

**Albion Elementary School  
PAC Meeting  
Wednesday, November 29th, 2023  
6:30 pm**

1. Call to order, welcome introductions/attendance, etiquette and housekeeping
  - Initially there was not quorum due to only 2 executive members being present, but Corinne joined the meeting at 7:20 and quorum was then achieved
2. First Nations Territory Acknowledgement
3. Approval of agenda for November 29th meeting
  - a) Motion to add Hot Lunch to the agenda
    - Moved by – Charles**
    - Seconded by – Beth**
    - Motion CARRIED**
  - b) Approval of agenda
    - Completed prior to meeting**
4. Approval of previous minutes from October 25th meeting
  - Moved by- Charles**
  - Seconded by- Caroline**
  - Corinne and Shiva agreed to the minutes prior to the meeting**
  - Motion CARRIED**
5. Reports:
  - a. Principal (Tanya Dailey)
    - i. IEP format has been changed to the Competency Based format to align with province
    - ii. Also a change in how reporting will be done this year
    - iii. Mrs. Dailey interviewed for the vacant grade 3/4 class, and is checking references. Mr Jung is staying until Christmas
    - iv. 22 EAs to the 24 classrooms. 79 students who are ministry identified with designations.
    - v. over 100 ELL students – 2 ELL teachers. For a child to qualify English is usually not their first language and you get 5 years of support in the program. 17 students who do not speak any English
    - vi. continued challenges with staff shortages. Tanya, Rob, and support teachers are filling in classrooms as needed
    - vii. Tanya is working with the district on the playground accessibility. Working with “Park and Play Designs” to give a quote to remove a piece and put in stairs to meet the accessibility needs of our students
    - viii. The wind storm caused damage to the nature park. The district has repaired the railing. The structure is currently not safe and unable to use. The nature park is city property, but if the school/PAC does not maintain it, it will be shut down. Once Tanya has a quote, she will come back to PAC with the amount and PAC will create a fundraising plan.
  - b. Treasurer
    - i. Report given by Charles C as Shiva was absent
    - ii. operating balance \$13873.29
    - iii. gaming balance \$14021.62

- iv. classroom funds up to \$3500 (approved at October meeting) are outstanding and have not yet been issued
  - v. \$808.35 came back from students to cover the cost of the pumpkins. This covered half of the costs. from pumpkins need to be deposited. This covered half of the cost.
- c. DPAC (Kim N)
- i. district meeting on playground meeting January 18. Beth & Christina O will attend
  - ii. district accessibility survey coming out soon via the student portal
  - iii. DPAC is wanting feedback on technology needs in the school and if there are needs not being met. Tanya – Albion relies on a lot of technology. We have 60 Dell devices, and once they hit their lifespan we will have a challenge replacing them. All of the technology came at once, so everything meets the end of its lifespan at the same time. Kim will take this info back to DPAC
  - iv. Home alone workshops are taking place. Info is on the DPAC facebook page and was in the school memo
  - v. DPAC website has great information for what is happening in the district
  - vi. Kim shared information about Translink Workshops for kids in grades 6/7 for becoming familiar with using public transit
  - vii. Grade 8 registration night January 25<sup>th</sup> at 7:00pm
  - viii. Online safety seminar in January
- d. Committees:
- i. Fundraising
    - a. Santa Photos – very well received. Raised \$500
    - b. Purdy's Christmas – \$1887 profit
    - c. Abbotsford Canucks – game is in April. \$5 from each ticket goes to the PAC
    - d. Growing Smiles - \$135 profit
  - 2. Events
    - a. Hot Lunch
      - December 1 – Hot dog lunch, approx \$1000 profit as using previously purchased items
      - December 22 – Albion Pizza – students to bring plates and utensils
      - January 19<sup>th</sup> – Quesada, will be posted before Christmas
    - b. Winter Market - good turn out and vendors were happy. Approx \$2900 in revenue. Will do it again next year. Christina is working on a binder/template for a to-do list for event continuity next year
    - c. Dance – will be an inclusive family dance with admission by donation. Will have a concession. Executive member sitting on the dance committee is Beth. Beth proposed a budget by \$1000  
 Motion: We are requesting a \$1000 budget for the dance with a goal of breaking even  
**Moved by: Charles**  
**Seconded by: Corinne**  
**Motion CARRIED**
    - d. Carnival
      - i. Submitted proposed budget of \$7000. Expecting this to be a high estimate but this will cover rentals, games, concession, tickets, etc.  
**Motion: Carnival committee requests approval of a budget of \$7000**  
**Moved by: Charles**  
**Seconded by: Kim**  
**Motion: CARRIED**

6. Old Business

- a. New Playground/new bank account
  - i. Table until next meeting
- b. Lunch Subsidy
  - i. PAC typically provides hot lunch for the subsidy students. This year the number has increased to 35.
  - ii. In October PAC paid \$150 for the subsidy program lunches on hot lunch day. For November the school cooked items that were on the menu and it cost \$54. Hot dog lunch was fully funded by the PAC thanks to donations and ability to use food items already purchased.
  - iii. Going forward, PAC is unable to continue to pay for 35 subsidized lunches
  - iv. We will put a higher donation amount on Munch a Lunch and call out for families and small businesses to act as sponsors.

7. New Business

- a. Growth Plan
  - i. Middle Childhood Development Inventory done in grade 4 and 7 through UBC to assess the overall wellbeing of students
  - ii. The above survey showed that in grade 7, there are more concerns with engagement, feeling welcome, and having adults that are important to them
  - iii. Information will go on the district website
  - iv. Goal 1: To enhance a sense of belonging by building stronger connections among students, staff, and families. School has created an Action plan for how to achieve these goals (will be posted on district website)
    - 1. Staff working on trauma informed practice and learning about inclusivity
  - v. Goal 2 – how can we make our classrooms more accessible for all learners in the academic areas of literacy and academics? This is a universal design for learning and will work on implementing this more. Diversity in classrooms has increased, and want to ensure support can be accessed in the classroom.
- b. Fun Day
  - i. There is confusion between the teachers fun day and the PAC sponsored fun day. Future fundraising efforts will need more clarification
- c. Sensory Room
  - i. Table discussion until next meeting
- d. Pancake Breakfast
  - i. Beth & Corinne will coordinate event
  - ii. Tanya will check with Costco for donations
  - iii. Katie Blair will reach out to her company to ask for donations
  - iv. Motion: Approve a budget of \$500 for pancake breakfast.  
**Moved by: Corinne**  
**Seconded by: Beth**  
**Motion: CARRIED**

8. Adjourned at 8:00

**NEXT MEETING:** January 17th