

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

Monday 07 April 2025 • 6:30 pm

PAC Executives

Chair: Noel Eaton • **Co-Secretaries:** Andrew Ip & Wincy Ranson • **Treasurer:** Ivy Haisell
RDPA Rep: Samantha Cheung & Nhi Loi • **RAM Rep:** Karina Ho
Members At Large: Joyce Fung, Len de Los Reyes, Candace ReidSohier

1.0	(6:30) Welcome and Introductions
1.1	<p>(2 min) Territorial Acknowledgement:</p> <p>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^xʷicən' (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.</p>
1.2	<p>(1 min) Attendance</p> <ul style="list-style-type: none"> • 6 in-person, plus Ms Corneil • 3 on Zoom
2.0	(6:33) Approval of Agenda and Minutes
2.1	(1 min) Approval of Agenda dated 07 April 2025 – PASSED
2.2	(1 min) Approval of Minutes dated 03 March 2025 – PASSED
3.0	(6:35) PAC Reports
3.1	<p>(1 min) Chair: Noel Eaton</p> <ul style="list-style-type: none"> • Sent flyer re: Girl's STEM workshop to Ms Sorensen
3.2	<p>(3 mins) Treasurer: Ivy Haisell</p> <ul style="list-style-type: none"> • Finally got our cheques and will be sending out owed <ul style="list-style-type: none"> ◦ \$3,900 for classroom teachers (voted on back in Oct) • \$6,622 in our gaming account • \$23,953 in general account • Have not yet received monies for dimsum sale or hot lunches from first half of year • \$3,686 in GICs that will mature in 2 years • Sam reminded us to send gaming grant application
3.3	<p>(2 mins) Richmond Association of Montessori (RAM): Karina Ho</p> <ul style="list-style-type: none"> • (absent)
3.4	<p>(3 mins) Richmond District Parent Association (RDPA): Samantha Cheung & Nhi Loi</p> <ul style="list-style-type: none"> • Meeting is tomorrow • Will be discussing about May AGM and nomination process for next executives

	<ul style="list-style-type: none"> • For each school, we need to have our rep in the May meeting to vote for the executives (must be in-person) • Will be planning for the Appreciation Dinner in June (2 people from each school) • We will need someone to replace Sam as RDPA rep in the next year
3.5	(2 mins) Treat Day / Fruit & Veggie Program: Joyce Fung <ul style="list-style-type: none"> • Carrots and milk were delivered last Wed <ul style="list-style-type: none"> ◦ Next delivery on Apr 17 • Starting next Treat Day, we will be switching to ice cream bars/popsicles instead of popcorn
4.0	(6:46) Administration Report
4.1	(15 mins) Report from Principal Corneil <ul style="list-style-type: none"> • Starting to turn over for the next year <ul style="list-style-type: none"> ◦ Currently we have 34 K's (Montessori + neighbourhood) ◦ Overall numbers are pretty similar as last year • Reports going home on Apr 28 • Encouraging parent participation for Strategic Plan open houses <ul style="list-style-type: none"> ◦ https://sd38.bc.ca/board-education/strategic-plan-2025-2030 • Track & Field (T&F): May 6 <ul style="list-style-type: none"> ◦ Will send a notice to parents later this week ◦ Will need parent volunteers to drive students • Check school calendar for T&F, band, musical
5.0	(7:01) Bring Forward Items
5.1	(3 mins) Gym Rentals <ul style="list-style-type: none"> • 3 rentals coming up <ul style="list-style-type: none"> ◦ 2 movie nights, 1 dance ◦ We are not being charged for movie nights ◦ For dance, they will charge \$40/hr for 3 hrs <ul style="list-style-type: none"> ■ Noel will follow up with Ivy for a cheque • For next year's movie nights, we will need to plan out dates ahead of time (in June)
5.2	(3 mins) Fundraisers <ul style="list-style-type: none"> • Dim sum sold \$1400 of items, but after fees, we probably only raised about \$100 or so • Aiming to do 2 more fundraisers before the end of the year <ul style="list-style-type: none"> ◦ Golden Samosas ◦ Neufeld Farms
5.3	(3 mins) Hot Lunch <ul style="list-style-type: none"> • Fantuan is so much easier than MunchaLunch to organize • We may want to consider doing a cheat sheet for next year's parents especially due to complexities of ordering for multiple kids
5.4	(1 mins) Movie Night <ul style="list-style-type: none"> • Apr 25 and June 6 • Noel will send volunteer sheets

5.5	(1 mins) Spiritwear - school logo <ul style="list-style-type: none"> • Will need parent volunteers to help kids size and collect orders • Will plan for Fall
5.6	(10 mins) Spring Dance <ul style="list-style-type: none"> • May 15 from 6-8pm • Cost is \$1023.75 for the DJ • Rental for \$120 • Noel will check capacity limits for gym <ul style="list-style-type: none"> ◦ Aiming to pre-sell 300 tickets • Grades 5 and under must be accompanied by adult <ul style="list-style-type: none"> ◦ 6/7 can come alone or with siblings • Will initially open to families at Steves, potentially open it up to alumni depending on sales • We will sell concessions <ul style="list-style-type: none"> ◦ Should also sell glo-sticks → look into Temu
6.0	(7:22) New Business
6.1	(5 mins) answer questions and concerns
7.0	(7:27) Bring Forward to next meeting
7.1	1. Appreciation dinner 2. RDPA AGM nominations
8.0	(7:29) Meeting Adjourned - 7:33pm
8.1	Next Meeting: May 5