

**Seaforth Parent Advisory Council (PAC)**

**October 2024 Annual General Meeting (AGM) Minutes**

<b>Date, Time &amp; Location:</b>	17 October 2024, 7-8:30pm, Zoom virtual meeting		
<b>Attendees:</b>	<ul style="list-style-type: none"> <li>• Anthony Yam</li> <li>• Dan Cabral</li> <li>• Brea Sami</li> <li>• Wendy Jang</li> <li>• Alison Cuvier</li> </ul>	<ul style="list-style-type: none"> <li>• Céline Sutherland</li> <li>• Connie Hobbis</li> <li>• Phoebe Xia</li> <li>• Zora Kotur</li> <li>• Alenka Dahan</li> </ul>	<ul style="list-style-type: none"> <li>• Amir Tavakoli</li> <li>• Kelly Fang</li> <li>• Emily Cronk</li> <li>• Melia Kinkade</li> <li>• Tammie</li> </ul>

Item #	Topic	Discussion	Action Required
1. <i>Report Updates</i>			
1a	Welcome and meeting objective – AGM & Budget	<ul style="list-style-type: none"> <li>• Welcome to PAC Members to AGM</li> <li>• Primary objective is to select PAC Executive committee and discuss/approve budget</li> </ul>	
1b	Principal Report	<ul style="list-style-type: none"> <li>• There is a skill assessment currently happening for the grade 4's and grade 7's classes to test their reading, writing and numeracy skills. The assessment will continue until the end of November.</li> <li>• Halloween festivities happening this year is an assembly that will start first thing in the morning. A Halloween parade will start after the assembly. The Halloween parade will be around the community but will pivot to an indoors parade if the weather doesn't permit.</li> <li>• Photo retakes will be on October 28th.</li> <li>• The cross country season just finished. Seaforth did very well, with the kids having fun with a great turnout this year.</li> <li>• The volleyball season started. The first games started the week of October 14th. The boys team played against Lyndhurst. The girls team hasn't played yet since Lyndhurst doesn't have a girls team. The volleyball season will go through the end of November</li> <li>• The Big BC Shake Up (the earthquake drill) was on October 17. Ms. Lloyd went on the PA with the earthquake sounds to practice duck and cover in case of an earthquake.</li> <li>• Parents might have received a letter regarding lockdown drills from the school district. A date hasn't been selected yet but the staff is thinking of having the lockdown drill in November.</li> </ul>	

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		<ul style="list-style-type: none"> <li>• School leadership will be putting together Christmas hampers. Every year leadership works with a purpose society and they will identify 21 families that need support this Christmas. Each class will put together a hamper to provide for the families. One parent per division will be asked to support each teacher. The Christmas hamper will start after Remembrance Day and end around the Jingle Bell Walk. Purpose society is asking for no cash, just gift cards this year. More information to come. If there are any immediate questions, please direct them to Stephanie Ng (Grade 2/3 teacher) who is leading this project with leadership.</li> <li>• Ms. Lloyd has been focusing on 5 values that describe Seaforth. The students have come up with 5 words and the staff has also come up with 5 words. The next step is to reach out to the parents for 5 values. Please reach out to Anthony/Holly with the values. Reps from each group will come together to narrow down to 5 words. The 5 words will become our value words as we look at putting together a new mural for the school that will be completed by Indigenous artist, Austin Harry. He will be painting an Indigenous mural in the hallway that will incorporate Seaforth's 5 values.</li> <li>• Seaforth is also looking at recreating the school logo. We have the Seaforth Sabres but we don't have something that's consistent through the school with the different jerseys. Seaforth Sabres will still be used but we're looking at a way to incorporate the 5 values as well.</li> </ul>	
<b>2. AGM - Executive Committee</b>			
2a	Election of 2024/2025 PAC Executive Committee	<p>The following nominees were elected to the 2024/2025 PAC Executive Committee at the meeting:</p> <ul style="list-style-type: none"> <li>• Chairperson - Dan Cabral &amp; Brea Sami</li> <li>• Vice Chairperson - Aliyah Walji</li> <li>• Treasurer - Alison Cuvier &amp; Céline Sutherland.</li> <li>• Secretary - Wendy Jang</li> <li>• CPF (Canadian Parents for French) Representative - Zora Kotur</li> <li>• DPAC (District Parent Advisory Council) Representative - Omnia Elzahar</li> <li>• Members at Large - Sheena Vail, Shilpi Shah, Connie Hobbis, Phoebe Xia, Irene Libby, and Emily Cronk</li> </ul>	<b>Action:</b> 5 votes for Members at Large to be waived until next meeting

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		<ul style="list-style-type: none"> <li>The following votes for the Members at Large will be postponed until next meeting on attendance – Sabrina Bachra, Darwin Burns, Betty Hoang, Rebecca Broadhead and Anna Wang</li> </ul>	
2b	Budget Presentation & Approval	<p><i>2022/2023 Budget Surplus Carry Over</i></p> <ul style="list-style-type: none"> <li>Motion carried</li> </ul> <p><i>2023/2024 Budget</i></p> <ul style="list-style-type: none"> <li>Will be carried over to discuss at the next meeting</li> </ul> <p><i>2024/2025 Budget presentation and approval</i></p> <ul style="list-style-type: none"> <li>The 2024/2025 budget was motioned to approve by Tammie and seconded by Dan.</li> <li>Hot lunch proposed at \$12,400</li> <li>Popcorn sales proposed at \$500</li> <li>Art Cards proposed at \$1,500</li> <li>Sports Day Concession proposed at \$300</li> <li>Shutterfly/Labels proposed at \$1,500</li> <li>Yearbook proposed at \$1,400</li> <li>School District PAC Grant proposed at \$200</li> <li>Holiday Market proposed at \$800</li> <li>Parent Donations proposed at \$1,800</li> <li>Family Photo Night proposed at \$800</li> <li>No plans to do Readathon or Carnival this school year</li> <li>Budget is \$21,200 on spending</li> <li>Phase 2 of the playground usually comes from the surplus. Phase 2 of will be an outside learning space. The cost estimated for Phase 2 is \$30,000-\$50,000. Phase 2 items can be purchased in series, as the items don't need to be purchased all at once.</li> </ul>	<b>Action:</b> 2023/2024 budget will be carried over to discuss at next meeting
<b>3. Fundraising &amp; Events</b>			
3a	Welcome Chairperson Remarks	<ul style="list-style-type: none"> <li>Dan is excited to come back and carry on working with everyone</li> <li>Brea is also excited to be back again this year</li> </ul>	
3b	2024/2025 Fundraisers and Events (see list below)	Possible Upcoming Fundraisers and Community/Education Events:	
3c	Art Cards	<ul style="list-style-type: none"> <li>Art Cards was collected on Monday, October 21</li> </ul>	

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3d	Family Photo Night	<ul style="list-style-type: none"> <li>• There has been 2 nights of Family Photos</li> <li>• A 3rd night was added for October 28</li> </ul>	
3e	School Swag	<ul style="list-style-type: none"> <li>• Sales closed on October 17</li> </ul>	
3f	Popcorn Fridays	<ul style="list-style-type: none"> <li>• Popcorn Fridays have begun. The new machine that was purchased by PAC is running great</li> </ul>	
<b>4. General Housekeeping</b>			
4b	Next Meeting	Next Meeting – Thursday, 16 January 2025	