

Gilpin PAC Meeting Minutes



Date: Tuesday, June 8, 2026

Location: Gilpin Library

Chair: Lauren Couture

Secretary: Celina Gatley

Called to Order: 7pm

Adjourned: 8:45pm

Meeting Minutes to be approved.

Attendees:

Lauren (Chair), Matthew (Past Chair), Celina (Secretary) Nav (Fundraising Coordinator), Elim (DPAC Rep), Emi (Events Coordinator), Peter (Treasurer), Amber (Treasurer), Christa (Hot Lunch Coordinator), Bingo (Communications Coordinator), Linda, Harmeet (Past Fundraising Coordinator), Jayne, Sydelle, Shelley Janvier (Principal) and Tara Miletich (Head Teacher)

| Action | Discussion |
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| Call to Order: Lauren | Meeting Started: 7pm Land Acknowledgments & Introductions |
| Approval of the Agenda | Motion: 1) Lauren 2) Matthew <i>Motioned Carried</i> |
| Approval of Last Meeting's Minutes (Apr. 21, 2026) | Motion: 1) Celina 2) Elim <i>Motion Carried</i> |
| Guest: Kelley Allen | Family Smart: Family Peer Support FS is a family peer support organization that helps families who have children and/or youth who are struggling with mental health or substance issues. Parents and guardians can reach out to FS for support at any time, there is no formal intake or referral process. Also, it is not necessary for children/youth to have received a formal diagnosis for families to receive support. The 4 main ways FS offers support: <ul style="list-style-type: none"> - Emotional Support (providing space to talk about what is going on) - Providing Information and Resources |

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| | <ul style="list-style-type: none"> - Helping families navigate Child and Mental Health Services - Sometimes, they can also attend meetings with parents to provide support (i.e., with clinicians or schools) <p>Additional Details:</p> <ul style="list-style-type: none"> - Very flexible ways to meet (email, phone, community, zoom) - No commitment necessary - They also offer monthly online events, organized around different topics of importance that parents/guardians can attend. - No wait lists <p>For more information: https://familysmart.ca/family-peer-support/</p> <p>Kelley.allen@familysmart.ca</p> <p>Discussion Arising: How long has the organization been around? Answer: 26 years</p> |
| <p>Guest: Victor Lau</p> | <p>S.U.C.C.E.S.S. Helpline Counselling & Crisis Support Program offered by Family and Youth Services</p> <p>The SUCCESS helpline is led by trained volunteers to provide non-English-speaking individuals with confidential emotional support and referrals to community resources that can support them to address a wide range of life issues.</p> <p>For more information see: https://successbc.ca/counselling-crisis-support/services/help-lines/</p> <p>SUCCESS also offers</p> <ul style="list-style-type: none"> - clinical counseling services that are confidential and culturally sensitive - family support groups <p>SUCCESS Contact information:</p> <ul style="list-style-type: none"> - 604-408-7266 - Family.youth@success.bc.ca |
| | <p>REPORTS</p> |
| <p>Principal's Report Shelley Janvier</p> | <p>Enrollment: 208, with 198 students expected for 2026-2027 school year</p> <p>Staffing:</p> <ul style="list-style-type: none"> - Ms. Steemer's maternity leave will be covered by Jillian Cummings - Deborah Borgenstrom will be the new teacher in the fall - EA Greg Gao is leaving and the school will be hiring two new EAs: Sarah Honovar and Ronah Soverano <p>Ultimate Frisbee: Apr 28 – May 1</p> <ul style="list-style-type: none"> - 26 students attended the first district tournament on May 26. |

- Special thanks to PAC, coaches and parent volunteers.

Pro D. Day: Apr 27

- Staff participated in a session focusing on Indigenous learning including learning a local story about Deer Lake

Track & Field: Wrapped up in May

- 45 students participated with strong results
- Thanks to Mr. Rich & Ms. Segas

Div. 3 Canoeing Lessons: May 11 & 13

- Learned canoeing skills, water safety and leadership skills

Grade 7 Camp Jubilee: May 13-15

- Was a very positive experience

Owl Presentation: May 19

- For divisions 6, 7, 8 & 9
- Students got to meet an owl and a baby hawk
- Learned about owls and local wildlife

Stem Workshops for Intermediate Students: May 22

- Led by Burnaby Central Students
- Students created cards that lights turned on when opened up

Museum of Anthropology Field Trip: May 29

- Thank you to PAC to supporting this trip with buses

High School Transition Visits:

- Have been completed

Learn to Ride & Netball Sessions:

- Learn to Ride: Learned bike safety skills and importance

Lights Up Musical Program:

- Big success with students
- The program will be back in the fall

Grade 7 Carnival:

- The grade 7's are looking forward to hosting an after school carnival on Tuesday, June 9

Volunteer Tea:

- Gilpin Staff will be hosting a volunteer tea for parent/family volunteers on Thursday, June 11th

Grade 7 Leaving Ceremony: June 19

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| | <p>School offer a big thank you to PAC for all that was accomplished during the 2025-2026 year!</p> |
| <p>DPAC Report Elim</p> | <p>DPAC Advocacy:</p> <ul style="list-style-type: none"> - Thanks to parent/volunteer advocacy, with over 3,000 emails sent to school trustees, the 9.4-million-dollar deficit facing the Burnaby School Board has been circumvented, with provincial government taking responsibility for these expenses - More advocacy is needed to help provide for Burnaby school families that are struggling and need support - Student mentorship is really important area of support (especially with previous budget cuts) – high school students have been volunteering to help teach sister elementary school kids band, music, and instrument demos <p>Burnaby-wide Budget Cuts</p> <ul style="list-style-type: none"> - Burnaby schools are experiencing the loss caused by budget cuts last year. Many schools do not have on-staff custodians, resulting in events like Principal Janvier needing to go pick up a dead rat from the playground. - Some schools have mentioned bathrooms missing stall doors, and shortages of toilet paper. - Sanitation and hygiene are a top concern of parents at the DPAC rally <p>DPAC AGM</p> <ul style="list-style-type: none"> - DPAC ended with a net income of ~\$6,800 - DPAC receives \$6k/year from the school board and is looking for ways to spend this funding on community events |
| <p>Hot Lunch & Treat Day Report Christa</p> | <ul style="list-style-type: none"> - Only a few more weeks to go with Hot Lunch - The PAC exec team has been reviewing the Hot Lunch/Treat Day survey results - Over the summer, the Hot Lunch team will be looking into some new vendors for the 2026-2027 school year. <p>Big thank yous to all the volunteers who helped to make Hot Lunch and Treat Days happen this year!</p> |

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| <p>Grade 7 Report Linda</p> | <p>Overview of Grade 7 Committee:</p> <ul style="list-style-type: none"> - The grade 7 committee helps to raise funds every year key grade seven activities including: camp, yearbooks, their year end party and the class legacy project <ul style="list-style-type: none"> o Grade 7 hoodies are ordered early in the year, with the expense being covered by families - This year the grade 7 committee raised around \$10k, with fundraisers including: White Spot Hot Lunch Days, Krispy Cream, Samosas, Me’N’Eds Pizza and Purdy’s <p>Grade 7 End of Year Party:</p> <ul style="list-style-type: none"> - Roughly \$3500 of the money raised by the grade 7 team goes to the end of year party - This year’s theme will be “Red Carpet” - Perks will include pizza, pop, candy, swag bags with personalized statuettes, photo booth and a party photographer <p>Looking forward to 2026-2027:</p> <ul style="list-style-type: none"> - it will be helpful for parents to begin talking over the summer to start planning with an meeting early in the school year to determine what the team wants to accomplish and how much fundraising will be needed - various theme items can be found in the PAC area for the end of year party (previous themes have included “Hawaiian” and “western” - it has been helpful for parents to compile a google spreadsheet with all the kid/parent names and their contact information to help with communication - Linda will send Lauren a “cheat sheet” to help the grade 7 committee with planning this coming year <p>Discussion Arising:</p> <ul style="list-style-type: none"> - Grade 7 families are planning to put together a slide show to show at the year end event. Do staff put together their own slide show for the grade 7 year end? <ul style="list-style-type: none"> o Staff put a slide show together for the whole school year end assembly, but not specifically for grade 7 year end. |
| <p>Treasurer’s Report Peter/Amber</p> | <p>Assets Est as of June 30th, 2026:</p> <ul style="list-style-type: none"> - General Account: 20,000 - Gaming Account: 3,000 - Funds Held with Gilpin: 1,893.28 <p>Notable Sources of Revenue in 2025-2026: Note: amounts have been rounded (see budget for precise numbers)</p> <p>Fundraisers:</p> <ul style="list-style-type: none"> - Pedal Heads – 1,950 - Apples - 1,300 - Fall Event (Monster Mash) – 1,240 - Red Cross Courses - 1210 - Greeting Cards – 805 - Sports Day/Concession - 620 |

- Purdy's 620
- Gift Cards - 440
- Global Coffee - 300
- Chef Enrick – 120
- Mabel's Labels – 60

Grants:

- Burnaby School District – 150
- Community Gaming – 4,500
- Fresh Slice – 1,000

Donations:

- Giving Gators - 990
- Teachers Appreciation – 525
- Other – 40

PST Refund - 360

Notable Expenses in 2025-2026:

Community Events:

- Pancake Breakfast – 325
- Welcome to Kindergarten - 650

Extracurricular Activities and Supplies

- Saleema Noon Body Science – 1,785
- Sports Equipment – Volleyballs (900), Footballs (165), Baseball Gloves (90)
- Ultimate Frisbee – 1000
- Sensory/Calm Room – 925
- Author Visit – 600
- Hockey/Volleyball net repairs – 150

Recess Boxes (supplies for kids to play with at recess): 2,120

Field Trips: 770

Giving Gators: 530

PAC Expenses:

- BCCPAC Admin Fee – 100
- PAC Expenses – 490
- Hot Lunch Admin Fee – 200
- Kitchen equipment/supplies – 15
- E-transfer fees – 30

Teacher Appreciation: 1,375

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| | <p>Teacher Supplies:</p> <ul style="list-style-type: none"> - Classroom consumables – 2,730 - Literacy resources – 1,160 - Library resources – 2,390 - Kindergarten belts – 190 - Classroom screens – 195 - Outdoor Learn space – 10 - Class set Ukulele (28 units) – 1,570 <p>Discussing Arising:</p> <ul style="list-style-type: none"> - Currently, PAC has accumulated more funds than necessary in the PAC accounts. In order to bring down this amount from over 24k to 10k, PAC is looking at funding some additional projects in the 2026-2027 school year, including providing the school with special learning kits that can be used by teachers in classes for class learning opportunities. - It was agreed to raise the classroom consumables budget per “class” from 210 to 400. <p>Motion to accept budget:</p> <ol style="list-style-type: none"> 1) Linda 2) Amber <p><i>Motioned Carried</i></p> <p>Special Thanks to the PAC Treasurer Team this Year for making a number of improvements to PAC book keeping including adding the ability to send out e-transfers, getting PAC a free savings account to be able to make some money in interest, and adding additional signers to facilitate paying vendors smoothly.</p> |
| | <p>ONGOING BUSINESS</p> |
| <p>Fundraising Updates Nav</p> | <p>Lots of great successes this year!</p> <p>Next year’s fundraising goal will be \$6.5k</p> <p>The fundraising team is looking to tweak the fundraisers in the coming year to maximize effort/profits. Some changes might include alternating the frequency of some fundraisers (Apples, Purdy’s), deciding to offer some fundraisers every other year (Greeting Cards), and looking for new options for this coming year.</p> <p>Big thanks to everyone who helped out with fundraising this year!</p> |
| <p>Survey Results Lauren</p> | <p>Overall, there were lots of positive results from the Hot Lunch/Treat Day Survey. Many families like the current frequency of Hot Lunch, while some number would prefer an additional day.</p> <p>The Hot Lunch team is considering whether it would be possible to add some Thursday Hot Lunch Days in 2nd and 3rd term next year.</p> <p>Discussion Arising:</p> |

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| | <ul style="list-style-type: none"> - Excess packaging and garbage can be an issue with Hot Lunch - Chips selection can be a contentious issue - Distribution of Hot Lunch also needs to be considered to make sure students have enough time to eat - It would be good for PAC and staff to have a meeting to discuss when and where parents/volunteers could help to alleviate some of these issues (especially in the primary classrooms) - Before COVID, parents helped to place Hot Lunch in classrooms, could this be a potential solution? - It was noted that Hot Lunch is a great way to get new parents/volunteers involved in PAC and is also one of the best fundraisers to support PAC initiatives |
| | <p>NEW BUSINESS</p> |
| <p>Sports Day Matthew</p> | <p>Lots of Volunteers have already signed up for Sports Day, a few more would be helpful.</p> <p>Parents bringing treats to sell are encouraged to make note of what they will be bringing in advance.</p> <p>Please see to sign up to volunteer and/or note what treats you will be bringing: https://grow.withlome.com/a/044c8529-05d2-41e8-9209-d50631f5f0bb</p> <p>PAC Sports Day Schedule</p> <ul style="list-style-type: none"> - Set Up – 8:45-9:45am - Concession stand shifts: 9:45-10:45, 10:45-11:45, 11:45-12:45 - Lunch Hand Out: 11:20-11:45 <p>Please Note that Sports Day has an early dismissal of 12:30pm</p> |
| <p>2026-2027 Planning for Next Year</p> | <p>School Photos:</p> <ul style="list-style-type: none"> - PAC requests that the photographer avoid having students making silly gestures in photos <p>Wish List Spending:</p> <ul style="list-style-type: none"> - This coming year, PAC would like to have buses for a class field trip for each class - Teacher Wishlist spending – aim to have completed by winter break when possible <p>Volunteers in Classrooms:</p> <ul style="list-style-type: none"> - Would it be helpful to have vetted parents/guardians to help out in classrooms? <p>Support for Communicating about WhatsApp Groups</p> <ul style="list-style-type: none"> - PAC would appreciate having school administration support for communicating to families about the class WhatsApp groups to facilitate questions and communications. The PAC survey results show that a significant number of families were unaware that these groups existed. Furthermore, the survey showed that many individuals found these groups to be |

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| | <p>very helpful. These groups are well-monitored to make sure they are only used for appropriate forms of communication.</p> <p>School-Wide Field Trip:</p> <ul style="list-style-type: none"> - Belcarra – looking at Jun 18 - PAC is offering to book buses, once the date has been locked in <p>Hot Lunch Growth:</p> <ul style="list-style-type: none"> - Would it be possible to consider Thursdays in 2nd/3rd term? <p>Mural:</p> <ul style="list-style-type: none"> - At an upcoming administrator’s meeting Shelley will be able to seek more information about a project like this. <p>Shade:</p> <ul style="list-style-type: none"> - Shelley has begun looking into what the possibilities are for providing more shade on school grounds. - There is hesitation on the part of the schools to add new structures that limit that school footprint or that make cleanup of school grounds more difficult (i.e., having to mow around a structure). However, these issues are not insurmountable. - More research is needed to see what is possible. Once a plan is in place, perhaps it would be possible for PAC to apply for a grant from Gaming to help fund this project. - Meanwhile, would it be possible for the school to borrow PAC temporary tents to help provide shade for students on really hot days? |
| <p>Meeting Adjourned:</p> | <p>8:45pm</p> |

NEXT MEETING DATE: TBA in FALL 2026