

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	<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^xw'icən' (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"> 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	<p>(4 mins) Chair and Treasurer Report</p> <ul style="list-style-type: none"> 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: <ul style="list-style-type: none"> 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	<p>(2 min) Richmond Association of Montessori (RAM): Jenny Feng</p> <ul style="list-style-type: none"> First meeting will be on Oct 7 at 7pm Cash drive email has been sent out
3.3	<p>(4 min) Richmond District Parent Association (RDPA): Dionne Peralta</p> <ul style="list-style-type: none"> 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

	<ul style="list-style-type: none"> ● Action items: <ul style="list-style-type: none"> ○ Follow up on who will get the FoodSafe certification
3.4	<p>(10 mins) Treat Day / Fruit & Veggie Program: Joyce Fung</p> <ul style="list-style-type: none"> ● 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 <ul style="list-style-type: none"> ○ 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	<p>(25 mins) Report from Principal Corneil</p> <ul style="list-style-type: none"> ● We were able to start with full staff ● School will have Terry Fox run on Sept 19 <ul style="list-style-type: none"> ○ 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 <ul style="list-style-type: none"> ○ 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 <ul style="list-style-type: none"> ○ Ms Corneil will check into improving HVAC systems in the school ● Question about why some classes have band opportunities and others do not <ul style="list-style-type: none"> ○ 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 <ul style="list-style-type: none"> ○ 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	<p>(1 min) Hot Lunch</p> <ul style="list-style-type: none"> ● Hot lunch dates announced (available on school calendar), with the first hot lunch on Oct 3rd <ul style="list-style-type: none"> ○ We will be continuing with Fantuan

5.2	(7 mins) Movie Nights <ul style="list-style-type: none"> • 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 <ul style="list-style-type: none"> • Dance on Dec 12 • Spring Fling on May 14 • Motion to approve (\$132 x 2) for cleaning fees – APPROVED
5.4	(5 mins) Fundraisers <ul style="list-style-type: none"> • Discussion about fundraising, including potential for a samosa fundraiser for Diwali • Further in-depth discussion postponed to next meeting • Action item: <ul style="list-style-type: none"> ○ Contact samosa people
5.5	(7 mins) Spiritwear <ul style="list-style-type: none"> • Discussion about spirit wear, including working with an Indigenous artist and offsetting costs • Action items: <ul style="list-style-type: none"> ○ Send survey/WhatsApp poll to ask parents on what they would like buy for spiritwear
5.6	(3 mins) Bylaw amendment (Grad Committee Exec) <ul style="list-style-type: none"> • Postponed to next meeting
5.7	(2 mins) 1st Day breakfast update <ul style="list-style-type: none"> • 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