

September 2025

PAC MEETING MINUTES



Stitó:s Lá:lém Totí:lt Elementary / Middle School

Thursday, Sept. 18th @ 6:30 pm in the Foods Room

General Inquires Email: slt-pac@sd33.bc.ca

For Fundraising Inquiries - Email: slt-pacfund@sd33.bc.ca

If you want to reach out to someone specific, please add their name to the subject line

Please join our FB Group: <https://www.facebook.com/groups/stitospac>

Attendance:

Brian Leong (Chair,) Esther Maloney (Vice chair,) Jacqui White (Secretary,) Stacey Gould (DPAC Representative,) Melissa Hill (Fundraising Coordinator,) Amanda Esau (Popcorn Coordinator,) Mike Partington, Katrina Molenaar

Meeting called to order at 7:02pm, followed by territorial acknowledgments, a welcome to attendees and introductions. Motion to approve the minutes from the June 2025 meeting was motioned by Jacqui and seconded by Mike. None opposed, motion carries. Motion to adopt the agenda made by Brian and seconded by Mike. None opposed, motion carries.

Principal Report: Jason Kemp

Population update: We currently have 963 students in 40 divisions. We have roughly 104 staff members.

Physical Space: there is no physical space for any extra classes

Staffing: we welcomed approximately 7 new teachers to Stitó:s this school year.

Sports Teams: for middle school we have – boys' soccer, volleyball, and cross country. For elementary school we have – soccer and cross country

Meet the Teacher Night: Was very successful! It is approximated that 50% of Stitó:s families participated. PAC presence was appreciated with our info table and bake sale.

School Growth Plan: Is a dynamic document which undergoes consistent revision. Once the newest revision is available it will be brought to the PAC and posted to the school website. The four areas of focus will be: literacy, numeracy, transitions, and wellbeing.

Code of Conduct: There are no new changes, but pertinent policies have been added to the document. School-wide expectations were reviewed, focusing on SPATH—Safety, Positive attitude, Achieving your best, Thoughtful, Honest—toward others, yourself, and the community. Developed over three years, the program had a soft launch last year and is now fully implemented. The attached document outlines SPATH, disciplinary steps, and rewards for students demonstrating excellence in the classroom and community. Also attached is the Code of Conduct and VTRA protocol.

Chair/Vice Chair report: Brian Leong

Welcome: Last year, we discussed our goals for this year: improving a sense of community within the school and better communication, as well as enhancing school spirit, fundraising, and advocacy.

C&B's and Bylaws:

Please review our C&B's and code of ethics. Brian would like the Members to specifically focus on Section 2 purposes of the council as well as Please focus on Section 2 of the constitution – purpose of the council; as well as Section 10 of the Bylaws – conduct

PAC Meetings: The meeting structure is changing to improve efficiency. The goal is to have agendas posted 7 days in advance via email, the PAC Facebook group, and the school website (Parent Info → P.A.C. Meeting Minutes). We ask Parent and Teachers to submit agenda items 14 days before the meeting. While time constraints may prevent some requests from being added to the proposed agenda immediately, they will be included in the next agenda. We acknowledge that amendments can still be proposed at the meeting but must be voted and passed on to be discussed that night.

Communication: Brian is asking for respectful discussion with all things PAC related. Please ask for clarification if needed.

Future dates for PAC Meetings: Meetings will take place on the last Thursday of every month, except for in June. The meetings will start at 6:30pm. The PAC does not have meetings in either December or March. PAC meeting dates are as follows:

- October 30, 2025
- November 28, 2025
- January 29, 2026
- February 26, 2026
- April 30, 2026
- May 28, 2026
- June 11, 2026

Treasurer Report: Melissa Hill / Brian Leong

Discussion: A general donation and Quickpay donations to the PAC were discussed. Income from Mabel's labels was discussed. Popcorn supplies for the entire year have been purchased. We have paid our Munch a Lunch Annual Fee – there is the need to clarify which line item this is paid for by. There is the request to not take the fee out of any fundraising profit. A sign was also purchased for marketing and outreach. **\$7850 is the fundraising goal for this year!** A more detailed financial report is available upon request.

*Clarification point: The line item called “credit card fees” will be used to track fees this year so it is easier to calculate each fundraisers profit. The annual fee for Munch a Lunch has been paid from the line item “Munch a Lunch Annual Fee.”

Bank Signatory: Two people are no longer able to be signatories due to requirements from Envision Bank. With no other options, it was discussed how Melissa Hill already has a signatory account set up with Envision Bank. It was further discussed for her to continue in this position even though she is not an Executive Member. Jacqui made a motion for the present PAC Executives to appoint Melissa Hill as a bank signatory for the 2025/2026. Stacey seconded. No one opposed, motion carried.

Fundraising Report

Current and In Progress: The Great Little Coupon book for Chilliwack, Abbotsford, and PAC Meeting Minutes. September 18, 2025

Mission fundraiser is already underway. September 26, 2025, is currently the last day to order. It was requested for the last day of order to be pushed back to October 15, 2025. Melissa will message the GLB representative for later final submission deadline.

Meet the Teachers Night Bake / Popcorn Sales: Bake sale profit: \$843.47. Popcorn sales: \$91.00

Art cards for Kids: The design pages have already been handed out to the teachers. Each student completes a drawing, and this drawing can be placed on various items, like greeting cards, Christmas ornaments, a plaque, puzzles, notebooks and the new item of playing cards. The goal is to have the drawings done by the middle of October. Delivery is aimed to be for middle to late November.

Popcorn: dates have been picked and approved by Admin up until December. Munch a Lunch is now open for ordering. Ordering will close two days prior to the popcorn date by 11:00 am. If your child is missing their popcorn bag it is important to go down to the popcorn station on the day of popping. Please do not message the PAC after the day the popcorn is due on. If you have any questions or concerns regarding popcorn, please contact Amanda E's You can also reach out to Brian or Esther as well.

Popcorn dates:

- Wednesday October 8, 2025
- Wednesday October 22, 2025
- Wednesday November 5, 2025
- Wednesday November 19, 2025
- Wednesday Dec. 3, 2025

Upcoming Fundraising Ideas: Neufeld Farms, Purdy's Chocolates for Christmas, Bake Sale for the Christmas Concert (if requested by the school,) and Popcorn! There will be more to come in the new year.

DPAC Report

District PAC has not had a meeting yet so there is little to report. PAC 101 seminar took place. Unfortunately, notice was minimal and no one from Stitó:s PAC was able to go. Stacey will find out what the next steps are for the advocacy letters the DPAC wrote last year (the anti-bullying and EA letter.) DPAC now has their own website. While still in early development, it will be an excellent tool for DPAC to disseminate their information. They will be able to post their presentations for parents to watch whenever it is convenient. A request has been made for a list of DPAC resources for our PAC to be able to easily disseminate. DPAC meeting is next week on September 25, 2025. Please reach out to Stacey with any questions or concerns.

New Business

Transmountain Pipeline Grant: It is acknowledged that the Pipeline Topic can be polarizing. \

However, it is asked that we steer away from that conversation and focus on the fact that they have a \$5000 grant that will help the students of Stitó:s. Last year we used the grant for communication materials which overall helps the school community. For the grant submission this year we would love to hear input from the Admin., Executive PAC Members, Parents and Teachers for the grant submission idea. We can apply under the community wellbeing area of focus. We need to demonstrate our ability to do one or more of the following with our application for this grant:

- Enhance wellbeing and/or quality of life of individuals, families, and communities
- Benefit the community and not solely its members interests
- Help ensure equitable access to community services

The deadline is December 31, 2025. Stacy has also graciously offered any other school in the district to reach out to her as she is happy to help with their applications.

New and Different Grants to apply for: Parents, Admin, PAC members, and Teachers—we need your help! The provincially provided Student and Family Affordability Fund, which supported families with school supplies, activity fees, clothing, etc. was discontinued for 2025/26. This is a loss of about \$30,000 for our students! Our PAC will be seeking community support through grants offered by WestJet and Red Cross. Do you know of any other grants or funding opportunities we could apply for? Please let us know!

Discussion

Student Agendas: Student Agenda were only available for purchase by the teachers that requested them. Grades three to five are available for purchase. Half of the Grade Six classes are available for purchase. Grades 7 and 8 will not be using the agendas.

Supervision Assistant Position: Is available, for 5 days a week, 1 hour a day. Please apply online at: <https://makeafuture.applytoeducation.com>
Scroll down to the bottom of the page for current job openings, under support staff click view all. You will find the posting there to apply to.

Meeting Adjourned: 7:30pm

Next Meeting: Oct. 30, 2025, at 6:30pm

Encl: Code of Conduct, SPATH, & VTRA Protocol