

Manoah Steves Elementary School Parent Advisory Council (PAC) Meeting Minutes:

Monday 08 September 2025 • 6:30 pm

PAC Executives

Chair: Noel Eaton • **Secretary:** Andrew Ip • **Treasurer:** Nhi Loi
RDPA Rep: Dionne Peralta • **RAM Rep:** Jenny Feng, Karina Ho
Members At Large: Joyce Fung, Candace ReidSohier, Dionne Peralta

1.0	(6:30) Welcome and Introductions
1.1	(2 min) Territorial Acknowledgement: Manoah Steves is situated on the unsundered territory of the Musqueam people located in the Sturgeon Bank Estuary and near the historical Musqueam camps of q^weyaʔx^w (Garry Point) and ʔən^xwícən' (Francis Road). Traditionally and ancestrally, and since the beginning of memory, Musqueam people have shared the stewardship of this land, located at the mouth of a great river (stó:lō) with Tsawwassen, Kwantlen, and other Coast Salish Peoples.
1.2	(1 min) Attendance 8 ppl in person, 5 ppl online, Ms Corneil
2.0	(6:33) Approval of Agenda and Minutes
2.1	(1 min) Approval of Agenda dated 08 September 2025 – APPROVED
2.2	(1 min) Approval of Minutes dated 02 June 2025 – APPROVED
3.0	(6:35) PAC Reports
3.1	(4 mins) Chair and Treasurer Report - Last year's expenses are in the process of being reconciled - Operating budget currently stands at \$21,764.65, plus a GIC of \$3,686 - Gaming account has \$3,037.49, with \$2,000 earmarked for outdoor education for the Grades 6/7s - Action items: - Noel to resubmit association documents with addresses for all executives to Stripe so that last year's held funds can be released. - Talk about doing next grant for outdoor education once we receive monies from the gaming commission (usually in Oct)
3.2	(2 min) Richmond Association of Montessori (RAM): Jenny Feng - First meeting will be on Oct 7 at 7pm - Cash drive email has been sent out
3.3	(4 min) Richmond District Parent Association (RDPA): Dionne Peralta - First meeting will be on Oct 7 - RDPA will sponsor/reimburse 1 person to get FoodSafe certification - Steves PAC will also continue to leverage MS Teams license provided by RDPA

	● Action items: ○ Follow up on who will get the FoodSafe certification
3.4	(10 mins) Treat Day / Fruit & Veggie Program: Joyce Fung ● No dates yet for fruit and veggie program yet as they're typically last minute ● Treat Day will start Sept 11 and every two weeks afterwards ● First treat day will be popsicles; subsequent ones will be popcorn until the spring. ● Jenny suggested that perhaps we can have a treat day after school at 2:45pm, but we will need a volunteer to host this ● Action items ○ Find volunteers for next Thursday, Sept 18 to host an after-school treat day (popsicles) to kids sticking around (coincides with Meet the Community Night)
4.0	(6:55) Administration Report
4.1	(25 mins) Report from Principal Corneil ● We were able to start with full staff ● School will have Terry Fox run on Sept 19 ○ PAC will supply apples ● Meet the Community Night on Sept 18 (5-6pm) ● Discussion about Rainbow ("Be You") Club, its purpose, and concerns raised by parents regarding content ○ Ms Corneil will send home an outline of what Rainbow/"Be You" Club is when it's time to happen, and will let teachers know about parental comments at the first meeting with teachers ● Question about improving HVAC systems in the school due to high temperatures and smoke from wildfires ○ Ms Corneil will check into improving HVAC systems in the school ● Question about why some classes have band opportunities and others do not ○ Generally, band is only funded for the first four oldest divisions, but other divisions get music/dance with Ms Ho ● Inquiry about an incident where a child was told they couldn't play on the playground due to a reserved space ○ Ms Corneil noted that parents shouldn't hesitate to go to the office and talk to either Ms Sorensen or her if this occurs again in the future ○ Generally, the playground is shared between the school, the daycare, and Royal Blue Heron Montessori Academy with each having their own dedicated time on the grounds
5.0	(7:20) Bring Forward Items
5.1	(1 min) Hot Lunch ● Hot lunch dates announced (available on school calendar), with the first hot lunch on Oct 3rd ○ We will be continuing with Fantuan

5.2	(7 mins) Movie Nights • Movie nights are scheduled, with first movie night on Sept 26 • Motion to pay \$425 for movie night license – APPROVED • Side discussion on potential for parents or PAC to host alternative events (public safety, reading club, public speaking club)
5.3	(4 mins) Holiday Dance and Spring Fling • Dance on Dec 12 • Spring Fling on May 14 • Motion to approve (\$132 x 2) for cleaning fees – APPROVED
5.4	(5 mins) Fundraisers • Discussion about fundraising, including potential for a samosa fundraiser for Diwali • Further in-depth discussion postponed to next meeting • Action item: ○ Contact samosa people
5.5	(7 mins) Spiritwear • Discussion about spirit wear, including working with an Indigenous artist and offsetting costs • Action items: ○ Send survey/WhatsApp poll to ask parents on what they would like buy for spiritwear
5.6	(3 mins) Bylaw amendment (Grad Committee Exec) • Postponed to next meeting
5.7	(2 mins) 1st Day breakfast update • Motion to increase breakfast budget to \$150 instead of \$100 last June – APPROVED
6.0	(7:26) New Business
6.1	(3 mins) Approval of meeting dates – APPROVED
6.2	(5 mins) Answer questions and concerns
7.0	(7:34) Bring Forward to next meeting
7.1	(1 min) Non-profit status
7.2	(1 min) Bylaw review
8.0	(7:54) Meeting Adjourned
8.1	Next Meeting: October 6, 2025