



## HD Stafford Middle School PAC

20441 Grade Crescent, Langley, British Columbia, Canada V3A 4J8  
website: [www.hdsms.sd35.bc.ca/parent-community/pac/](http://www.hdsms.sd35.bc.ca/parent-community/pac/) email: [hdsmspac@gmail.com](mailto:hdsmspac@gmail.com)  
"Creating a unified, engaging, CULTURE OF CARE for our students."

### HD Stafford Middle School PAC meeting minutes

September 14, 2022

In attendance: Cathy Worrall, Gina Twellmann, Chantale Hubbs, Alex Joehl, Carmen Phelan, Cindy Chung, Sarah Preston, Solanlle Panguinao, Kelly Deboer, Ashley King, Anton Hurinova, Maryna Hurinova, Viktoriia Hatsula, Tania Saulnier, Kimberly Massa, Kristina Paters, Ciara Barber, Reena Gupta, Usha Rai, Melanie Dagleish, Awind Yadaï, Cameron Drinkle, Felicia Pecchia, Kelly Beaton, Elena Khlebina, Nicoline Morgan, Peter Coles, and John Hantke(principal)

Called to order at 6:47pm

"We join together tonight on the unceded territories of the Katzie, Kwantlen, Semiahmoo and Matsqui First Nations. We honour their grandfather teachings of love, respect, courage, honesty, wisdom, humility and truth: and thank them for the lands we share."

#### **I. Approval of previous minutes and agenda**

- A. Motion to approve May 4, 2022 PAC Minutes by GT, 2<sup>nd</sup> by CH, all in favour.
- B. Motion to approve June 1, 2022 PAC AGM Minutes by SP, 2<sup>nd</sup> CC, all in favour.
- C. Motion to approve Agenda with General Discussion added after Budget approval by GT, 2<sup>nd</sup> by CW, all in favour

#### **II. Introduction of Executive:**

- A. President- Gina Twellmann 2<sup>nd</sup> year
- B. Treasurer- Carmen Phelan 2<sup>nd</sup> year
- C. Secretary- Cathy Worrall 3<sup>rd</sup> year
- D. Vice President- Alex Joehl 2<sup>nd</sup> year
- E. DPAC Rep- Chantale Hubbs 3<sup>rd</sup> year

DPAC is a District PAC for all schools in the Langley school district and above the DPAC there is BCCPAC which is the provincial wide PAC.

F. Members at Large- Solanlle Panguino, Lisa Tatarniuk, Cindy Chung

G. Committees & duties

- 1. Munchalunch (Hot lunch) - Cathy
- 2. PAC Board- Gina will take care of for now
- 3. Social Media- Gina/ Chantale/ Cathy
- 4. Hawk's Nest- Lisa T
- 5. Popcorn- Lisa T
- 6. Event Planning- Sarah Preston
- 7. Fundraising- Cathy
- 8. Long Term Planning- Currently Chantale but she wants to step aside and let some grade 6 parents take over

#### **III. Housekeeping and old Business**

- A. Make sure email addresses are up to date and that your name and photot are assossiated with your PAC email address.
- B. Executive and committee members are using Google Drive.
- C. Use of e-transfer- Carmen is having a meeting with G&F bank to organize our ability to accept

and send e-transfers

D. President- send out PAC letter to parents Friday with Purpose of PAC, who we are, past pictures, how to find us on social media, and the online donation via school cash on line

E. Update PAC section of school website

F. Photocopying code: working on getting it for our use

G. School check in procedure for PAC/ volunteers/ visitors

Everyone who is entering the school must report to the office where they will receive a visitor badge which must be worn.

H. DPAC/ BCCPAC fees for 2022/23, Carmen will take care of

I. Teacher expense packages. Carmen will take care of

#### **IV. School Reports:**

A. **Principal: John Hantke** Welcome and he is very excited to see so many people here tonight to support our PAC. A weekly newsletter is sent out weekly on Sundays called “The Scoop” if you do not receive the email link with The Scoop please contact the office and they will assist with getting it. The Scoop can also be read via the school website. This year the students have grown from 639 to 710 at the start of year.

Facilities: The large gym has been completed, last fall and floor and logo were completed and since May, Dean Lauze (local artist) has been working on the murals for all 4 walls, It is completed and looks amazing, within the murals all Stafford feeder schools along with LSS are represented. Will look at making a video to show all families the completed project but best way to see is to come support Stafford at an upcoming game/event.

The lockers are almost done, hopefully they will be finished by Friday and students will be able to get a locker by Wednesday. The school will supply the combination locks used and will spend time helping make sure all new students know how to open their locks. Each teacher will have a master list of all the combinations for the classroom. The lockers are all situated just outside the doors of the student’s home classroom. The students are encouraged to decorate and make their lockers their own, but whatever they put on will have to be able to be removed in June.

The vinyls are here and hopefully will be put up around school before Thanksgiving.

This year there are 4 SEA's and 3 resource staff added at the school.

The extra clubs at the school should be starting soon. There will be a schedule sent out with dates, times and location of the extra clubs so that students and families can see what is happening. This will also be posted on the Website as well as through The Scoop.

WEB (Where everyone belongs) leaders are grade 8 students who help out around the school, assist the grade 6's, peer tutoring, breakfast program, etc. This year they will also have a chance to go to our feeder schools to help out with activities there.

The Breakfast program will be starting up again with hot breakfast available for all students in the community room from 8-8:30. It is funded by Breakfast Clubs Canada but needs parent volunteers to cook, serve and clean up.

The breaks during the school day are a quick 15 minute recess in am, for lunch students have 13 minutes eating time and then 22 minutes outside. There are some teachers that allow eating during class time and some don't. Lack of eating time has been an ongoing issue at the school.

**B. Vice Principal: Erin Favero** not in attendance.

As per Mr Hantke The VP role at school is health and safety at school (Students and Staff) The VP and Principal work well together and make a great team.

**C. Community Coordinator: Kinder Sander** (not in attendance)

As per Gina T. There are 2 events coming up and how the community is supporting families that have

just arrived in Canada and families in need. Through Glenwood elementary families can book an appointment to get hygiene supplies, clothing, and shoes. There is a program through the schools, SWIS teams (settlement workers in schools) which help with transportation, English classes, employment, looking to see if they can set up a social page so that families from same countries can connect. Kinder does have school supplies for students who need it and also there is a lunch program at the school for students in need (need to sign up with Kinder). The breakfast program is open to all students at Stafford, There will be some after school clubs set up for new to Canada students. Kinder also has some bikes which are available. On October 19 there will be a Resource Fair for families. Not sure exactly what that is so check the Scoop for more info. There are plenty of community supports around to help.

There will be a Fall Fair at the end of October starting at 4:30 ( has been cancelled), The PAC will be a part of that so we will discuss later. Also there is a Meet the Teacher BBQ evening on September 22, which we will discuss PAC involvement.

## **V. Executive Reports & New Business**

**A. President-** Gina T, 2<sup>nd</sup> year on the PAC as president, being part of the PAC helps get to be connected to the school. All meetings will be in person.

1. Proposed PAC meeting dates- 6:30 pm in the HD Stafford Library, all Wednesdays

Sept 14, Oct 12, Nov 9, Jan 11, Feb 8, April 12, May 10, and June 7 {AGM}

2. Proposed PAC Executive Meeting dates

Sept 7, Dec 7, March 1, June 21

3. Use of BBQ- set expectations, to keep us aware if it is being used, if you use the BBQ you have to clean it after and refill the tanks, so that it is clean and there is propane for next use, also if they can let us know if one of the accessories get damaged so that we can replace the item.

4. Keeping healthy options in mind during events, fundraising and school activities discussion, the new provincial mandate has not gone through yet, we are still business as usual in regards to our hot lunches and fundraisers. Some teachers hand out treats and chocolate bars so if there is any concern you can mention it your child's teachers.

**B. Vice President-** Alex J, nothing to report

**C. Treasurer-** Carmen P,

As of now the General Bank account is at \$14,694.93 and Gaming account is at \$9,224.74, There are still 3 cheques issued from last year which have not been cashed yet \$28.25.

**D. Secretary-** Cathy W. Nothing to report

**E. DPAC Rep-** Chantale H,

First DPAC meeting is Sep 22 at the SBO

- I will be there to represent HDS but all are welcome
- There will be snacks and childminding
- Speaker from Foundry – for youth and their caregivers. Parent support group on Tuesdays 5:30-7pm
- DPAC meetings will alternate between online and in person
  - Third Thursday of every month except December and March
- Tents available – principal can book a work order through maintenance
- November & February – presentations on inclusive education
  - newly diagnosed then currently in the system

- Also discussion about a future presentation on reporting system
- Treasurer and PAC 101 - October 18 7-9pm
- Parent Ed – mental health: anxiety / depression, social emotional – how to make friends, how to pick up on social cues
- Tim Horton's cookie smile campaign proceeds going to Foundry
- BCCPAC – dues due
- Hot button topics:
  - loss of ABTB
  - municipal elections (includes School Trustees)
  - \$2.1m hardship fund – waiting for answers

## VI. Committee Reports & new business

### A. **Hot Lunches:** by Cathy W,

All overpayments have been entered back into accounts on Munchalunch \$259.59.

Waiting to confirm hot lunch dates with Mr Hantke, once confirmed will get vendors and post on Munchalunch and send info to families. Last year we had Subway, Little Caesars, Taco del Mar, and TCBY. Hoping to have 9 lunches (1/month). If all goes good first date should be Oct 14. Will use Munchalunch platform for ordering with online payments, also option for cheque or cash, leave money in PAC Box with order number and student's name and division.

### B. **Popcorn** by GT,

Lisa will confirm dates, probably 1/month will be \$1.00 per bag, and students will bring cash to school on dates, no advance ordering this year

### C. **Hawk's Nest:** by GT,

Lisa will confirm dates and check on inventory left from last year, Will be 1/month where students can bring money to school and buy treats at beginning of lunch. Last year selling, Bubbly, chips, cookies, goldfish, pop its, etc.

### D **Fundraising:** by CW,

For the year: a) Community Values Coupon Books, Selling from Sept 16- Sept 29, \$30 per book and the PAC receives \$11.50 per book. Will have a table at the meet the teacher BBQ selling books. There are incentives for the students selling books. The class with the most sales will get a pizza lunch. There are over \$5500 in savings available in the book.

b) Christmas photos, still trying to arrange a date or 2 in November, Families will book a sitting time and pay a sitting fee which will be ours to keep.

c) Growing Smiles- Poinsettias and greenery for Nov/Dec, still trying to organize a date.

d) Purdy's will be a order cut-off of Nov21 and pick-up Dec 8 campaign #59343

e) Neufeld's (meat, appetizers, and cookies) will be in May

f) Card making may happen in the spring (tabled for now)

g) Ongoing M&M meats, mention HD Stafford at checkout and we get a %

COB's bread, mention HD Stafford at checkout and we get a %

First Aide Hero's (Baby sitting course and home alone course) we get a %

h) Krispy Kreme: Sales at the Fall Fair. Presales via Munchalunch and then individual and by the dozen available at fair.

Will look at getting a list together for the Scoop and website about the ongoing PAC fundraisers and the ones that are band or athletic events. The athletic department has an ongoing recycling bottle drop off. The band does gift card sales.

Suggestion for future fundraiser: Social media silent auction. Will look into for the New Year, not much

FR in Feb/March.

**VII. Events & New Business:**

**A. Events for the year:**

1. Scholastic Book Fair, passed on to the librarian Erin Jones to run
2. Thank- you teacher's breakfast -June no profit
3. Stafford Olympics (sports Day) concession – June profit
4. Movie Night (Spring Event) - March profit
5. Winter Dance - January 20, no profit ( will need parent chaperones) Feel this is an essential event, the grade 8's have missed out on dances through school and community events for the past 2 1/2 years and this is their last year for one.
6. Fall Fair –**HAS BEEN CANCELLED** End of October (school led) this is a community event supported by different local churches. There is usually a free hotdog BBQ, popcorn, cotton candy PAC will put on a paid concession, cake walk and Krispy Kreme donut sales - profit
- 7 Meet the teacher BBQ - Sept 22 (collaboration) outside in the courtyard. PAC to make Hotdogs for staff and families, help with set up and clean up.

Will have a table set up for coupon book sales.

no profit, but will get PAC exposure and hopefully get more families involved with the school.

**VIII. Discussion and approval of PAC budget:**

A. General Budget: class room supplies is \$2100 divided equally with each division (28).

Motion to approve by Kim M, 2<sup>nd</sup> by Alex J. (approved by all) see attached budget

B. Gaming Budget (tabled till next PAC meeting)

**IX. General Discussion**

**X. Next Meeting Date: Wednesday Oct 12, 2022, 6:30 pm in the HD Stafford library**

Meeting adjourned at 9:02pm