



## **CHEAM PAC Meeting**

Date: Dec 1, 2025

Time: 7pm

Location: Virtual (Zoom)

### **1. CALL TO ORDER**

#### **1.1 Welcome & Acknowledgements**

#### **1.2 Attendance**

Emmy Kerr, Tanya Cannon, Alyssa Blondin, Megan Melnyk, Rachelle Pinch, Nadine Mackey, Intan Kardal, Carla Rozendal, Ana Lawrence

#### **1.3 Ensure Quorum**

We established quorum, 5 executives were present

**1.4 Approval of Agenda:** Motion - Rachelle Seconded - Megan

**1.5 Approval of Minutes from previous meeting: (Nov 03 + 20)** Motion - Rachelle  
Seconded – Alyssa (3<sup>rd</sup>) and Megan (20<sup>th</sup>)

### **2. REPORTS**

#### **2.1 Principals Report**

- Congratulating the volunteers for the movie night – it was a very successful event.

#### **2.2 Treasurers Report**

- Hot lunch fundraising efforts continue throughout the year
- We've already met our forecasted fundraising goal
- One classroom support reimbursement was provided.

#### **2.3 DPAC Report**

- Next scheduled DPAC meeting is Thursday, December 4<sup>th</sup> – a report on that meeting will be given at the January meeting.

#### **2.4 Committees Report(s)**

##### **Special Events:**

##### **Hot Lunches:**

Hot Lunches are going well. Lots of parent volunteers. Special thanks to Carla Soutar for her continued work supporting this popular program!

##### **Fundraising:**

Art For Kids cards are being processed. Once processed, they will be shipped directly to the school from Abbotsford. Ordered cards will be sent home with the students.

##### **Yearbook:**

##### **Grade 5 Grad:**

##### **Bulletin Board:**

- Looking for more parent volunteers to assist with putting this together. PAC members to reach out to volunteers who had previously expressed interest in assisting with the bulletin board
- If no other volunteers can assist, the bulletin board will be completed by December 8th

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

#### **3.1**

- Pancake Breakfast
  - Lots of volunteers
  - Having a hard time getting orange juice
  - Emails are ready for the different volunteer groups
- PAC Chair vacancy
  - Emmy Kerr is sitting as acting Chair
  - Ashley Klaassen is acting as secretary for the purpose of this meeting
  - New PAC member Anna – welcome!
  - Emmy has been appointed as PAC Chair. All executives voted in favour.
  - The role of Secretary is currently vacant. PAC to issue an open call to fill this position.

### **4. NEW BUSINESS**

#### **4.1**

- Consent Agenda
 

A Consent Agenda is a meeting tool used by committees to streamline routine business. Ashley Klaassen presented how a consent agenda works and identified how it could be useful for Cheam PAC to free up meeting time for discussion. A consent agenda bundles routine agenda items with a single motion and vote. Any member can remove any item from the consent agenda, if they feel it warrants further discussion.

PAC members have agreed to try applying a consent agenda to the January meeting to see if supports the goals of Cheam PAC.
- Muddy Buddy request from Mrs. Zacharias
 

Mrs. Zacharias has requested \$1400 for 60 Muddy Buddies for kindergarten students to better equip them for inclement weather.

PAC has requested more information on the following:

  - Planning for storage, cleaning, sizing
  - Communicating with parents/guardians about supplying weatherproof clothing
  - PAC will further the discussion at the next meeting
- PAC Virtual Meeting Instructions
  - PAC has compiled a policy document to support parents/guardians who wish to join virtual PAC meetings
  - The document is currently in a draft format and will be circulated to PAC executives to review
- Date for February Movie Night

- Friday February 20<sup>th</sup>
- A Friday in March?

## **5. OPEN DISCUSSION**

5.1 The school district automatically issues a grant to PAC, based on headcount. In previous years, PAC had to submit a copy of the constitution and bylaws; however, this procedure is no longer required.

5.2 New school jerseys will be available for school use on December 12<sup>th</sup>, 2025

## **6. DATE FOR NEXT MEETING:**

Our next meeting is tentatively set for January 12<sup>th</sup>, 2025, at 7:00pm - pending school confirmation.

PAC has elected to host virtual PAC meetings for January and February due to the potential for inclement weather.

## **7. BUSINESS FOR NEXT MEETING**

7.1 Movie night – finalizing dates

7.2 Follow up on Muddy Buddy request

7.3 Zoom PAC meeting document to be approved

7.4 Constitution and Bylaw Committee to rewrite them

7.5 Grade 5 Grad Committee update

## **8. ADJOURNMENT:**

Motioned – Rachelle Pinch    Seconded – Alyssa Blondin

Time: 8:07