MINUTES

Scott Creek Middle School - PAC Meeting
November 3, 2025 5:00pm – 6:00pm
Location: Scott Creek Library or GOOGLE MEET

We acknowledge that our meeting today is on the traditional, ancestral unceded territory of the kʷikʷəƛə'm (Kwikwetlem First Nation). I thank the kʷikʷəƛə'm who continue to live on these lands and care for them, along with the waters and all that is above and below.

2024/2025 PAC Executive

- Ellie Hutton, President
- Leila Harrison, Vice President
- Jessica Jones, Treasurer
- Jana Juhnevica, Secretary
- Sabrina Aslam, DPAC

Contact: ScottCreekPAC@gmail.com

FYI Scott Creek PAC Constitution and Bylaws

Meeting link: PAC Meeting | Microsoft Teams | Meetup-Join

Meeting Agenda:

1. Call to Order / Welcome and Introductions

Attendance: Ellie, Leila, Jessica, Jana, Sabrina, Dawn, Charmaine

Note regarding quorum: Voting members in attendance are considered quorum so long as the general or special meeting agenda was called 7 days in advance of the meeting. If shorter notice was given for a special meeting then 50% of the executive plus the voting members present is considered quorum.

2. (1 min) Approval of Agenda

MOTION: Leila SECONDER: Jessica RESULT: Passed

3. (2 mins) Approval of Minutes of previous meeting(s): September 8, 2025 LINK

MOTION: Sabrina	SECONDER: Charmaine	RESULT: Passed

4. (10 mins) Administrative Report: Daren Fridge, Anthony Veltri

- Cops for Cancer
- Camp Squea - leadership and overnight camp
- Annual Terry Fox Run
- Truth and Reconciliation Day. We don't do a formal assembly. Each community does something different
- Squeak and Squack. Great turnout
- Sports - cross country (grades 6-8 champions), swim team, volleyball - all coached by volunteer staff
- Field trips - aquarium, big way hot pot, aquatic centre, grouse mountain
- Activities - halloween dance, pumpkin carving, scholastic book fair
- Teacher triads - happening this week
- Learning updates/report cards coming in 6 weeks
- Outdoor benches have arrived (2 of 3 installed) - PAC purchased these
- Next capital project - lighting in the gym (LED upgrade)
- Ski and snowboard club

5. (10 mins) President's Report: Ellie Hutton

- Emotion Coaching workshop - discuss dates and promotion. January 20 or 27. Get additional insurance
- Parents / Caregivers night
- Scott Creek - social media accounts. Do we want to use social media more for the PAC?
    - Do more with newsletter communication first
    - Add hot lunch details to newsletter
    - Communicate what PAC is doing / what we supported
- Updating our bylaws and constitution - Ellie to talk to Sabrina afterwards
- Administrative requests - nothing yet
    - Anthony checking on invoice re benches
    - We also need invoice for logo/school beautification
    - Community t shirts should be coming soon
- Hot lunches - going well so far. Mary Brown's challenges, we've shared feedback. They sold their location so making some changes. 3 parent volunteers at last lunch, plus students
- Ask for FTE donations

6. (5 mins) DPAC Report: Sabrina Aslam

7. (5 mins) Treasurer's Report: Jessica Jones

7.1 Fundraising goals for 2025/2026:

- ✅ Saleema Noon. Note: already allocated from Gaming account
- Community T shirts - $12,000-15,000. Actual = $10,176.42 from Gaming account
- FTE (staff/teacher classroom funds) - $3500 (paid from General account/donations)
- Staff appreciation in May - $1500 (paid from General account /donations)
- Grade 8 leaving ceremony - $1800 (from General account)
- Admin requests - TBD. If there are any, please send before next PAC meeting

7.2 Bank balance and available funds

Account	**Bank Balance**	**Allocated**	**Available**	**Notes**
General	$22,404.92		$22,404.92	
Gaming	$25,401.67	$2467.50	$22,934.17	$2467.50 motioned at AGM on May 5 to cover Saleema Noon in February 2026. Passed and allocated.
Total	**$47,806.59**		**$45,339.09**	

Gaming grant:

- $12,780. Down from last year because lower enrollment.
- Spent $17,000 last year

General account:

- $22,404.92 balance
- Hot lunch payments are largely in. Still have rest of year to go for payments to vendors
- $3500 profits for hot lunch from last school year
- Staff appreciation - $2000. Expenses were $1182
- FTE - $890

8. Motions:

None required
Next meeting January 12 - vote on amount for teacher appreciation

9. Open Discussion (Time Permitting)

20 minutes discussion about what success means for middle school students.

10. Adjournment - planned for 6pm. TIMESTAMP

MOTION: Jana	SECONDER: Charmaine	RESULT: Passed

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FYI Next Meetings:

January 12, 2026	5:00 PM	Scott Creek Library and online
March 2, 2026	5:00 PM	Scott Creek Library and online
May 4, 2026	5:00 PM	Scott Creek Library and online AGM and Election of Officers for 2026/2027