
In Attendance:

PAC Members: Laurel Horn (President), Kim Leifso (Vice-President), Jana Hikichi (Treasurer), Tyree Buchanan (Secretary), Sandra Young

Staff: Ms. Smillie, Principal

Guests: none

Call to order: The meeting was called to order at 7:06pm by President, Laurel Horn

Minutes: The minutes of the Apr. 2023 meeting were adopted

Principal's Report (D. Smillie)

- April Literacy and Numeracy assessments are complete
- AP exams have started
- The English Department's "Word of the Week" has expanded across the whole school, it students use the "word" in their classes they can get a treat from Ms. Li in the Learning Commons
- Gr. 8 math common assessments upcoming
- At the start of the year each department set a measurable Educational RTI Goal to achieve this year (posted in the School Action Plan online), those results will be due in mid-June
- ISP numbers are growing, now up to 62 students
- Rugby Academy – 26 applicants so far
- Transportation Registration is open
- Grad casino night was a great success, there were some issues with the Laser Tag
- SASSY Awards are upcoming
- Car show is this Sunday and the team is ready (May 7th)
- Grad Assembly for details regarding prom and commencements is happening soon
- Sr. Choir is headed to Niagara Falls to compete in the National Choir Competition
- Rugby is looking to do a trip to California during Spring Break 2024
- Aboriginal Achievement Awards will be held soon, this year with an Indigenous Worldview focus. Ceremony happening May 18 at the Church of the Valley

Question from the floor for Ms. Smillie: How are the AP #'s looking for next year and the next several years?

- Next school year will have AP English, AP Calculus, and AP Physics (in a split class with Physics 12 like this year)

President's Report (L. Horn)

- Waiting on a final quote from Poseidon for the year end luncheon
- Have reached out to Marcelo to obtain an update from him – there were 2: that Poppy is getting the Rugby Academy and that the LEAP Academy at Ft. Langley is now set to go through Grade 7 and there is the possibility of the cohorts continuing on at Poppy.
- Jana & Laurel met with school Trustee, Marnie, and got some insights about the Poppy region, feel free to contact Laurel for details

Specific PAC President Responsibilities 2022-2023:

- prepared an agenda for all PAC meetings, keeping in mind what has to be accomplished each month and over the course of the year
- chaired all of the PAC meetings

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- signing authority on our Poppy bank accounts
 - applied for BCCPAC membership
 - fielding questions and emails from Poppy parents re: PAC involvement and activities
 - reached out to asst superintendent Marcello Moino in April re: any updates for our catchment
 - liaising with school district Trustees (Marnie Wilson May 3, Holly Dickinson May 8)
 - liaising with school admin to hear how best to support our staff and students
 - prepared & helped host treats for staff on World Teacher Day
 - prepared & helped host the staff appreciation Christmas coffee break
 - prepared a welcome letter in September to outline how to get involved with our PAC
 - connected monthly with school support staff to send out meeting notices
 - made a flyer and invited all of our feeder schools/gr.7 parents to a PAC meeting March 1st to enhance connections, answer questions
 - made an invite for all feeder school PACs in April offering to attend one of their PAC meetings to build connections, answer questions (Diane sent it out to the schools)

2022-2023 PAC Activities

Six PAC meetings were held (Sept.20, Oct.5, Nov.2, Feb.1, Apr.5, May 3), and Mar.1 was the feeder school meeting.

One of the bigger responsibilities we have is collecting staff requests and allocating funds from our gaming grant.

We also hosted the Christmas Coffee Break for staff and bus drivers in December, we were able to offer parent baked treats again and had a fantastic array of choices for our staff, staff seemed excited to have our traditional buffet back.

Many of our parents will also be involved helping with the Annual Poppy Car Show May 7.

We will be hosting a June staff appreciation luncheon event June 23rd.

Priorities for next year

Keep finding ways to foster and encourage parental involvement at Poppy. We will need to recruit more people for the PAC executive, especially someone able/willing to serve as President. Still facing challenges after the pandemic with many not returning to pre-pandemic levels of volunteering and involvement.

Keep building connections with our feeder schools and looking for opportunities to meet up and build a strong sense of community in our catchment.

We did not get to it the last 2 years, but we should be looking at the BCCPAC resolutions in April and voting and/or arranging a proxy vote if no one can attend the BCCPAC conference/AGM.

Treasurer's Report (J. Hikichi)

- Have received numerous invoices for items in the budget after the last meeting
- Grad Newspaper article has been cancelled and can thus be removed from the Budget
- Scholarships – Jana will liase with Ms. Blount as to the process for the Scholarship cheques
- Will be applying in June for next year's Gaming Grant.

DW Poppy PAC General Account

Income:	Actuals YTD	Budget 2022/2023	Difference	Notes
School Cash Online Donations	\$2,075.00			\$115 of these funds was from the 2021/2022 School Year
Other				
Expenses:				
Christmas Staff Appreciation		\$500.00	-\$500.00	
Year End Lunch/Recognition		\$2,000.00	-\$2,000.00	
Replacement of Paper Plates/Cutlery for Year End Lunch		\$50.00	-\$50.00	
Bus Driver Appreciation - May		\$150.00	-\$150.00	

DW Poppy PAC Gaming Account

Income:	Actuals YTD	Budget 2022/2023	Difference	Notes
Gaming Grant	14,220.00			
Expenses:				
Dry Grad	800.00	800.00	0.00	Cheque #144
Grad Newspaper Feature		400.00	-400.00	
Scholarships 2 x \$500		1,000.00	-1,000.00	
Team Uniforms for Athletic Dept - Annual	2,000.00	2,000.00	0.00	Invoice #2022-36, Cheque #143
Social Studies - Enhanced Spaces (Michaud)		5,000.00	-5,000.00	Invoice #2022-35, \$2,023.87 To be discussed.
Computers - Library Commons (Li)	4,500.00	4,500.00	0.00	Invoice #2022-08 Cheque #142
Athletic Mats (Chabara)	2,000.00	2,000.00	0.00	Invoice #2022-07 (Invoice was \$2,356.18. Paid approved \$2,000.00) Cheque #142
Indigenous Garden (Esplen)		1,000.00	-1,000.00	
Board Games - Library Commons (Li)	267.70	500.00	-232.30	Invoice #2022-07 Cheque #142, \$127.01 Invoice #2022-35 Cheque #143, \$140.69
Laptops for Career Dept (Dumais)	3,000.00	3,000.00	0.00	Invoice #2022-25 (Invoice was \$3,487.52. Paid approved \$3,000.)

D.W. Poppy Secondary School PAC Annual General Meeting

Wednesday May 3, 2023

Motivational Speaker Presentation	1,000.00	1,000.00	0.00	Invoice #2022-07 Cheque #142
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Total: 23900.00 -10332.30

DW Poppy PAC Gaming Account 2022/23

Date	Description	Withdrawals	Deposits	Balance	Notes
1-Sep-2022	Opening Balance			\$22,061.57	
28-Sep-22	Gaming Grant		\$14,220.00	\$36,281.57	
	Cheque #142 - <i>Invoice #2022-07</i> - Motivational Speaker Presentation (\$1000) - Athletic Mats (Chabara - \$2000) - Board Games - Library Commons (Li - \$127.01) <i>Invoice #2022-08</i> - Library Computers (Li - \$4500)				
7-Dec-22		\$7,627.01		\$28,654.56	
	Cheque #143 - <i>Invoice #2023-35</i> - Board Games - Library Commons (Li - \$140.69) - Laptops for Career Dept (Dumais - \$3000) <i>Invoice #2023-36</i> - Team Uniforms for Athletic Dept (\$2000)				
n/a		\$5,140.69		\$23,513.87	
	Cheque #144 - Dry Grad (\$800)				
n/a		\$800.00		\$22,713.87	

DW Poppy PAC General Account 2022/23

Date	Description	Withdrawals	Deposits	Balance	Notes
1-Sep-2022	Opening Balance			\$760.65	
23-Nov-22	Donations - School Cash Online		\$115.00	\$875.65	From 2021/22
23-Nov-22	Donations - School Cash Online		\$1,960.00	\$2,835.65	

Three budget items:

1. We approved up to \$5000 for Michaux/ Urban Geography class project to update red zone, turn area into a functioning store, better utilized space. We received an invoice last week for \$2,023.87 for "Wood for school benches" so we need to discuss as a PAC if that is what funds were approved for, considering the student-led project we approved never went ahead.

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- After discussion the PAC decided that while the invoice was for School Beautification it was not part of the pitch that was made by student, K. Horn, earlier in the year and as such was outside of the approved Budget and will not be paid at this time from those funds. The approved funds were only for projects pitched to the PAC by students and only then would the budget be released. The teacher submitting the invoice is welcome to submit the request to the PAC via regular process.
 - 2. Senior Choir (parent representative Kim Leifso) has requested funds for our Choir to travel to the Nationals competition in Ontario this month. On May 1st they were given approval by the Community Gaming Grants Branch to allow the use of our current gaming grant to fund 'Out of Province Travel' if our PAC approves
 - 3. It was noted that prior to the Pandemic the PAC grad donation historically was \$500 for grad walk, \$300 for dry grad, \$450 for newspaper grad announcement. In the Pandemic, we gave a flat \$800 to dry grad because there was no grad walk. Diane shared that there is no newspaper announcement planned this year (District decision).
 - Next year during the setting of the annual budget this point will be discussed.

Motion

Due to the Sr. Choir receiving a merit based invitation to a Nation Competition in Niagara Falls Sandra motions that the PAC contributes \$1,300 from our Gaming funds and a further \$200 from the General funds.

This was seconded by Tyree.

Due to the time sensitivity to the fund requirements this Motion will be circulated via email for adoption.

Motion

Motion made by Jana to update the authorized signatories on the D.W. Poppy PAC bank account with Aldergrove Credit Union, now Gulf & Fraser, as follows:

Remove: Laurel Horn, Past-President, and Pamala-Rose Combs

Add: Jana Hikichi, Treasurer; Sandra Young, Co-President, and Kim Leifso, Co-President

Existing signer to remain: Jana Hikichi, Treasurer

The account is to have 2 of 3 signatories to sign transactions.

Seconded by Tyree, motion carried

DPAC Report

- No report at this meeting

New Business

AGM Elections – a call to the floor was made for volunteers &/or nominations for the 2022/2023 School Year D.W. Poppy PAC Executive. The results were as follows:

- **President** – Kim Leifso and Sandra Young offered to stand as Co-Presidents, carried by acclamation.
- **Vice-President – position vacant for the time being**
- **Treasurer – Jana Hikichi** offered to stand, carried by acclamation.
- **Secretary – Tyree Buchanan** offered to stand, carried by acclamation
- **DPAC Rep – position vacant for the time being.**

We will look to engage parents in the new year to fill the vacancies, open to amending the day of the week to accommodate more parents.

- Staff lunch to be June 23rd, Laurel arranging the food with Poseiden and Tyree will get the drinks, plates, etc. Need 1 or 2 other helpers to set up and take down
- Year End Bus Driver Cookies – Tyree will arrange with Melissa's Cookie Creations

Meeting Adjournment: The meeting was adjourned at 8:54pm by Laurel

Meetings are held at 7pm in the Library Learning Commons. Hope to see you there!

PAC MEETING AGENDAS and MINUTES ARE POSTED ON THE DW POPPY WEBSITE