



HD Stafford Middle School PAC

Meeting Minutes

October 12th, 2022

In Attendance: Cathy Worrall, Gina Twellmann, Sarah Preston, Lisa Tatarniuk, Chantale Hubbs, Lindsay Carlson, Ashley King, Jen Elderkin, John Hantke, Carmen Phelan, Solanlle Calvert
Meeting called to order at 6:38pm by Gina T.

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; and thank them for the lands we share.

I. **Approval of previous minutes & Agenda:**

- A. Sept 14th PAC Meeting Minutes: Motion to approve by Chantale H., 2nd by Gina T.
- B. Approval of meeting agenda: Motion to Approve by Cathy W., @nd by Lisa T.

II. **School reports:**

A. **Principal – John Hantke**

There has been a staffing shortage with the whole school district. This year there are 1100 new students to the Langley School district. HD Stafford is still waiting for 2 permanent teachers, there is a Mat leave ending in December which will help. Stafford is sitting at approximately 800 students, up from last year.

The Terry Fox run raised \$2500.00 this year which was a record for the school. It was a proud showing from the kids, lots of fun with pieing the teacher afterward.

The district was taken on tour of school and shown all improvements done and underway. Very impressed with the changes to the school, Mr. Hantke highlighted that PAC involvement for the past 3 years has been great a great asset to the school. District wondering what else Stafford needs, suggestions of Track, Turf, Theatre upgrades, covered patio. The district will give financial help for some more upgrades.

Not having the Fall Fair this year is a big disappointment. The churches that put on and assist were unable to commit with financial funding and people support.

The Meet the Teacher evening was great. Nice to see past students come to say hello to their old teachers. Shows that there has been great teacher/ student connections made.

There will be a Resource Fair the same evening as parent/teacher conferences. Should have people available from many different supports to answer questions and give out info.

Halloween Spirit day, October 31st. In the afternoon the students will get to choose 3 different theme rooms to go to. Examples are Dance, Board games, Sport Games, Movie, and more.

Students are encouraged to wear appropriate costumes, no masks that stop student from being recognized, or inappropriate attire. Should be a great day but will probably make for a hard week for the teachers.

Athletics are in full swing. Unfortunately grade 8 boys Volleyball folded (lack of participants), boys can come and practice with the grade6/7 boys.

WEB leaders went to Nicomekl Elementary to help run their Terry Fox Run. They set up the course, had the mascot, gave out shirts, high-fives to students after laps. Nicomekl students were very excited with having big buddies there for support and fun. Great way to build connections with the feeder school.

Lockers look great and finishing touches are being done (trim and polishing).

B. Community Coordinator – Kinder Sandher (not in attendance) by Gina T.

1. Meet the teacher feedback

Feedback from **Gina** - It was great to see some new volunteers! The Signup Genius links still work well to get volunteers. The PAC providing food for the event and dinner for the teachers showed a gesture to the teachers thanking them for putting in time to build home & school connections.

It was nice to see the BBQ in action, but the hot dogs weren't that warm. Jag, the custodian was extremely helpful, and the 10 Web Leaders signed up to set up were helpful. Difficult to recruit WEB leaders for the end as most had left.

Left over stock of water bottles (to teachers), chips and juice boxes were given out.

Approx 660 hot dogs made.

Total cost to PAC \$846.61

Costs of food greatly increased from last year.

Suggestion for next year – budget of \$1000.00

Options instead of hot dogs?

Having all the Teachers in one big area was overwhelming to some of the students. Suggestion that there should be grade zones (at least for grade 6).

2. Resource Fair – Wed, Oct 19th, 2:45- 5:45pm – Free – explore different resources that the community has to offer (Encompass, LCSS, Youth Unlimited, Big Brothers/Big Sisters, Family Smart, Tim's Community Center – and more)

3. Tea for Ukrainian Families – Before or after Christmas

III. Executive reports & New Business:

A. President By GT

1. Housekeeping – PAC newsletter of ongoing fundraisers (Cobbs/First Aid Hero/M&M's) will be coming out next week.

2. Rec passes –Langley Township has given us 15 passes per 100 students, need to figure out how to divvy them out.

3. Lyndsey Lund – going to take over majority of social media. FB PAC, FB HUB, Instagram. Chantale, Gina and Cathy are admin on these accounts but having someone keen on doing it is great.

4. Teachers given letters & form to keep track of their classroom supply expenses. Some have already submitted expenses back to us.

5. Since Fall Fair is cancelled – we can keep our budget proposals in mind when creating events for the rest of the year. For example, Krispy Kreme sales can be moved to Valentine's.

B. Vice President – AJ, absent

C. Treasurer by CP

1. Received \$12,580.00 from Gaming Grant

2. New cheques have been purchased (\$150 for 200)

3. Still working on setting up an account at G&F, which is the only bank which offers e-transfers on accounts with 2 signers, not sure what the fees are for the account. E-transfers are getting closer but not there yet.

D. Secretary by CW, nothing to report, will work on getting PAC portion of School Website updated by Mr. Hantke.

E. DPAC By CH

HDS DPAC Rep Report – October 2022

DPAC Meeting – Thursday, September 22, 2022

Presentation: Foundry Langley Parent Peer Support; Brenda-Lee Hunter <https://foundrybc.ca>
Foundry provides medical, mental health and social services for youth 12 – 25 years of age
Also counselling available to parents/caregivers of the youth – Drop in M-W 2-7pm
Parent Peer support group is active and meets Tuesday 5:30pm – 7pm
Email Brenda-Lee for more information bhunter@encompass-supports.com
Saturday September 24th is an open house 11am – 2pm

Q: Can you clarify what services are available for youth? Is a referral needed? Is this counseling?

A: Foundry offers: private health, sexual health (via doctor, nurse practitioner) as well as a social aspect - someone to talk to (Youth Peer support worker)

Depending on needs (i.e. food, housing, jobs, medical, counselling, mental health) youth can drop in and be assisted right away.

The Youth Hub will be moving over to Foundry over time.

Q: Has this been put forth to school councilors or solely coming through DPAC

A: Both. Information is deployed via multiple channels in Langley.

Q: Are services mostly offered to kids in high school? Is there an elementary school assistance?

A: No, not elementary school. Those who are 12 – 24 can seek Foundry assistance. The gaps that have been identified seem to be at the high school level. If someone who was 11 showed, they would not be turned away.

Q: Is it true that 12-year-olds don't need parent consent?

A: Yes, that is correct, 12 and older can seek help without parent consent.

If you are seeking support for younger children, the Langley School District Foundation offers counselling services for families who find the cost a barrier, families can be referred through the school counselor.

BC211 is widely used as well for those who are younger and for families. (Call or text) they will put people in contact with those who can support needs.

Presentation: Assistant Superintendent, Marcello Moino - Affordability Fund

A. Student and family affordability fund – \$60 million from the province.

B. Langley's share of the fund is just over 2.1 million.

C. Along with those funds come guidelines and reporting criteria, as well as consultation with DPACs and PACs.

D. Having principals share the info and get feedback from PACs in October.

i. Guidelines: It's not about everyone, as everyone has different needs. Focus on families experiencing severe hardship

ii. Uses: Expand meal programs, ensure supplies (workbooks, clothing, grad wear, etc.) and to cover additional fees (optional field trips, enhanced projects, fine arts, graduation)

iii. It must be connected to schools

NOT to include salaries, admin costs, or overhead costs and **NOT** to include past fees or reimbursements.

D. Who – this fund is supposed to enhance current policies and build on what already exists and target students / families facing hardship

E. When: One-time funding to be spent by June 30, 2023.

Plan slow but execute quickly based on SD35 experience and feedback received.

DRAFT Plan

Who are the vulnerable families facing food insecurities and low income?

Critical to identify priority needs.

Will then disburse funds based on priority needs that meet Ministry criteria.

Feedback

Of the 3 uses (food, supplies, fees) which do you see as the highest priority?

Why doesn't this engage with the families that would be receiving the funds? Ask them what their needs are?

While we are using the data, are there other sources of info to identify students and families that we may be missing?

How do we ensure that students and families who need supports know how to connect with supports at the schools?

Is there something we are missing?

Is data currently being collected

Administrators, various sources, schools have a pretty good sense of who have the greatest needs in terms of food security and income.

PACs do support families in need, there may be thoughts that PACs should receive some of the funding to enhance what they are already giving to families in need.

If you have additional comments/ feedback to be provided, please email: Marcello Moino
mmoino@sd35.bc.ca

Report: Charlie Fox, Trustee

Last regular board meeting was September 20th. Trustee Coburn and Trustee Tod retired from their trustee roles. 2 city trustees were acclaimed (Ward & Ashdowne). Audited financial statements have passed. The financial situation of the district is very clean, and auditors were impressed with staff. 3 playgrounds were approved along with replacement of doors and windows in the Minor Capital Plan. National day for truth and reconciliation coming next Friday. First Trustee candidates meeting was held.

Report: Mal Gill, Superintendent

Acknowledge Foundry and the work they have done. Administrators were taken on a tour. School councilors have been connected with district wide supports for youth. Langley is the only school district in the province who has a person connected with the Foundry. Youth spoke about access and Foundry has met that connection.

2022/2023 school year Count: K-8 approaching and increase of 700 students from last year numbers. Secondary numbers are still being counted.

Since last year we have opened 26 new divisions. Some are just for growth. Some are due to LTA contract specifications (around class composition and class size). Some classes are still without teachers. Issues not localized in terms of staff shortages – neighboring districts are all looking for staff. Underway with creative solutions to get permanent teachers in front of students as soon as possible.

Superintendent noted Every child matters – not just one day at SD35, it's every day. 3 main goals for admin principals and VPs. Working on trauma informed practices and training. Every member of staff in next 2 years will be trained (bus drivers to SEAs to teachers).

Certain communities (ie Willoughby slope) experiencing exponential growth. This year every student was placed by the Monday after the first week. For next year, this could get slowed down. Most students would be placed by the Monday but allow for flexibility throughout that second week to do final placements and not rush. The district wants to “get it right” the first time and not have to move students once placed.

Meet the teacher is underway.

Sept 25 -flags at half-mast for Fallen Police Officers Memorial

Sept 30 – Truth and Reconciliation. No in session this day but assemblies will be going on.

Q: in terms of numbers of kids that show up unexpected on the first day of school is there anything that can be done by PACs to help?

A: 3rd Monday in Jan is when K reg starts. This is publicized. Choice school reg occurs around this time. Official regs go to March 31. Doors are open at the schools where reg can take place. 1 week in July (elementary, 2 weeks in secondary) Exploration of online registrations is being reviewed. The district is finding people are more transient; rental situations change quickly; job offers might mean a family re-locates; so it's not isolated to our community we are seeing fast movement everywhere. People moving into Langley are not local. They are coming from all over Canada and the world.

Q: Langley Meadows seems to be run off school. Developments go in and then capacity goes over. Is there a way to make developers communicate numbers of families moving into the new developments. A: Ministry requires the need to be shown, then they build the school. There is a school ready to go, but there is an issue with a stream and the Department of Fisheries. It's north of RE Mountain 82nd

Q: Is advocating for new schools something that DPAC should put forward to BCCPAC to help plan with school growth?

A: Ministry has an ongoing communication with SD35 and seems to be on board with moving new schools forward. They are well aware of the pressures Langley faces.

Q: Donna Gabriel: kids don't have separate bathrooms.

A: All new builds coming from the ministry have gender neutral bathrooms. The idea is inclusion and safe spaces for all students. A place where everyone feels they belong. Washrooms like this have completely private and enclosed individual space (with a toilet) and simply a communal hand washing station. Admin and teachers are available to work with students who need additional privacy. In an open bathroom, supervision of students is actually easier as there is not a private and unsupervised, full enclosed washroom for students to be in the same location.

- A. Saturday Sept 24th Grand open date for Foundry – officially open
- B. Tax Receipt Update – Brian
 - i. No update as of yet. Shind Chand has been emailed. No response has been received. Background: tax receipts for parents who wished to make a school donation was brought up over a year ago. Langley School District Foundation's role is to be the charity for the district and accept donations on behalf of schools and provide a donor tax receipt. Foundation does have an admin fee. The donor gets full taxable receipt. The admin fee of 10% comes off that and the net amount gets directed to the school.

President's Report – Alicia Rempel

"Almost" normal back to school – B2S BBQs, Fun Nights, Meet the Teacher nights

In person events for most DPAC activities.

PAC 101 (focused on proper governance)

Treasurer 101 return and this year

Supporting Inclusive Classrooms sessions; newly diagnosed and currently in system

Parent education event - bringing in a popular speaker

Congratulations to Vanguard Secondary for establishing a PAC for the very first time!

Treasurer's Report – Jodi Stiglic

- i. Review of treasurer reports. Circulate / review bank account and gaming account
- ii. Gaming account is underway with swap to G&F Financial so we can do email transfers.
- iii. Reminder: PAC Gaming reports are due around now
- iv. Reminder: BCCPAC Dues are now due
- iv. Zoom accounts – ready for PACs to use. Please request dates. DPAC has paid for the license, just book via: zoomrequest@langleydpac.ca

Announcements

1. Next DPAC Meeting: October 20th 2022 (online) every 3rd Thursday except Dec
2. Trustee Candidate October 5th 7pm – RSVP via Eventbrite Site: Kwantlen on Langley Bypass
 - a. Send questions to info@langleydpac.ca. We invite all candidates running and it is a great opportunity for parents to come and ask questions. Postcards will be sent out to schools. Please share to parents. Going to try and live stream.
 - b. DPAC is neutral and we suggest PACs remain neutral during civic elections.

IV. Committee Reports & New business:

A. Hot Lunches by CW

Fall hot lunch dates are set and entered in munchalunch for orders. Cut off is between 15 and 8 days prior to date (depending on vendor). There are a lot of people that have put their name down via munchalunch volunteers, I am not going to be sending out a separate sign-up genius for volunteers. I will email the parents 2 days before to remind them and let them know what time and where to come.

The lunches booked for fall are Friday Oct 14th (Subway), Thursday Nov 17th (Taco del Mar), Friday Dec 9th (little Caesar's Pizza) and Friday Dec 16th (TCBY frozen yogurt and COBS bakery).

One thing to mention for the upcoming lunch there were 13 orders without payments, several emails were sent to the parents to let them know that they need to pay otherwise their child will not be getting lunch.

Question on matter is should I also send an email to the teachers letting them know so they can verbally inform the student? **YES**

And should I be letting someone know the names of the students so that a follow-up can be made if they need some help paying for the lunches. **Kinder will be made aware and see if some of the funds from the district for the lunch program can be used to purchase some lunches.**

B. Popcorn by LT

1st Popcorn Day coming up next week Nov 19th for grade 6 students

C. Hawk's Nest by LT

Last week's all school Hawks Nest was crazy busy. Will go back to 1 grade per day, see if we can add 1 more day slot so that each grade can get another Hawks Nest Day before Winter break. O have a grade 6 only day and a combined 7/8 day. The PAC info page has the correct dates right now.

D. Fundraising –by CW

1. Community Values Coupon Books – summary

191 books sold,(minus the cost, Stripe fees, Square fees) for a profit of \$1974.54

Received coupons for Giants Game and Urban Safari pass will give to the 2 students with highest sales.

2. Growing Smiles,

<https://hdstafford.growingsmilesfundraising.com/home>

Order by Nov 11th - pick up Nov 26th

Poinsettias, wreathes and planters

3. Purdy's Chocolates

Purdy's <https://fundraising.purdys.com>

Campaign #59343 Order by Nov 21st, Pick up Dec 8th

4. Mountain West Photos – Nov 9th & 14th

2 evenings (at the school) booked for family photos. Sitting fee is \$30 which includes 10-minute session, 12-18 previews, families can then order online, and a complimentary 8x10 portrait. Sitting fee is donated back to us. There are 25 bookings/ evening. PAC could make \$1500.

5. Ongoing: COBS Willowbrook, M&M Meats, First Aide Hero's, mention HD Stafford and we will receive a % back.

E. Events by SP

1. Winter dance planned for Friday January 20th, 2023.

Ideas and planning support to start soon.

V. Discussion and approval of PAC budget

A. Gaming budget

The school was asked what some of the things they would like for the school. Athletics were the only ones who got back to us. Their suggestions were:

boys volleyball uniforms - approx. \$1400 - \$40 each x 35

Ball carts for equipment room - one cage cart cost approx. 1100-1500 (note - the equipment room is small - one of the stage two upgrades to the school includes renovation of shelving for the equipment room)

A scoring table with Skyhawk's branding - currently when playing, the courts have issues with tables encroaching on their playing space, due to layout and the scoring table is much narrower - approx. \$2000

Benches - not included in district funding as the school would use them as seating in the gym for games, etc...

Literary Support is for nonliterary items. In the past graphic novels and games, puzzles were purchased.

See attached budget

Gaming Budget discussed.

Motion to approve 2022/23 Gaming Budget by Jen E, 2nd by Solanlle C, All in favour.

VI. Proposal of Constitution changes



See below for details of proposed HDSMS PAC constitution revisions to be voted on at the November 9th, 2023 PAC meeting.

Section 6 - Meetings

Current: The Executive Council shall review the Constitution each year during the 1st Executive meeting prior to the September General PAC Meeting. Any amendments to the constitution may occur as per Section 12.

Proposed: The Constitution should be reviewed by the Executive, presented at the PAC meeting and voted on before December of the school year. Any amendments to the constitution may occur as per Section 12.

Section 7 - Election of Executive Council

Section 7.1 - Nominations:

The Executive Council will include, but not be limited to; President, Vice President, Secretary, Treasurer, DPAC Rep, **Fundraising Executive**, & three (3) Members at Large seats.

Section 8 - Executive Council

Section 8.1 - Executive Members

Elected officers should include the following:

- President
- Vice-President
- Secretary
- Treasurer
- Representative to the District Parent Advisory (DPAC)
- Up to 3 Members At Large
- **Fundraising Executive**

Secretary

- Proposed: **Shall keep passwords of social media pages and executive emails**
-
- shall keep all forms of PAC communication up to date with relevant information (i.e: PAC bulletin board, Social Media Platforms, outdoor signs, newsletters, etc) **(Remove)**

Treasurer

- shall be one of **three (3) three to five** signing officers of the Executive Council as per section 10.
-

Representative to Langley District Parent Advisory Council (DPAC)

- **May be a signing officer**

• Section 9 - Committees

• Events Committee:

- Current: shall represent the PAC at all events not considered fundraisers, such as but not limited to the Fall Festival, Stay Gold car show, Dances, etc. and report any
- Proposed: **Shall keep any relevant correspondence up to date & available upon request, as well as be responsible for the hdsmssevents@gmail.com email account.**

• Section 10 - Finances

- The Executive shall name a minimum of three (3) **and maximum of five (5)** signing officers for the PAC General Account and the PAC Gaming Account, one (1) of whom will be the Treasurer, for banking and legal documents and the other **two (2) two-four (2-4)** from any of the Executive positions. Any **two (2) two-four (2-4)** of these signatures will be required for financial documents.

1. Section 6.1 Executive Members

Add: up to 3 Members at Large

Fundraiser Coordinator as exec member

2. Section 6.2 Roles of Secretary 9th line

Omit "(ie: PAC bulletin board, Social Media Platforms, outdoor signs, newsletters, etc)"

3. Section 6.2 Roles of Treasurer 2nd line

Change from 1 of 3 to 1 of 3-5

4. Section 9 Committees Events Committee

Add email address hdsmssevents@gmail.com

5. Section 10 Finances 2nd line

Change from minimum of 3 signers to 3 to 5 signers

VII. Next Meeting Date:

A. Wednesday, Nov 9th, 6:30pm in the HD Stafford Library

Meeting Adjourned 8:32 pm