



PAC Meeting Minutes

Sandy Hill Elementary School

September 22, 2025

In person and Zoom 6:30 pm to 8:16

Attendance:

Brooke Kuyer , Phil Osler, Kathy Asselstine, Chelsea Miurhead, Jennifer Shaw, Patti Gerbrand, Julia Christiansen, Aimee Miedema, Sienna Pedersen, Jacqueline Schellenberg, Carolyn Goor, Megan Faber, Yoonah Lee, Amanda Reid, Siwon Lee, L Jin. Jen Ronnenkamp and D (online)

Sharon and Mme Portas

Approval for previous meeting minutes (June 2025):

Phil motioned to approve the minutes and Aimee seconded. The minutes were approved.

Principal's Report-Mme Portas

Mme Portas shared the Principal's Report (attached).

Committee Report/Update - Brooke/Aimee

- Goals for 2025
- Volunteer Update/Committee Update
- Teacher Appreciation Day

Brooke advised that PAC would like to have a direct line with the teachers. Mme Portas has advised the teachers to reach out to PAC. The calendar on the school website is now subscribable and link can be found here.

The accessible playground was a success last year and made possible by fundraising efforts through school events and large private donations.

Grade 5 Movie Night proposed, and some fun dance related events to help foster sense of community. The PAC will have some gift cards for volunteers and as appreciation gifts as needed.



Excited to welcome new Principal, and have Sharon remain as our VP. We have a great feeling about the year ahead.

We have new members this year that helped grow our Exec team:

Chelsea, Jenni, Kathy and Amanda. We added two new positions: assistant fundraising coordination, and assistant events coordinator. Chelsea is also filling a role we haven't had in the past few years: DPAC Rep.

Volunteer Group Chat in Whatsapp continues to grow – we are grateful for the parent support.

Communication:

We were hoping to have a direct line of communication to the teachers this year as we haven't in years past. Discuss logistics.

Goals for this year:

Carrying over from last year, we wanted to complete "Phase 3" of the Accessible features at our school. We had a generous private donation which allowed us to complete the Buddy Bus, and musical instruments.

Our hope for Phase 3 is to focus on inside.

This corresponds nicely with the new principal's goals as Shelley has already converted one classroom into a larger Resource Room. Our original goal was to support classroom equip, but we think it makes more sense to support the creation of the new Resource Room



as that can be accessed by all students. Shelley will keep us updated with what we need.

There is a grant for upwards of \$10k that is open until Oct 17. We think the sensory equip may quality. Once Shelley has determined what they need, we will get quotes and see if we have time to move forward with applying for a Grant. If not, we will continue to fundraise for what is needed.

Other goals carrying over from last year include a mural: we got the initial OK from facilities, but did not discuss this plan any further so we would like to discuss this further with the current team/Shelley and see what is realistic.

Got a quote last year and early approval from Cathy re: supportive swing – this can be revisited but cheapest option would be to replace one of the traditional swings

Other items discussed last year: new track and field jerseys

Starfish students – there was additional funding last year to supplement their Hot Lunches etc, this funding is not in place this year – do we need an extra fundraiser? We have some silent sponsors that have come forward but this is not necessarily something we want to advertise for fear of students feeling excluded.

We also discussed possibly creating some new “merch” and revamping the logo but are unsure if this is permitted – Megan has an update on this.

We have created a Grade 5 Committee which Barbi is heading. We have a very keen group of parents this year and are grateful for their support. Early stages are determining who



will organize sweatshirts (Britt and Julia), and Yearbook – Megan support from last year, Emily from 2 years prior.

In years past we've hosted a Gr 5 BBQ in Sept, but it was quite rushed and difficult to get off the ground in a short time frame. We've pivoted to the idea of a Movie Night – thinking in November but the Gr 5 Committee will determine alongside Shelley and Sharon.

Aimee:

Teacher Appreciation Day(s)

GC purchase ahead of time to have on hand

Update on Teacher Staff Room fridge

Social Media update

Chelsea will be attending DPAC. There is a PAC 101 event on October 1, 2025 at William Fraser Middle School.

Treasurer's Report/Budget Proposal - Phil

Budget shared (see attached)

Fundraiser Update/Report – Jenn and Amanda

Fundraising report: Purdy's, Sandy Hill Swag

Events Report/Hot Lunch Update – Barbi, Kathy

- Holiday Market (request for donations), Spring Fair or Carnavale
- Hot Lunch proposed vendors/schedule

Motion to Adjourn:

Sharon motioned to adjourn. Aimee seconded. The meeting was adjourned at 8:16.



Parent volunteers needed. If parents are interested, please

contact us!

Follow Us On Facebook: [_https://www.facebook.com/profile.php?id=61551447533239](https://www.facebook.com/profile.php?id=61551447533239)

Follow Us On Instagram: www.instagram.com/sandyhillpac

Email us: sandyhillpac@gmail.com

Hot Lunch, Fundraising & Newsletters: sandyhill.parentcouncil.net

Sandy Hill PAC Budget 2025/2026

Opening Balance

September, 2025.

General Account	Gaming Account
\$21,741.69	\$7,184.94

Gaming Grant

Field Trips	\$20 K-4 \$30 Grade 5
Other Items	Requested by school admin and voted on at PAC meetings throughout the year

General Acct

	Current Year 2024/2025		Last Active Year 2024/2025		Past Years 2023/2024	
	Proposed	Actual	Budget	Actual June 2025	Budget	Actual June 2024
Operating Expenses	\$1,000.00	-	\$1,000.00	\$560.49	\$1,000.00	\$1,380.94
Emergency Supplies	\$400.00	-	\$400.00	\$20.97	\$400.00	\$87.43
Sunshine Fund	\$1,000.00	-	\$1,000.00	\$0.00	\$1,000.00	\$1,003.45
Small Manipulatives	\$2,000.00	-	\$2,000.00	\$1,797.18	\$1,000.00	\$800.00
Fine Arts	\$1,000.00	-	\$1,000.00	\$1,008.00	\$1,000.00	\$1,270.00
Decorations	\$750.00	-	\$750.00	\$709.83	\$200.00	\$0.00
Sports Day	\$500.00	-	\$500.00	\$208.36	\$1,000.00	\$239.95
Grade 5 Hoodies	\$2,000.00	-	\$2,000.00	\$1,813.65	\$2,000.00	\$2,206.43
Grade 5 Events	\$500.00	-	\$500.00	\$164.32	\$500.00	\$273.37
PAC events	\$750.00	-	\$750.00	\$181.21	\$500.00	\$0.00
Teacher Appreciation	\$3,000.00	-	\$3,000.00	\$2,369.61	\$1,500.00	\$3,903.27
Gym Equipment	\$2,500.00	-	\$2,500.00	\$0.00	\$2,500.00	\$2,519.48
Membership Fees	\$1,000.00	-	\$1,000.00	\$336.00	\$2,500.00	\$0.00
TOTAL	\$16,400.00	\$0.00	\$16,400.00	\$9,169.62	\$16,100	\$14,229.92

Bookfair

Pancake Breakfast

Carnival

Membership fees

Account Descriptions

Operating Expenses:

This includes all expenses to run the PAC as an organization.

E.g. Bank Fees, Fees to order blank cheques, Annual Subscriptions.

Provide granola bars at beginning of the year for the school emergency kit, Unused bars may be distributed as snacks on sports day.

Support family going through loss and grief.

Classroom Supply Fund \$100 per division.

Presentations put on for students of all grades.

New decorations purchased to be used for various events and holidays.

Sports day related expenses.

Subsidise purchase of custom signed hoodies for grade 5s.

Grade 5 events that are run throughout the year.

Costs associated with PAC run events.

Teacher appreciation week, days, retirements. etc.

Reimburse school for purchase of new gym equipment each year.

E.g. BCCPAC Conference attendance, CPF Membership.

DPAC MEETING REPORT- September 25,2025

DPAC Rep- Chelsea Muirhead attended

Superintendent Nathan Ngieng Presentation

Supt. Ngieng attended the meeting to present information on the start up of school and Literacy and Numeracy Report. Here are some key highlights from his presentation and some questions and answers from parent reps. This is not exhaustive and more information can be found in the meeting minutes for the DPAC.

Start Up

- There have been 400 teacher and 100 support staff hired in the last 6 months
- Held a back-to-school event at Abby Sen. Delivered 700 backpacks with food and supplies to students sponsored by community partners
- Tech plan:
 - o over the summer 2000 computers were replaced district wide
 - o Commitment to update equipment for students and teachers
- New building projects to be completed between Oct and Dec 2025
 - o `Expansion at Stenerson almost complete
 - o Abby Middle school 8 classroom expansion
- Facilities conducted the through cleaning and maintenance of all schools inside and on outside walls over the summer.
 - o They completed 13500 work orders las year and are doing a great job
- Transportation update
 - o 10% of all students use the bus system
 - o Still working through challenges

Questions for the Supt. (All questions and answered approx.)

1. How does the district determine which tech gets upgraded?
They are on 3-year cycle for teachers and the IT department has a system to assess needs.
2. How are you dealing with discontinuing software and aging equipment (Chromebooks)?
It's challenging to keep up and the cost of repairs is significant. They can not afford to provide equipment for every student.
3. The pay for bus service to choice schools is a limiting factor for some parents with financial restrictions how is this being addressed?

No real answer. Except to say 90 % of their budget goes to wages and everything else is for all other areas. (questioner suggested a user pay model, Supt. Said all is up for discussion)

4. There use to be a Staples program for purchasing tech are there any other option or can that program comeback?

We will have to look into possible partners for something like that to strengthen our buying power

5. Many children bring their own devices to school and while parents can monitor use at home they can't at school, there is a fear they are accessing inappropriate websites at school like YouTube. Can we block these from students but still allow teacher access? Can we block them?

There are definitely blocks and restrictions in place students can not access whatever they want at school. However, we can't anticipate if a student learns how to work around these safeguards. You can have conversations with the teacher and principle but it also needs to be a conversation at home with students.

6. When bussing for school trips we often have to pay for a charter bus because the school buses have limited hours for field trips and it's very costly how can we remedy that?

Unfortunately, we need the busses for pick up and drop offs as stated above we are stretched thin and if a field trip is far away and close to the time the busses are needed that can cause a domino effect. We encourage local field trips to avoid this problem.

7. You stated that you are adding classes that the middle school level, what is being done to expand the senior level that is at capacity?

There is a long-term plan you can read about it.

Literacy and Numeracy Report

- Student assessments have been done in several areas literacy and numeracy, Social success, and carrer. The participants are in grade 4,7 and 10
- For our foundation skills assessment we have an outstanding 90% participation, which gives us an accurate picture of how our kids are doing
- We have found our results to generally be inline with the provincial trends; we of course are always striving for improvement but we are not in a decline for literacy the Gr.10 assessment has been stable over 5 years
- Numeracy is in decline compared to the province however over the past 3 years there has been a positive increase Gr.4 and 7 . There have been some concerns about the assessment its self for the Gr. 10s and it may need to be reevaluated
- Results for the social assessment

- Across gr.4,7 and 10 increase in feeling welcomed
- Safety is at 76% positive and has been steady over 5 years
- Feeling of belonging is on a positive trend
- Feeling like adults in the school is above the BC average
- Career Development
 - Abbotsford has a high graduation rate of 90%
 - Focus is on how to support the other 10% to graduate comprising of students with disabilities, Indigenous and children in care

Questions for the Supt

1. Why have we switched to School board employed clinicians rather than third party?
Weve always had some of both involved but felt it was easier and more efficient to employ clinicians so they can be moved to where they are needed. This model is more similar to the provincial model. We still have ties to outside help.

Comment. Thanking the board for standing with ATS while they deal with the city and the province wanting to put supportive housing next to the school, they would love the support of other PACs and parents by signing their petition.

DPAC Meeting business

- The DPAC had three meetings prior to this one for planning of website, PAC101 seminar and plan for the year
- 2 members of DPAC attended the BCCPAC AGM over the summer the found it valuable to talk to other DPACs on how the run . We had 20% of the votes because of our PACS sending in their proxies. Thank you!
- DPAC has sent in two separate letters in support of ATS, There is a city bylaw that prohibits the building of supportive housing with in 300 ft of a school or day care. There is some concern the province is able to by pass this law.
- Appointed new executives to Secretary, Indigenous Rep and Inclusion Rep
- DPAC will cover the cost for all PACs in the district to join the BCCPAC we need to do this before Nov.15 for them to cover the cost.
- DPAC wishes to recruit 3 members to join a committee to review the Constitution and Bylaws of the DPAC please email by Oct 16th ; this is expected to take several meetings to resolve and the hope is the new B&C will be adopted by the AGM

