

English Bluff PAC

Meeting Minutes

Date: Tuesday, January 27, 2026

Time: 6:02 PM – 7:35 PM

Location: School Staff Lunchroom / Zoom

Zoom Information:

Meeting ID: 676 5496 7651

Passcode: 840153

1. Call to Order & Approvals

Call to Order: 6:02 PM

Attendance:

In person: Ashley, Toshi, Mehak, Lex, Anneke, Ashley, Jen B, Jen L, Michelle, Justine

Zoom: Shauna, Melissa, Meagan, Nenah

Approvals:

- **November 25, 2025 Meeting Minutes:** Approved (Moved by Jen B, Seconded by Michelle)
 - **January 26, 2026 Agenda:** Approved (Moved by Justine, seconded by Jen B)
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2. Principal's Report

(Report to be sent separately)

School Updates & Requests:

- **Technology:**
 - Request for 10 new iPads due to outdated devices unable to update apps

- Estimated cost: ~\$6,000
- Existing iPads will be repurposed for classroom use (video/photos)
- **Arts Programming:**
 - **Young Actors Project:**
 - 10 sessions over two weeks
 - Cost: \$2,900 + tax
 - Approx. 3 sessions per class (TBC)
 - Performance outcome unclear
 - Strong parent interest in increased arts programming (April–May)
- **PAC Support for Grade 6 & 7:**
 - Historically supported yearbooks and Grade 6 camp transportation
 - PAC to investigate previous bus cheque issued to Maureen
- **Grade 6 Camp:**
 - Evans Lake, 2-night overnight camp (end of May)
 - Date change discussed; decision made to **keep reserved dates** to avoid waitlisting

Facilities & Fundraising Impact:

- **Gym Bathroom Tile Damage:**
 - Repair delayed due to district labour capacity and WorkSafe requirements
 - Union restrictions prevent hiring external contractors
 - District staff member recently addressed water fountain; gym bathroom issue has been re-flagged
- **Fundraising Impact:**

- Inability to use gym limits large fundraising events
- Discussion of alternatives:
 - Portable washroom (Justine to explore)
 - Offsite dance (rec centre or other schools – rental implications to be reviewed by Toshi)
 - Evening dance at EB not feasible due to custodial hours

Other:

- Tsawwassen Lions considering a spring cooking event
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3. Treasurer's Report

Treasurer Position:

- PAC is in **urgent need of a Treasurer**
- Role responsibilities discussed (budget tracking, reports, cheques, e-transfers)
- Hiring external help is not preferred due to fundraising implications

Discussion:

- Ashley reviewed current financial systems (Excel, Wise, multi-tab workbook)
- Workload varies monthly; financial reports required at PAC meetings
- Melissa and Nenah requested a role description to review the possibility of sharing the role
 - Melissa noted her mother is a bookkeeper and may assist with guidance

Budget Updates Needed:

- Wreaths

- Hot Lunch
- Spirit Wear

Fundraising Results:

- **Holiday Market:** Profit \$1,301.65 (very positive feedback)
- **Created by Kids:** Profit \$1,230.00 (led by Hilary)

Gaming Account:

- Balance: ~\$4,100
- Restricted use discussed

Motion:

- Allocate Gaming Funds toward **Young Actors Project** (\$2,900 + tax)
- **Vote:** 10 in favour
- **Result:** PASSED

Additional Programming:

- Hip hop / Bhangra dance instructor proposal
- Toshi to investigate booking and confirm dates

4. Chair's Report

Open PAC Positions: Reviewed

New PAC Members Approved:

- KC Keith – Secretary

- Lex – Secretary
- Meagan – Member at Large
- Mehak – Communications
- Ashley – Communications
- Michelle – Communications Lead
- Vanessa – Member at Large

Volunteer Needs: Ongoing

5. Fundraising & Events

- **“Two Tickets to Paradise” Raffle:**
 - Previously raised over \$10,000
 - Tiered prizes
 - Goal to launch before Spring Break
- **School Dance:**
 - DJ Rachel Beau (Thursdays preferred)
 - Location and dates under review
- **Staff Appreciation Lunch: May 5**
- **Sports Day:**
 - June 19
 - Parent volunteers needed to revamp activities
 - Possible Lions Club involvement for food
- **Themed Baskets:**

- Consider monthly raffles (Friday Freebies)
 - Gaming license requirements to be reviewed
 - **Parent Social:**
 - Previous year cancelled due to low ticket sales
 - Idea to space out timing and create a subcommittee
 - Venue ideas: Family Feud-style event, Rose & Crown, Legion
 - **New Fundraising Ideas:**
 - Meridian Meats, Mabel's Labels (noted market saturation)
 - Parking spot raffle
 - Recognition for larger donors
 - Spring Break Readathon
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6. Communication Updates

- PAC Newsletter
 - EB Hub / WhatsApp Group
 - Social media and community engagement
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7. New Business

- Hot Lunch program requires increased promotion via communications channels
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8. Open Discussion & Questions

- Members are encouraged to continue discussions or direct questions via the WhatsApp group or by email.
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9. Next Meeting

- February meeting date to be confirmed
 - KC and Lex to coordinate scheduling with Ashley
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10. Adjournment

Meeting adjourned: 7:35 PM
