

Capitol Hill PAC Meeting Minutes

Wednesday September 11th 2025 in-person

Notes on attendance:

Ok turn out maybe 12 people?

VOTES:

Popcorn supplies for the year: \$2,000 out of the general - APPROVED

- If there are other expenses over and above the \$2,000 that will be a vote and paid out as needed

Teacher consumables: \$125/division & \$100/non-enrolled staff - \$2500 - APPROVED

Musical licence: \$740USD - we'll pay half now and half later - \$500CAD - APPROVED

Student field trip subsidy: \$15/student for field trips - DEFERRED to the beginning of October

Principal & Head Teacher Report

- Introduction
- Longest day with the kindys today!
 - ◆ Long lunch on the playground
 - ◆ They had a great day full of excitement
- Kristine Grippio - new head teacher & kindergarten teacher
 - ◆ ECE diploma and degree
 - ◆ Early years are her passion & coaching 6/7
 - ◆ Community oriented - wants to be a part of all of those things
 - ◆ PAC is important and she is excited to help
- Admin plan for the year
 - ◆ Last year the staff thought about the goals and values that we can hold ourselves to
 - Our saying is "Safe, caring, respectful, At Capitol Hill, We Belong"
 - Teach and celebrate everyone belonging
 - Use to problem solving
 - How we grow and share this message as a community
 - Pro D Day was the time that brainstorm
 - What kind of env. helps kids thrive?
 - Questions to ask in any situation: was it safe, caring, respectful?
 - Lessons and modeling this kind of success
 - ◆ Extend out values into the community
 - Raising good citizens
 - Inclusive education
 - People in the district to help and share

GUEST: Tanya Grant

- ◆ Inclusive ed
- ◆ Diverse needs
- ◆ District Learning Support Teacher - Alt Ed
- ◆ Over 30 years in the district
- ◆ Role was created 8 years ago
- ◆ Support elementary and secondary alt ed programs in the district
 - The role is to support school teams so they can support kids with diverse needs
- ◆ In Burnaby lots of specialized students through history
 - Over 40 years of history with this program
- ◆ Two schools in the 90s were here for alt ed
 - Regulation and social skills
 - Support the transition process
 - Every student is a part of the program is also a part of the classroom as well
 - Program teacher collaborates all students are supported in their learning
 - Welcome safe and successful
 - Mr. Canuel - started in 2002 - first aid person and is an integral part of the school
 - His classroom has regulation tools
 - Kids in the program have gone on to be very successful in secondary and further
- ◆ Works closely with the school

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- There will be more guest speakers coming to the PAC meetings so we can learn more about the school district
 - Beginning of the year
 - ◆ Grade groups - different this year - not going right back to OG class
 - ◆ MACC kids were in the groups as well
 - ◆ Done by last name
 - ◆ Kids rotated from class to class
 - ◆ Read "What We'll Build" during the welcome back assembly
 - Kids were encouraged to think about how they can work together and what they want to build
 - ◆ Second Week - class placements
 - Community building activities going on in the classroom
 - Ks are coming for full days on Monday
 - Busy Sept.
 - ◆ Terry Fox Run next week (19th)

- ◆ School photos coming after that (23rd)
- ◆ Parents as partner meetings - meet the teacher (23rd & 24th) (3-6:30)
 - early dismissal on the 24th (early dismissal - 2:00-5:00 PM)
- ◆ Wrap up Sept with Orange Shirt Day (29th) and Truth and Reconciliation Day (30th)
 - We'll have a more solid plan for this in the coming days

Question(s):

n/a

Chair's Report

- Introductions - Execs
 - ◆ Joe new member at large
- Welcome back to Mr. Hunter
- Lots of new teachers
 - ◆ Ms. Cvjetan grades 6/7 MACC;
 - ◆ Ms. Kim grades 1/2;
 - ◆ Mr. Lai / Ms. Cook job share grades 6/7;
 - ◆ Mrs. Rowe librarian
- Welcome back coffee happened on the first day of school
 - ◆ Not a great turnout but we'll continue to have it every year

Fundraising

- Popcorn Fridays
 - ◆ Well under way
 - ◆ Charge \$50 for the year and hopefully get more pre-pays
 - ◆ starting in October (aiming for the 10th)
- Apple Fundraiser
 - ◆ Order deadline is October 6 for delivery on October 15
 - ◆ There is another one later in the season as well
- Purdy's holiday order
 - ◆ starts in November for pick up in December
- Pancake Breakfast
 - ◆ typically last Friday before Winter Break (December 19, 2025)
- Movie nights
 - ◆ potential dates October 23 and February 20
- Sports Day
 - ◆ May/June

NEW*

- Valentine's Day Bake Sale

- ◆ February 13?
- Dance
- ◆ potential dates March 6 or April 10?

*any more fundraising would require more volunteers.

Bell Schedule

8:50am	Welcome Bell
8:55am	Classes Begin
10:30am	Recess
10:45am	End of Recess
12:00pm	Lunch Begins
12:45pm	End of Lunch
12:45pm	Classes Resume
2:47 PM	School Dismissed

Important Dates

- September 19th
 - Terry Fox assembly and run
- September 23rd
 - Photo day
- September 23 & 24th
 - Parents as partners
- September 24th
 - Early dismissal
- September 26th
 - Pro-D Day
- September 29th
 - Orange Shirt Day& assembly
- September 30
 - National Day for Truth and Reconciliation - no school
- October 10th

- First popcorn day of the year
- October 13th
 - Thanksgiving
- October 24th
 - Professional Development day - no school
- December 22 to January 7
 - Winter Vacation

Treasurer's Report

CAPITOL HILL PAC — 2024/25 Year End Report

2024/25 Fundraising & Grants

Item	Amount
Gaming Grant	\$7,320.00
School Board Grant	\$177.67
Credit Union Shares	\$354.07
Health & Safety Fees	\$2,863.68
Direct Donations (Gr. 7)	\$1,675.00
Spiritwear	\$595.00
Popcorn Fridays	\$7,162.20
Family Movie Night	\$1,841.90
Apple Sale & Bottle Return (Gr. 7)	\$672.40
Purdy's Chocolates	\$1,095.66
Sports Day Concession	\$186.50
Fundraising & Grants Total	\$23,944.08

2024/25 Expenses

Item	Amount
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Field Trips / Extracurricular Subsidy	\$5,118.90
Teacher's Consumables	\$2,150.00
Pancake Breakfast	\$285.96
Grade 7 Buses	\$2,500.00
Grade 7 Celebration & Yearbooks	\$5,074.62
Battle of the Books & Book Bags	\$962.25
Frisbee	\$3,348.00
Health & Safety	\$2,020.46
Young Actors	\$2,100.00
Volunteer Appreciation	\$160.00
Staff Appreciation	\$1,102.31
Expenses Total	\$24,822.50

Accumulated Surplus

Item	Amount
Beginning of the Year	\$17,916.37
End of the Year	\$17,047.95

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(as of Sept 6, 2025 YTD)

2025/26 Bank Balances

Item	Amount
Opening Balance	\$17,047.95
Funds In	
Gaming Grant	\$0

SD41 PAC Grant	\$0
Fundraising	\$0
Health & Safety Funds	\$0
Interest / Membership Shares	\$0
Total Funds In	\$17,047.95
Funds Out	
Expenditures - See Summary	\$0
Other Miscellaneous	\$0
Total Funds Out	\$0
Bank Balances Ending	\$17,047.95

Breakdown:

Category	Amount
General Use	\$10,273.00
Gaming (Restricted)	\$897.87
Grade 7 Funds	\$1,958.13
Health & Safety Fund	\$3,918.95
Total	\$17,047.95

Meeting ended at 7:40pm - School Tours began

Next PAC meeting will be held on October 9th in person at the Cap Hill library at 6:30pm

