



# Capitol Hill PAC Meeting Minutes

Thursday October 10th 2025 in-person

Notes on attendance:

5 people in person

VOTES:

**Movie Night Expenses:** \$200 for concession and snack combos - APPROVED

**Student field trip subsidy:** \$15/student for field trips - DEFERRED to today

\$5280 for the school from the gaming account - APPROVED

**Musical License:** \$500 last half of the fee - APPROVED

**Website:** \$100 website - APPROVED

## Principal & Head Teacher Report

- Good start to October
- Successful Sept
  - ◆ Had 4 assemblies
  - ◆ Routines & in classrooms
  - ◆ E of Sept - reviews
    - Lots of work in class placements
    - Allows teachers to talk about how it's going - learning team and support and what's working
  - ◆ IEP plan? Ind E Plan
    - Learning support
- Today was last day for x country
  - ◆ 11 - kids every Wednesday
  - ◆ Ran well and improvements
  - ◆ Go to B lake - course
  - ◆ Awards today
  - ◆ Parking is very busy - be aware about that if your kids are joining
- Next week safety week 14 - 17
  - ◆ Fire, h&s, great shake out 16th, lockdown
  - ◆ How to stay safe
- Movie Night 23rd
- Pro-D Day the next day
- Halloween - Friday
  - ◆ No weapons

- ◆ Not too scary - parade
  - ◆ No blood
  - ◆ Good to play in
  - ◆ Will send an email out
- Field trip planning
- ◆ Supporting families in need
  - ◆ Ministry funding has been cut
  - ◆ Ensure all kids have access to the extra curricular
  - ◆ Affordability grant is gone so we need to come up with a good idea
    - Direct donations - variable amount
    - Tell families what happening and how they can help
    - Attach where the \$ goes when people give
    - Can kids fundraise and get a treat for raising the most amount of money?

Question(s):

n/a

## Chair's Report

- Popcorn Fridays – starting October 10
  - ◆ Approx. 120 pre-paid orders
  - ◆ If you haven't pre-paid and your child would like popcorn, please send them with \$2
  - ◆ Reduced the price for the preorders
  - ◆ Made over \$6k
- We have received the gaming grant - \$7,200
  - ◆ Based on last year's enrollment numbers
- Breakfast club
  - ◆ Part of the feeding futures - wanted to support kids who don't have access
  - ◆ Now it's Monday Wed Fri - will be fully going M-F later (Ms.N is out sick at the moment)
    - Starts at 9 am
  - ◆ can only be offered after the morning bell unless we can have a parent volunteer who can run it before school starts
  - ◆ We need volunteers - to run it with Ms.N
  - ◆ Put it out to the community and see
  - ◆ Mr. H can schedule
- Movie night – October 23
  - ◆ Pro-D Day
  - ◆ Mr. H will not be there
  - ◆ Discussion – potential for pre-teen movie another night maybe in February
    - Option 1 - K-3 in the gym 4-7 elsewhere
    - Option 2 - preteen night

- We would have to poll it see the interest - make it worthwhile
  - Wouldn't be a
- Potential for a special project – outdoor canopy, resurface basketball court, other?
  - ◆ We need to find out what that would involve and how do we go about that?
  - ◆ The PAC has carried a surplus - good to cushion but could we use that for the school and continue the work that is ongoing?
    - Would have to set up for a longer fundraising plan
  - ◆ Rainy season prompts the discussion
    - Different options
    - Outdoor classroom is not utilized as much but could allow the community to use the space in a way that we don't want it to be used
    - There are grants and the city of Burnaby does pay for the construction
    - There are different types of shelters and maintenance costs would be something to consider
    - Options are good to present to the community
- Grade 7 funding discussion
  - ◆ The funds shouldn't have to go through the PAC for voting
  - ◆ We would prefer to have it be separate
  - ◆ The 10% was too much
    - We don't have a sense of what the funds are going to
    - Some things wouldn't align with what the PAC wants to do
    - Last year there was an information night
      - Email can be sent to the grade 7 parents
    - Schools are moving away from camp
      - Issues and
    - Other activities sometimes get more action
- We do not currently have a DPAC rep, is anyone interested in taking on this role?
  - ◆
- Potential for a dance?
  - ◆ DATES
- Apple Fundraiser – Starts October 22 for delivery in November
- Purdy's holiday order – starts in November 5th - 8th for pick up in December 11th

## Fundraising

- Popcorn Fridays – starting October 10
- Movie night – October 23
- Grade 7 funding discussion
- Apple Fundraiser – Starts October 22 for delivery in November
- Purdy's holiday order – starts in November for pick up in December

### NEW\*

- Valentine's Day Bake Sale

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

\*any more fundraising would require more volunteers.

## Important Dates

**October 10th:** First popcorn day of the year  
**October 13th:** Thanksgiving  
**October 24th:** Professional Development day - no school  
**November 11th:** Remembrance Day  
**December 22 to January 7:** Winter Vacation

## Treasurer's Report

**As of October 5, 2025**

**School Year:** 2025 / 2026

Category	Details	Amount (CAD)
<b>Opening Bank Balance</b>		<b>\$17,047.95</b>
<b>Funds In</b>	Gaming Grant	\$7,200.00
	SD41 PAC Grant	\$0
	Fundraising	\$4,684.00
	Health & Safety Funds	\$0
	Interest	\$0
	<b>Total Funds In</b>	<b>\$11,884.00</b>
<b>Funds Out</b>	Expenditures	\$0
	Other Miscellaneous	—
	<b>Total Funds Out</b>	<b>\$0</b>

<b>Ending Bank Balance</b>		<b>\$28,932.95</b>
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### Account Breakdown

Account	Balance (CAD)
General Use*	\$9,957.00
Gaming (Restricted)	\$8,097.87
Grade 7 Funds	\$1,958.13
Health & Safety Fund	\$3,918.95
<b>Total</b>	<b>\$23,931.95</b>

\*Accounts include **committed expenses not yet paid**: \$5,000.00

Meeting ended at 7:40pm

**Next PAC meeting will be held on November 13th in person at the Cap Hill library**