



Gilpin PAC
Meeting minutes

Date
Tuesday April 22, 2025

Location
Gilpin Library

Called to order
7:15pm

Chair
Matthew

Secretary
Jennifer Ryan

Adjourned
8:37pm

Attendees: Matthew (Chair), Jen Ryan (Secretary), Lauren (DPAC Rep), Eva Young (Principal), Tara Miletich (Head Teacher), Lisha, Rachel, Celina, Heather Attendees Zoom: Linda (Co-chair), Brenda (Treasurer), Amber (DPAC Rep), Sydelle, Edwin

Action	Discussion	Action Item
Call to order	The meeting was called to order at 7:15pm	
MOTION [1] Lauren [2] Celina Carried	The agenda items were approved by attendees as circulated.	
MOTION [1] Lauren [2] Lisha Carried	The minutes from the January 21 meeting were approved as circulated.	
PRINCIPALS REPORT Eva Y	<ul style="list-style-type: none"> The school has been busy with various activities <ul style="list-style-type: none"> Hip Hop and drumming lessons were a great success Last week the school celebrated Earth Day with a COLA where different classes presented <ul style="list-style-type: none"> There was a community garbage pick up organized for the neighbourhood There was an earthquake drill last week <ul style="list-style-type: none"> Duck, cover and hold on drill then the students went out to the field and were disbursed into alphabetical groups The school has been working on ELL and post reading assessments The school is starting planning for next year <ul style="list-style-type: none"> Right now they only have 13 kindergarten students registered for next year and 33 grade 7 students leaving so it is possible they may go down a division Cross boundary and overflow students is an option to fill up that classroom. Tennis lessons with Tom started this week On the Pro D day, April 28th, voting for the Federal election will be held in the gym On the Pro D day, teachers and admin will be working on plans for September in addition they will be attending a workshop with Adrienne Gear on reading and writing power (approaches in teaching) Volunteer tea is May 1 at 1:30pm in the gym 	

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	<ul style="list-style-type: none"> • Grade 7's will be attending camp May 5 – 7 • Student Led conferences will be held on May 22nd • There will be an early dismissal May 23rd at 2pm • Welcome to Gilpin for new Kindergarten students will be held on May 30th • There will be another early dismissal on June 4th at 2pm • June 6th will be the last Pro D day of the year • June 13th is Sports Day • June 20th is the Grade 7 leaving ceremony • June 26th is the last day of school with a 10am dismissal time <ul style="list-style-type: none"> ○ This is being taught by Burnaby • Ms Young has made the difficult decision to retire at the end of the school year <ul style="list-style-type: none"> ○ She has loved her time at Gilpin and has appreciated the support from the PAC and students over the last 3 years ○ She will be missed! ○ No replacement has been named yet 	
BUDGET REPORT Brenda	<p>General Account:</p> <ul style="list-style-type: none"> • Cash balance in the General Account is \$35,503.97 <ul style="list-style-type: none"> ○ The balance is due to the hot lunch orders which came in during Spring Break. This will be reduced as we pay off our hot lunch vendors. • Some notable expenditures include: <ul style="list-style-type: none"> ○ \$2,500 was paid to Rhythm Resource for the drumming workshop in February ○ \$487.90 was paid for the lino art supplies and \$242.87 was paid for wipe books ○ \$1,107.66 was spent on the last movie night including pizza fees. <ul style="list-style-type: none"> ▪ \$1,083 in cash was earned for movie night • In terms of fundraisers: <ul style="list-style-type: none"> ○ \$242 was received for the last Sun Oka apple fundraiser. Total proceeds for the apple fundraisers comes to \$1,702. ○ \$482.83 was earned for the last Krispy Kreme fundraiser. 	

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<p>MOTION</p> <p>[1] Lauren</p> <p>[2] Celina</p> <p>Carried</p>	<p>Game Account:</p> <ul style="list-style-type: none"> The gaming account is at \$12,624.88 <ul style="list-style-type: none"> \$627.89 was spent on Division 3's field trip to the Space Centre. <p>Donations Account:</p> <ul style="list-style-type: none"> The donations account is at \$1669.17 <p>In and Out Account:</p> <ul style="list-style-type: none"> The PAC In and Out account is at \$nil. <ul style="list-style-type: none"> To redistribute our budget to other line items to meet our spending requirements in the gaming account. \$4,500 needs to be spent by September 28th, 2025 and \$4,580 needs to be spent by October 4, 2025. <ul style="list-style-type: none"> Add \$1,600 for the bulletin board Increase Emergency Supplies to \$500 Extra Curricular Sports and supplies \$1,500 Movie license \$500 Reduce bus budget by \$1,400 APPROVED 	
<p>DPAC REPORT</p> <p>Amber & Lauren</p>	<ul style="list-style-type: none"> All districts have insufficient amount of budget remaining to deliver operations as they have been doing <ul style="list-style-type: none"> 4 million in operation deficit Parents are upset over the pending budget cuts but this is a bigger issue The budget report and rationale about the proposed budget cuts can be found online <ul style="list-style-type: none"> The school will be sending out a link to that report and parents can provide their feedback by Monday As a growing district, portables have been coming out of district operational when it should be a Provincial building and capital expense The district is saving some money by doing block scheduling as a way to not build more portables They are looking at ways to increase some revenue by using the assets that they do have like facility rentals DPAC is working on updating their constitution and bylaws <ul style="list-style-type: none"> The draft should be ratified soon Current draft can be found on the DPAC website There is a speaking event on May 8th for all parents about social media awareness, digital citizenship and cyberbullying <ul style="list-style-type: none"> 6:30pm at Burnaby North Secondary School 	

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Current Business		
MOTION [1] Rachel [2] Lisha [3] Heather [4] Jennifer [5] Sydelle Carried	<ul style="list-style-type: none"> To approve PAC council Chair and DPAC Rep (Matthew and Lauren) and new Secretary & Treasurer (Celina and Amber) Chair nominated by Lauren DPAC Rep nominated by Matthew Treasurer nominated by Matthew Secretary nominated by Jennifer APPROVED <p>A big thank you to Linda, Brenda and Jennifer for their time on the PAC Council!</p>	
SUB LEADS Matthew	<ul style="list-style-type: none"> Hot lunch <ul style="list-style-type: none"> Back end: Krista Front end: Linda, Elliot and Asako Fundraising <ul style="list-style-type: none"> Harmeet Event Coordinator <ul style="list-style-type: none"> We are still looking for someone to fill this position who will help organize events like the welcome back party, sports day, booking busses etc IT/Social Media Coordinator <ul style="list-style-type: none"> We are still looking for someone to fill this position who will help maintain the Gilpin facebook page and help with other IT/online activities 	
Constitution & Bylaws Lauren	<ul style="list-style-type: none"> Our constitution and Bylaws is very outdated and needs to be align with other schools and the district A blackline copy will be provided with rationale so PAC members can see the changes May 23rd deadline to receive feedback 	
PAC Kitchen Audit Matthew	<ul style="list-style-type: none"> We want to do an audit of what we have in the kitchen so that we have a complete list of what is available and what needs to be restocked <ul style="list-style-type: none"> Need volunteers to help with this 	
Sports Equipment Audit Lauren	<ul style="list-style-type: none"> What does Gilpin have and what do they need? <ul style="list-style-type: none"> Get feedback from Mr Chang, teachers, coaches etc 	
Staff Appreciation Lunch Matthew	<ul style="list-style-type: none"> Will be held on June 4th 	
Teacher Wish Lists	<ul style="list-style-type: none"> We are moving our budgeting meeting to align with the DPAC recommendations in June so the PAC will need to receive teacher wish lists by May 9th so they can be added to the budget 	
New Business		
School Photo Day Lauren	<ul style="list-style-type: none"> Can we request that the photographer not do silly photos and just take the headshot? 	Eva/Tara will let the photographer know
Bulletin Board	<ul style="list-style-type: none"> This has been place on the east side of the music portable 	

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Lauren	<ul style="list-style-type: none"> We need to bring awareness so parents know to look there for information 	
POPCORN MACHINE Matthew	<ul style="list-style-type: none"> We are looking at investing in a popcorn machine that we can use as a fundraising initiative at various events 	
Saleema Noon Jennifer	<ul style="list-style-type: none"> Since this program will be in person next year, we need to look at available dates now. Ms. Young and Ms. Millitech said best time would be October November 	Jennifer to find out available dates
Next Meeting- BUDGET APPROVAL	June 10th	

There being no further business, the meeting was adjourned at 8:37pm