



PAC General Meeting Minutes
Date: October 30th, 2025
Time: 6:30PM
Location: Stitós – Foods Rm

Attendees: Jason Kemp (P), Chris Falk (VP), Amanda Gervais (Treasurer), Jacqui White (Chair), Melissa Hill (VP, Fundraising coordinator), Stacey Gould (Secretary, DPAC Rep), Mike (guardian)

1. Call to Order (@ 6:35PM)
 - Meeting called to order at 6:35pm, followed by territorial acknowledgments and a welcome.
2. Adoption of Agenda
 - Stacey MOTIONS that the circulated October 23rd, 2025, agenda be adopted as amended -include discussions on PAC executive resignations and appointments as well as staff requests.
 - 2nd Amanda G, none opposed, CARRIED
3. Adoption of Minutes
 - Amanda G MOTIONS that the minutes from the September 16th, 2025, meeting be adopted as circulated.
 - 2nd Mike, none opposed, CARRIED
4. PAC Executive Resignations and Appointments
 - Brian and Esther resigned from their positions as chair and vice chair, respectively.
 - Jacqui White resigned as secretary.
 - As per Bylaw 5.6 the remaining PAC Executive can appoint the resigned positions to fill vacancies.
 - APPOINTMENTS: Jacqui is appointed to Chair, Melissa is appointed to Vice Chair and Stacey is appointed as Secretary.
 - ELECTED positions remaining unchanged: Amanda and Stacey as Treasurer and DPAC Representative, respectively.
 - Committee positions remain unchanged: Melanie and Amanda E. as fundraising coordinator and popcorn coordinator, respectively.
5. Principal Report
 - Presented [School Growth Plan | Stitós Lá:lé:m Totí:lt](#)
 - In the process of hiring four EAs. Funding for these positions comes from Ministry Category Supplemental Funding.
 - Yearbook and signing: Always tricky. If signing books isn't supervised there will undoubtedly be something inappropriate written that parents will have concerns with.
 - Crossing guard duties - reliance on the child youth care worker. Stitos no longer gets funding for supervision assistance, which was used to pay for crossing guards.
 - Sports that are ending: girls and boys middle volleyball, Boys middle soccer, Co-ed soccer for elementary, Cross country for middle and elementary.
 - Form for PAC requests has been sent to teachers. The form will help streamline

the process and create consistency with submissions. Process will be fair and transparent and by including submissions timelines will make it easier for PAC to budget and allocate funds to these requests.

- Requests need to be linked to the school growth plan.

- PAC is looking for guest speaker ideas. Jason has suggested PAC speaks to Cathy.

6. Bylaw & Constitution Amendment Proposals

- **Voting Item #1** – Section 5 Term in Office, point #5

- Jacqui MOTIONS that bylaw 5.5 be amended to read:

The Immediate Past Chairperson may ~~remain on the executive in an advisory capacity~~ serve in an advisory role to ensure a smooth transition for one year.

The proposed amendment shall read as follows:

The immediate past chairperson may serve in an advisory role to ensure a smooth transition for one year.

- Amanda G Seconds, none opposed, CARRIES

- **Voting Item #2** – Section 6 Executive Structure, Expulsion of a Member

- Jacqui MOTIONS that a new bylaw for Section 6 be added as follows:

This is a brand-new addition. There are no changes to be made to the previous addition.

1. A member may be expelled by a majority of not less than 75% of the votes cast by PAC Members at any general meeting. This can happen for any cause which the PAC may deem reasonable including engaging in activities that are against the Stitó's PAC code of ethics.

Procedure:

1. Notice of Expulsion: The PAC shall give fourteen days written notice of such action to expel a member with a brief statement of the reason(s) for the proposed expulsion.
2. Appeal: An expelled member may appeal the expulsion, within 30 days.

- Mike Seconds, none opposed, CARRIES

- **Voting Item #3** – Section 11 Property in Documents

- Jacqui MOTIONS that Bylaw 11. Be amended as follows:

All documents, records, minutes, correspondence, electronic access (login information, passwords, administration privileges, etc.) or ~~other papers~~ any property kept by a ~~M~~member, ~~executive member, representative, or committee member~~ in connection with the ~~Council~~ PAC shall be deemed to the property of the ~~Council~~ PAC. ~~and shall~~ The property shall be turned over to the chair ~~with~~ when the member, ~~executive member, representative, or committee member~~ ceases to perform the task duties to which the ~~papers~~ information relates. A Members duties conclude when they are expelled, resign, or at the end of the fiscal school year.

The proposed amendment shall read as follows:

All documents, records, minutes, correspondence, electronic access (login information, passwords, administration privileges, etc.) or any property kept by a Member, in connection with the PAC shall be deemed the property of the PAC. The property shall be turned over to the chair when the member, ceases to perform the duties to which the information relates. A Members duties conclude when they are expelled, resign, or at the end of the fiscal school year.

- Mike Seconds, none opposed, CARRIES

7. Treasurer Report

- General Account balance: \$27,983.14
- Gaming Account balance is: \$5423.24
- Amanda G MOTIONS to pay \$201.55 curtains for: science experiments and annual Halloween activity
 - Mike seconds, none opposed, CARRIED
- Pay the approved teacher reimbursement of \$201.55 for the Halloween activity from the general account.
- Amanda MOTIONS that last year's grade 5 hoodie money, sitting in allocated funds, is dissolved and moved to general surplus funds.
 - Jacqui seconds, none opposed, CARRIES
- Art cards went home today and orders are due by November 5.
- Thanks to fundraising efforts over the last few years, PAC has some GREAT NEWS: Each child will receive an **\$8 field trip subsidy** on their account.

8. Fundraising Report

- Great Little Coupon Book
 - Brought in \$1102.50
- Neufeld Farms
 - Went great. All orders were picked up on pick-up day!
 - F\$1197.00
- Shandhar Hut Hot Lunch
 - \$860.13
 - Went over very well. Would like to another hot lunch - could be good for the benevolent fund.
- Popcorn Update
 - \$699.44
 - Is doing great, always does.
 - By PARENT REQUEST, donated popcorn bags will now be donated to the same classrooms that placed the orders. Distribution will be handled at the discretion of each classroom's teacher. Additional donation bags will continue to be shared across the school wherever they're needed most.
- Upcoming fundraisers: Christmas bake sale and West Coast seeds fundraiser.

9. DPAC Report

- Enhanced After School Sport and Arts Initiative Fund is confirmed to be a continuing. This fund affords the ability to fund an EA to support a student in after-school extracurricular activities.
 - Stitos takes great advantage of this fund to support many of the school clubs.
- Preliminary Boundary Discussions - Anticipating a new K-5 elementary school opening in East Chilliwack for the 2027/2028 school year, preliminary discussions were undertaken to consider school boundaries and district enrollment pressures. From February to April 2025 district staff engaged in preliminary discussions with parents/guardians/caregivers and staff in potentially impacted school communities. The focus of preliminary discussions was to share potential changes to balance enrolment on Chilliwack's south side and to explore scenarios for enrolment at the new east side elementary school. This feedback informed the [What We Heard Report Preliminary Boundary Discussions](#). District facilities and student enrollment will continue to be reviewed over this school year.
- Next DPAC General Meeting – December 4th, 2025 @ 7pm
 - In-person at the School Board office and online.

NEW BUSINESS

Grade 8 committee / hoodies

- There will not be a formal grade 8 committee.
- To-date all planned activities are funded through PAC.
- Parent volunteers would be appreciated at the lunch.
- Hoodies have been designed and the email went out to grade 8 families notifying them of the opportunity to purchase them.

10. Confusion About Sporting Information

- Communication has been challenged, partially, because of the inability to share contact information with coaches who are not employees of the school – community sponsors (Freedom of Information and Protection of Privacy Act and associated regulations).
- It's likely that Stitos will see reduced sporting opportunities. Volunteers are difficult to find.

11. Transmountain Grant

- Scope out parent/caregiver engagement/speaker event using Trans Mountain grant funds (2025).
 - PAC will speak with Cathy P. for suggestions.
- PAC also has funds to support child care, snacks and participation incentives for parent/caregiver engagements.

12. Meeting Adjourned (@ 7:55PM)

- Next meeting: Thursday, November 27, 2025, at 6:30pm.