to follow up.

**Bulletin Board:**

November should be up soon. Chair to follow up with this committee.

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

**3.1**

- Quotes for new athletic wear
  - As per Gavin McDonald, we currently have 9 Cheam t-shirts and 4 basketball jerseys, so there is a need for more. Chair to confirm with Mr. McDonald exactly how many items are needed.
  - Email to be sent out to the Cheam community to bring back any t-shirts or jerseys that are at home. Will also be included in the Sunday PAC email.
  - Quotes: Cheam Sports (\$23/shirt) and Sport Factor (\$22/shirt).
    - What is the timeline for when these will be done? Chair to confirm.
    - A parent stated it would be great to have the jerseys for springtime as this is when a lot of the big events take place
  - Suggestion to allocate the funds of one movie night concession to the purchase of new athletic wear.
- Renewal of the Movie License
  - School district has a license to show movies within the classroom, but for larger public events a separate license must be purchased (cost: \$425 plus tax)

- Motion to purchase the movie license with intent to have a least three movie nights over the year to cover the cost
  - Motion to Accept: Megan Melnyk
  - Seconded: Ashley Klaassen
- Vote: all in favour of PAC hosting three movie night events this school year and allocating the fundraising efforts to:
  - 1. Grade 5 Grad (Nov 28<sup>th</sup> movie night)
  - 2. Athletic Wear
  - 3. Movie License
    - All Hands were raised, all in favour

#### **4. NEW BUSINESS**

##### **4.1**

- Pancake Breakfast Organization (Dec 12<sup>th</sup>)
  - Initial email has been sent out, lots of interested volunteers but no one to take the lead.
  - Vice Chair, who has lead Pancake Breakfast for many years, offered to take the lead alongside Chair with the hopes that another volunteer would work with them and learn the ropes.
    - Alicia Kauffman has agreed to join Tanya Cannon and Megan Melnyk and spearhead Pancake Breakfast organization.
  - Anyone else wishing to volunteer can send an email to PAC
  - DPAC Rep offered to make posters for this event
  - Carla Soutar and Angela Tjepkema have done purchasing for the past few years and have offered to do this again.
  - A kindergarten parent asked about the timeline for pancake breakfast – Chair explained that it is divided into two or three sittings, first starting around 10am and the second around 12pm. Volunteer commitment is for most of the day.
- Allocation of the grade 5 grad funds
  - Each year, the Grade 5 grad committee receives funding from PAC. As per the approved agenda, the 2025, 2026 and 2027 grad classes did/will each receive \$850 from PAC. Additionally, the Grade 5 grad committee holds a separate account containing funds from their fundraising efforts and what parents pay. There are often leftover funds in this grad account, which is to be passed down to the next graduating class. However, the account this year has a much more substantial surplus.
  - There was discussion among Chair and Vice Chair around how these funds should be allocated. For the purpose of clarity, both Chair and Vice Chair have provided a statement on their personal views with regards to this manner:
- Chair Statement:
  - “I recommend that the excess funds currently held in the Grad Account—which is a new phenomenon for us—be distributed equally between the

2026 and 2027 graduating classes. This money is excess money parents paid in 2025 and from a bottle drive initiative from the 2025 grad class. While the final amount may exceed the original projections outlined in the Grad Account, the total available funds should be divided equally among all students currently enrolled in Grades 5 and 4. This will ensure that each student receives an equal per-student allocation from the available balance”

- Vice Chair Statement:

- “At the end of last year the grad committee believed they had around \$200 more than they planned to spend. The group agreed they did not want to spend money just to spend it and the money wasn’t enough to cover some of the ideas they had and so decided to leave what was left of the money to the next group, assuming the money wasn’t needed to support any student’s with their fees. It is common to leave a little money (usually less than \$100) to the next grad committee. This September, 2025, there was a deposit made to the grad account for \$420, meaning last year had more money than they thought. This money came from bottle collection throughout the school year. This money raised is fundraised through the grad committee. The grade 5 parents plan a celebration for the grade 5 students, usually at Camp Charis, sometimes at Cultus lake. In order to reduce the cost to each family the grade 5 parents have the opportunity to fundraise as much or as little as they can. It is unusual that \$600 is left in the grad fund to roll over to the next year’s grad committee, but this year also has a much larger grad group than last year and next year. Last year the grad committee received \$850 from PAC, divided by the 30 students who graduated, PAC gave each grad student last year \$28. This year there is projected to be 46 grad students, with the potential for more to join before June. With this substantial increase in grade 5 students, that reduces the amount PAC funds each student to \$18 per student. Next years grad students are projected to be around 34 students, meaning PAC will be supporting each student by giving them \$24 each, assuming that the PAC Budget Committee does not increase the grad budget in an attempt to reduce our bank contingency fund with the assumption that the school will close at the end of the 2026/2027 school year. And so, with this roll over money from last year’s grad group to this year’s group actually evens out the discrepancies between how PAC supports each grade 5 student. This year’s grad group also fully intends to continue its bottle collection fundraiser until the end of the year, even after grad fees have been paid, to ensure there is money that will roll over to next year’s grad group. I want to stress that the fees paid year to year by graduating parents is heavily based on what grade 5 parents plan and how much they fundraise throughout the school year and is not based on funds given to grade 5 students from PAC raised money.”

## 5. OPEN DISCUSSION

- Question from a parent about the organization of the concession stand for the first movie night (Nov 28<sup>th</sup>)
  - The Grade 5 Grads/Committee will run the concession stand and receive the funds associated with it.

**6. DATE FOR NEXT MEETING:**

- December 1<sup>st</sup> – virtual 7pm

**7. BUSINESS FOR NEXT MEETING**

- Finalize Pancake Breakfast

**8. ADJOURNMENT:**

Motioned - Ashley Klaassen

Seconded - Emmy Kerr

Time: 8:24pm