



HD Stafford Middle School PAC

PAC Minutes

Wednesday, May 10th, 2023

In attendance: Gina Twellmann, Cathy Worrall, Chantale Hubbs, Alex Joehl, Cindy Chung, Carmen Phelan, Kristina Peters, Ciara Barber, Marina Reimer, Michelle Greene

Meeting called to order at 6:39pm

I would like to acknowledge that we join together tonight on the unceded territories of the Katzie, Kwantlen, Semiahmoo and Matsqui First Nations. We honor their grandfather teachings of love, respect, courage, honesty, wisdom, humility and truth.

I. Approval of previous minutes:

A. Approval of meeting agenda

Under Old Business adding a Motion for G&F Gaming account and under New Business adding E: Gaming Infraction discussion and F: Dance Budget discussion
Motion to approve by Chantale, 2nd by Alex, all in favour

B. April 12th PAC Meeting Minutes

Motion to approve by Alex, 2nd by Gina, all in favour

II. School reports:

A. Principal – John Hantke (not in attendance) forwarded to Gina

Principal's Report May 10, 2023


HAPPY MOTHER'S DAY TO ALL OUR AMAZING LADIES ON THE PAC!

Enrollment:

We will be increasing in enrollment and will be adding new divisions to our school next year. Projected enrollment will be around 750.

Building Upgrades:

- Projectors are currently being installed in all classrooms in the school, as well as old projectors being upgraded
- Our PE equipment room will be upgraded with new flooring and cabinetry, to ensure that the new gym floor is not being wrecked by an eroding cement equipment room floor.
- New flexible furniture for our main foyer has been purchased and will be set up in a student collaboration zone.
- We have purchased multiple new appliances to upgrade the breakfast and lunch program capacity in our community room. The appliances arrive on Friday and should be installed in the coming weeks.
- It sounds as though both the theatre in foods room will be looking at getting incremental upgrades over the next year.

To the soon-to-be moms,
the should be moms, the
multiple moms, the once a
mom always a mom moms,
the mother-in-law moms,
the step-moms, the ones
without a mom, the
furbaby moms, the
grandmother moms, and
every mom
in between 

Happy Mother's Day

@thefreshdietitian

PAC Updates:

1) The PAC would like to prepare a thank you breakfast for the teachers - is **Friday, June 2nd** okay for this? Very similar to last year

- **YES this would be amazing – the PAC always do such a wonderful job and it is soooo appreciated by our staff!**

2) PAC members are asking about **Ishtar Women's Society**. I was told that they used to do a presentation at school but haven't since covid. Is this something that will be returning?

- **Ishtar Women's Society presented to every Grade 7 in January 2023 on the week of the 23-27th and presented the "violence is preventable" program to all students in the Learning Commons.**

3) Since the **PAC tents** don't have any 'home' yet, I am concerned that they will get misplaced again. Mr. Wright is thinking of a place - if you have any suggestions - please let us know. If a team asks me to borrow the tent, I need to be able to tell them where to find them. In the meantime, I have asked Lisa Tarniuk to prepare vinyls to label the large 10x20 tent with HDSMS PAC before the end of June.

- **These can be stored in the Lower Equipment Room and where they are accessible from the exterior doors.**

4) How soon can we have information about **Grade 8 grad ceremony schedule** so that students are aware and parents can block off the time on the calendar?

- **The Grade 8 Leaving Ceremony is on June 23rd and will begin at 9:30 am and run until 11:00am. Students will then be invited outside for a Grade 8 BBQ and celebratory activities – parents are welcome to stay.**

5) Please remind teachers that if they are taking students off the school property (like walking to Al Anderson or walking to get 7-Eleven slushies) that parents should be informed, even if casual and no signatures are needed.

- **The expectation is always that whenever students are taken off campus – there is a parent notice or email that is sent home informing them of this situation. We will reiterate this with the staff as the weather warms up and more classes may be taking walking field trips to the park.**

Upcoming Events to Note:

- 1) Grade 7 Camp – Tomorrow May 8th – Buses will be leaving at 8:45am – there is a real buzz in the air!
- 2) Create five transitions are going great we have now had both Blacklock and Nicomekl come through the school.
- 3) Last week we held our HD Stafford 'Speakout and Slam Poetry' school finals, and they were absolutely amazing. Staff were in tears, kids cheered, it was awesome!
- 4) May 17 we will be hosting the District championships of 'Speakout' for grade 6/7 – first time we have hosted the event.
- 5) May 24 – Grade 6 Immunizations and District Championships for Slam Poetry at Yorkson Middle.
- 6) May 31 – District Middle School Track meet
- 7) June 2 – PAC thank you Breakfast ☺!
- 8) June 6th - FV Bandits Basketball Game for all Grade 8 students in Middle schools
- 9) June 9th – **Stafford Olympics – WE need your help!**
 - a. We are hoping to have a number of PAC volunteers help cook, sort and deliver hotdogs, chips and drinks to classrooms via Food trays.
- 10) Stay Gold Car Show – June 25th – This is going to be a huge event for our school 7am-5pm
Question for John from Chantale: How many students from HD Stafford attended the IDEA summit that was held last week? And if none, Why? Gina will relay to John for follow-up

III. Old Business:

A. G&F etransfer account update

The bank account is operational, Right now the signers are Carmen, Gina, Lisa, Cathy, and Alex. Gina does not have access to be an online signer

B. Motion for G&F gaming account

Gina motions to open a Gaming account with G&F Financial with the same signers as on the G&F general account. 2nd by Chantale

Discussion was held and came to the conclusion that this needs to be done with the PAC in the next school year and not rush to get done now.

Vote was done in favour 1, opposed 7, abstained 1. Motion did not pass.

C. Stay Gold PAC concession June 25th

Waiting for more volunteers, will follow up at the June meeting.

IV. Executive reports:

A. **President:** Gina

1. Thank a teacher

Unfortunately the Virtual Thank you card to the teachers did not get a lot of support. It was late getting the info out to the parents but Kudos to Trina who didn't see the email to be sent out to parents until after she got home, but took the time to come back to school to send out.

2. Thank you:

Gina is sending out Thank you to all. Chantale for going to the BCCPAC conference. Cathy and Chantale for coming to the Grade 5 parent info night (we got 10 new members to the Facebook Hub after that event). Cathy for doing the Neufeld fundraiser. Lisa for running Hawks Nest and popcorn days. Alex, Vanessa, Sarah, Cindy and Solanlle for doing the Grade 7 camp fundraising (even though it is not a PAC event), to Sarah for her work at the Breakfast and lunch programs at the school. Sarah for organizing the admin gifts (what were in the boxes?) and to Cindy, Chantale and the students that helped with the chalk drawings. Thanks to all.

3. PAC tents update

The Large tent that the PAC purchased last year was severely damaged at the track meet 2 weeks ago. We are now down to just having the 1 small pop up shelter. Next year maybe the PAC should look at purchasing another? The tents are going to be stored in the lower storage room that has an exterior access. Will try to label for future use.

4. Munchalunch updates

Munchalunch has made some updates which hopefully will lead to more clarity for parents on when they have paid for lunches and items.

Also easier access to having multiple fundraisers at same time.

5. Langley Walk

HD Stafford won an engraved trophy for the school with the largest amount of walkers. Gina took the time to register the school and advertise on social media about the walk and to sign up as walking for Stafford. Way to go walkers!!

B. **Vice President:** Alex

Alex stated that he did none of the work for the Grade 7 camp fundraiser. It was all Vanessa, Sarah, Cindy and others. Vanessa mentioned that the pub night and fundraisers made a profit of approximately \$1900.

C. **Treasurer:** Carmen

Not much to report. Waiting on more teachers to submit their requisition forms for reimbursement.

Missing funds from the Mountain West Photo Fundraiser. Cathy will follow-up with Mountain West.

Made a separate line on the spread sheet for Krispy Kreme, figuring that it will probably be a yearly fundraiser.

D. **Secretary:** Cathy, nothing to report

E. **DPAC:** Chantale,

See attached report

Policy 1017 revision reimbursement for parent education

Motion to amend as follows:

1017 Reimbursement for Parent Education

Any parent with a child in Langley School District 35 may apply for reimbursement of funds that were spent on parent education. Parent Education is defined as: a workshop, conference, course and/or book and must be specifically designed for parent education.

Chantale brought the motion from DPAC, Discussion and voting done with all in favour.

Chantale will bring our vote back to next DPAC meeting

Motion on changes to next years Budget

Chantale brought in the proposed budget from DPAC for next year with 2 significant changes,

1. No line for food safe (pooled with parent education)

2. Covid relief funds have been deleted

Discussion and voting done, all in favour.

Chantale will bring our vote back to next dpac MEETING

V. Committee Reports & New business:

A. **Hot Lunches:** Cathy

2 more hot lunches for this year, May 26th Subway and June 12th Little Caesars

B. **Popcorn & Hawk's Nest** summary:

Lisa not in attendance will get report at June meeting

C. **Fundraising:** Cathy

1. Neufelds summary

31 orders, cost \$4263, Expense \$3398, profit \$865

Fundraisers are now done for the 2022/23 year

VI. New Business:

A. PAC Freezie Sales at Stafford Olympics/Sports Day

- Concession Stock: Have lots of freezies left over from last year, Gina will go through stock and see what else can be used and sold,
- Make room in freezer for freezies to come out of boxes and count, still have a lot of bread and buns in freezer from last year.
- Friday, June 9th volunteers needed for sales as well as help with hotdogs, chips and drinks for students. Sign-up genius will go out once we know what time frame we have for sales and hotdog distribution and help

B. Morning Teacher Appreciation Breakfast

- Volunteers 6:45am – 8am Friday June 2nd, Carmen, Cathy, Chantale, and Gina for sure right now, anyone else?
- Shopping Thursday June 1st, Gina and Chantale will do, Chantale has an Excel sheet on what was purchased previous years
- Budget \$1000
- Approx. 85 staff including office & custodial
- Doing same as last year with Breakfast burritos and sandwiches from Neufelds, hopefully some breakfast casseroles (utilizing some of the frozen bread in PAC freezer), and assortment of muffins, gluten free options, fruits, yogurt, Auzzie Bites, coffee, smoothies
- Buffet style with plates and cutlery needed
- Doing a week earlier than last year, for it works better with PAC schedules and John is OK with date

C. Admin & Janitorial gifts

- By June 23rd
- Budget left from \$250? Last year was \$153.58, waiting to get receipts from Sarah for the Thankyou gifts given to Trina and Andrea
- Will do the same kind of basket as last year, with an assortment of drinks (alcoholic and non) along with dry soup mix gourmet packages.
- 4 custodians and 4 office admin staff

D. AGM meeting & elections

1. Voting chair needed

Kristina Peters has agreed to take this on, Gina will relay the email passwords and nomination script information to her.

- hdsselections@gmail.com
- The roles are to collect nominations and chair the voting so that all have an opportunity to step forward. All votes can be a show of hands except DPAC rep which needs to be a secret ballot.

●

AGM includes regular meeting and election portion – committees & executives can give a summary at this time

E. Gaming Infraction

The PAC received an infraction notice warning May 11th with regards to the gaming license applied by an executive for the Grade 7 pub night fundraiser to be able to host their 50/50. The infraction is in reference to the toonie toss giving a bottle of alcohol as a prize. (As part of the fundraising license for charitable gaming under section 9.1 it says: The following outlines the types of prizes that are not permitted for a licensed gaming event: Liquor or alcohol of any kind (wine, beer, spirits, etc) No fine is given and the infraction was acknowledged. Gina will send a follow-up email to Gaming that we received the info.

F. Dance Budget Discussion

It was pointed out that gaming funds should not be used for profit. With regards to the gaming funds allotted to the dance, the treasurer clarified that only \$864.10 of the \$1000 allotted to the dance would be used to only address the deficit of the dance.

VII. Next Meeting Date:

- A. Wed, June 7th, 6:30pm in the HD Stafford Library – Meeting & AGM
- B. Wed, June 21st – tentative new and old Executive Meeting

Meeting adjourned at 8:41pm

Dates:

May 10 th	PAC meeting
May 10 th	Popcorn Grade 6
May 19 th	No School
May 22 nd	Victoria Day – No School
May 24 th	Hawk's Nest Grade 8
May 26 th	Hot lunch -Subway
May 31 st	Popcorn Grade 7
June 7 th	PAC Meeting & AGM
June 7 th	Hawk's Nest Grade 6
June 12 th	Hot lunch –Little Caesars
June 16 th	Stafford Olympics
June 21 st	tentative PAC executive meeting
June 25 th	Stay Gold car show

DPAC Rep Report – May 2023
April 20th, 2023

Special Presentation SD#35 Homestay Program – Brad Hendy, Homestay Manager
International student program is the 6th largest in Canada with 27 different countries into Langley. 330 homestays with approximately 600 kids. Looking for new homestays in all catchments and particularly DW Poppy area.
Homestay is seeking families! Homestay program link:
<https://www.studyinlangley.com/homestay/>

Trustee Report: Trustee Neufeld

- o Officially approved rugby Academy approved at DW Poppy. Stewart Crowley, Athletic Director is heading that up.
- o Working on final strategic plan with a final roll out in the coming months, to take us to 2026
- o Continuing to seek student transition pathways i.e. dual credit and volunteer experience.
- o Guarding lines at work survey – in depth survey to SD35 employees has gone out. Langley is above average on items relating to staff engagement and slightly above average on staff burnout.
- o Public survey sent out on SD35 budget - 40% increase in responses with 82% identified as a parent or guardian. Comments and feedback were received.
- o Student transportation walk limit study came in – if walk limits changed: Would add 8 buses to 14 routes. Would need to increase budget by \$680,000 per year if this was to be adopted.
- o Aldergrove Secondary getting a facelift with painting, coming from district budget and exterior wall upgrades occurring
- o New bus being ordered with 4 wheelchair spaces
- o New provincial grant – Feeding Futures. More information to follow

Q: is the report for increasing walk limits published for parents to read?

A: Defer to Brian Iseli – response: this will be on the next Board Agenda

Superintendent Report - Mal Gill, SD 35 Superintendent, sends regrets. Reporting in his place, Brian Iseli, Secretary Treasurer.

- o Idea Summit at Langley Events Centre is May 9th – entrepreneur showcase gives K-12 students their ability to showcase their skills and products. Attend and bring funds. [Link here](#)
- o Idea X will be happening May 23rd. High school students with a real-world problem to solve. With up to 20,000 in scholarships awarded by judges. [Link here](#)
- o Budget feedback from survey – consultation with partner groups is finalized. Underway planning for September 2024 with noted space issues on the Willoughby slope.
- o Peter Ewart having additional seats added. REMSS is over capacity and portables coming next fall. Looking to commence business case on new school and timelines. 2 business cases are with treasury board with 1 in NE Latimer and 12 classroom addition at LSS. Waiting to hear back on business case.

- o New Fund established “Feeding Futures Fund” by Ministry for next school year. The district is determining how to best utilize the funding; the Ministry funding is intended for in-school food programs but there might be some flexibility while programs get off the ground.
- o PLC time – District is undertaking a pilot program in 3 secondary schools Walnut Grove, RE Mountain and ACSS. Students are encouraged to stay and learn. They are trying to sort through what works and how they can receive feedback and improve. The district recognizes they don’t have the program quite right yet. District visits schools during PLC time to see how it is working (or not).
- o Thank you from Brian Iseli – to DPAC Executive and farewell to Alicia, outgoing DPAC President

Q: Have all the Affordability Funds been spent? A: funds went to various community groups and schools. If funds can’t be spent by June, they can be carried forward into the fall as start up. Trying to sort through the overlap of the two funds.

Q: Has the Ministry committed to futures fund going forward?

A: Yes, they have committed for three-year cycle. It should continue on after that; however initial commitment is three years to support those in need.

Q: Hub/ PLC programs are full. Students are being turned away. How are we navigating programs that are full for our students?

A: Reach out to your school principal. As they should be making space for them and this is not the messaging that should be going out.

Motion – Noel Booth Elementary

re: report on allocation of ministry funds for EAs, Resource Teachers and contingency

VOTES

In Favour: 8 chat + 15 hands

Opposed: 1

Abstain: 1

MOTION PASSED

Tiana Sharifi Youth and Exploitation: April 13, 2023 – recording is available. If you didn’t attend, please share why so we can plan to reach as many parents as possible for future presentations.

Policy 1017 revision reimbursement for parent education

Motion to amend as follows:

1017 Reimbursement for Parent Education

Any parent with a child in Langley School District 35 may apply for reimbursement of funds that were spent on parent education. Parent Education is defined as: a workshop, conference, course and/or book and must be specifically designed for parent education. Requirements are as follows:

- a. Request for reimbursement must be made within 30 days of taking the educational course or purchasing the book.
- b. Any receipt valued at over \$50 must be pre-approved by Langley’s DPAC Executive.

- c. This amount is not to exceed \$100 per family, per school year.
- d. DPAC may, on a case-by-case basis, pre-pay or direct pay up to the amount allowable for Parent Education.
- e. This policy may be revised every fall based on budget calculations for that year. Any requests made prior to that revision may be subject to any changes made to the policy for that school year.
- f. Parents who have requested reimbursement will be asked to provide feedback to support DPAC in their efforts to empower other parents of the district.
- g. The Parent Education budget balance will be reported out quarterly and funds will be available on a 'first come first serve' basis.

Seconded – Rebecca, DPAC Secretary

Please take back to PACs and this will be voted on May meeting.

Q: can the money be pooled? Ie book a presentation for a PAC

A: while wording doesn't state you can't do that. We should be considerate of the fact that this is a limited pool of funds, so if one PAC uses the full budgeted amount there will not be anything left for other parents. Seek prior approval.

Comment: The PAC could bring the presentation request to DPAC and we could cover that cost out of another fund (not parent ed) and offer to the whole district.

Treasurer Comment – this is also part of the food safe budget so if we use it all up for 1 PAC presentation we would be taking away from this funding too.

Original Version - 1017 Reimbursement for Parent Education

- a. Any parent with a child in Langley School District 35 may apply for reimbursement of funds that were spent on parent education workshops. Requirements are as follows:
- b. Workshop must be specifically designed for parent education.
- c. Request for refund must be made within 30 days of workshop.
- d. Any receipt valued at over \$50 must be pre-approved by Langley's DPAC Executive.
- e. This amount is not to exceed \$100 per family per year.
- f. DPAC, may, on a case by case basis, pre-pay or direct pay, up to the allowable amount, for an educational workshop.
- g. This policy may be revised every Fall based on budget calculations for that year. Any requests made prior to that revision may be subject to any changes made to the Policy for that school year.

Revised Oct 2020

BCCPAC - Chantale

- i. AGM Resolution Booklet posted at bccpac.bc.ca - PAC to review
- ii. 2023 Proxy Vote Form (bccpac.bc.ca) - April 28th Deadline

If you are attending please make a note in the chat. Are you attending, or do you plan on registering? We have 32 schools in good standing available to attend. We would love to know who is going. Please send your proxy form to MAL6@langleydpac.ca April 28th is deadline to have these proxy forms in. Chantale will submit them all to BCCPAC. Langley DPAC will establish and post on how we will be voting. If your PAC wishes to vote differently, let Chantale know and she can vote on your direction.

Proxy Vote Details - https://bccpac.bc.ca/images/AGM/2023_Proxy_Vote_Form.pdf

DPAC has funding to send 1 PAC parent to the BCCPAC Conference – if you would like to attend we would cover your hotel, mileage and food + entry. Please email us if you are interested.

Q: are we supposed to bring resolutions to parents for feedback to determine our vote.

A: It would be ideal to have feedback from parents. The info is online, so you can gather parent input. Some PACs have done questionnaires online. If you have time to engage it would be a great idea.

Nominations Committee – Jenn

i. Link for nominations - <https://forms.office.com/r/9nWhRh39tU>

Multiple open spots

- President 2 year term
- VP 2 1 year term
- Treasurer 2 year term
- MAL, 1 year term 6 positions open!
 - a. [Connect here to vote \(you can self nominate\)](#) - this will stay open until May 18th 1 week before the AGM. AGM is Thursday May 25th
 - b. Nominations can come from the floor during the meeting as well.

President's Report - Alicia Rempel

i. Had the opportunity to meet with Keven Reeve (HR) and Deputy Superintendent Woody Bradford last week to review the 2023/24 District Calendar and provide input before it is approved next week.

1. District met with all stakeholder groups
2. Lots of moving pieces to consider but some great positive shifts will help families navigate early dismissal weeks and parent teacher conferences.

ii. DPAC continues to discuss the Professional Learning Collaboration time at the Secondary level. We recognize (and the district does as well) that there is a disconnect between the intent of the pilot and what is actually happening in schools. Just know we are continuing to push that conversation forward.

iii. Our next event is the April 27th “Nurturing the Gifts of Diverse Learners” with Ms. Kathy Keyworth. This session is intended primarily for families who have a child with a new diagnosis or who suspect their child may need one. Kathy is also hoping to share a draft of the new parent/caregiver handbook and is looking for feedback. Please share with your parents! [Link Found here](#)

Treasurer's Report – Jodi Stiglic

i. 2023/2024 Draft Budget Questions or Comments from PACs

1. Review of Financials
2. Questions on proposed budget for 2023 / 2024 school year – none (Vote will be held at May AGM)

Announcements

- A. Next School Board Meeting: April 25 2023
- B. Next DPAC AGM & Elections May 25th in person at the School Board office - 7pm