MINUTES

Scott Creek Middle School - PAC Meeting
September 14, 2026 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.

2026/2027 PAC Executive

- Ellie Hutton, President
- Leila Harrison, Vice President
- Alisha Enns, Treasurer
- Zahra Damjanovic, Secretary
- Sabrina Aslam, DPAC

Contact: ScottCreekPAC@gmail.com

FYI Scott Creek PAC Constitution and Bylaws

Meeting link: https://meet.google.com/akv-eshd-age

Meeting Agenda:

1. Call to Order / Welcome and Introductions

Attendance: Twelve attendees in person (Ellie Hutton, Leila Harrison, Alisha Enns, Zahra Damjanovic, Sabrina Aslam, Jessica Jones, Amy Duong, Anthony Sandler, Kat Della Vedova, Stephanie Valearde, Soroush Chehrei, Wendy Chamberlain), plus seven more online (Adam Koerner, Dawn Rault, Farnosh Parsi, Jan Woo, Lisa, Nancy, Pierre Ouellet)

Administration: Daren Fridge, Angie Vanstaalduinen

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 Harrison SECONDER: Zahra Damjanovic RESULT: Passed

3. (2 mins) Approval of Minutes of previous meeting(s): May 3, 2026 LINK

MOTION: Dawn Rault SECONDER: Leila Harrison RESULT: Passed

4. (10 mins) Administrative Report: Daren Fridge

- Introductions to Catarina - new music teacher, and Angie Vanstaalduinen - new Vice Principal
- Mr Fridge and Mrs Vanstalduinen met with each grade individually and shared details about themselves and their families
- Everyone in at least grade 6 gets a planner this year to help with communication at home and for students to stay organized
- Shared resources on emotional regulation to students
- Students not allowed on e-bikes and e-scooters on school property

5. (15 mins) President's Report: Ellie Hutton

2025-2026 Year in review:

- Monthly hot lunches and Kona Ice
- Asked for donations for classroom fund and May staff appreciation
- Decided for 2026-2027 school year that we would NOT pay for community t-shirts, and instead would allocate funds towards the clock upgrade and other administrative requests
- We funded:
    - ✅ Community T shirts - $10,176.42 from Gaming account
    - ✅ Saleema Noon - $2467.50 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 gaming grant)
    - ✅ Admin requests - Clock upgrade for gym - $10,000

2025-2026 Planning:

How could the Scott Creek PAC best serve the students, parents / caregivers, staff and school this year? What would you like to see us start, continue or stop doing?

Initial plans for the 2026-2027 year:

- September open house presentation - September 24
- Emotion Coaching workshop - potential date Oct 8
- Created by kids fundraiser - community t-shirts and other swag can be ordered this way - promotion starts Oct 5

- Parents / Caregivers night - potential dates for Fall. Leila to update
- Administrative requests for 2026/2027 - none yet

Volunteer opportunities:

- ProD day in May for staff appreciation
- Hot lunches (third Tuesday of every month, except for September 29). Thank you Leila Harrison! We also need Munchalunch admin
- Field trips (must complete volunteer form and criminal record check)

For discussion:

- Introducing a dress code policy - for discussion at next PAC meting
- Coyote Crew - yes it's still running for grade 7s and 8s

Hot lunch (Leila to give update):

- New hot lunch policy in September
    - Another student in the class will have access to the food
    - You have until week before to cancel

6. (5 mins) DPAC Report: Sabrina Aslam

7. (5 mins) Treasurer's Report:

7.1 Fundraising goals for 2026/2027:

- 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 gaming grant)
- Admin requests - TBD

7.2 Bank balance and available funds

NOTE: These are approximate and will be updated by new treasurer once formally elected.

General: ~$4000

Gaming: ~$3000

8. Motions:

8.1 Add Alisha Enns as signatory to Vancity general and gaming account.
MOTION: Ellie Hutton SECONDER: Anthony Sandler RESULT: Passed

8.2 $336 for Munchalunch annual fee from general account.
MOTION: Ellie Hutton SECONDER: Zahra Damjanovic RESULT: Passed

9. Elections

Vice-President: Supports the president and steps in as needed.

Nominations:

Motion: Nominate Leila Harrison for position of Vice-President.

MOTION: Ellie Hutton SECONDER: Sabrina Aslam RESULT: Passed

Treasurer: Manages finances, prepares reports, and oversees spending.

Nominations: Alisha Enns

Motion: Nominate Alisha Enns for position of Treasurer.

MOTION: Ellie Hutton SECONDER: Sabrina Aslam RESULT: Passed

Secretary: Records and shares meeting notes and agendas.

Nominations: Zahra Damjanovic

Motion: Nominate Leila Harrison for position of Secretary.

MOTION: Ellie Hutton SECONDER: Sabrina Aslam RESULT: Passed

10. Open Discussion (Time Permitting)

11. Adjournment - planned for 6pm. 6:09

MOTION: Ellie Hutton SECONDER: Dawn Rault RESULT: Passed

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FYI Next Meetings:

Scott Creek Library and online at 5:00 PM**:**

- September 14, 2026
- November 2, 2026
- January 11, 2027
- March 1, 2027
- May 3, 2027 (AGM and Election of Officers for 2026/2027)