

SMS PAC Meeting minutes
December 10, 2025, 5:30 p.m.
SMS Foods lab

In Attendance:

AJ Neufeld (principal), Dean Hardern (vice-principal), Jessica MacClure (teacher-PAC liaison), Heather Flynn (PAC co-chair), Érica Ruka (PAC co-chair), Amanda Winters, Charissa Martin, Karin Funk, Richelle Dorinko (classroom rep), Osa Adetoba (classroom rep), Michael (classroom rep), Becky Roman (recorder)

Regrets: Juliet Onyeyiri Chinwe

1. Minutes: M/S Charissa/Érica to adopt the minutes of November 11, 2025. Carried.
2. **Principal's report**
 - a. Teacher returning from maternity leave Monday next week. This will allow additional teaching support.
 - b. Good finish to the volleyball season.
 - c. Three grade 7 students attended the Rotary Club meeting on November 19. Rotary Club provides funding for the DARE program.
 - d. Book fair completed: About \$6,000 in gross sales.
 - e. Grade 7/8 band concert on Nov 26, afternoon and evening performances. Will shift to having only grades 6, 7 and 8 attend the afternoon performance next year due to space issues with including all grades this year. PAC 50/50 fundraiser made \$80.
 - f. There are just under 100 students in the choir. Ms. Taylor runs the choir at lunch.
 - g. Celebration of learning on Dec 4 was well attended (about 50 percent of students). Sickness may have impacted attendance, but teachers were happy overall with the level of participation.
 - h. Accident a couple of weeks ago involved a staff person. She is okay and back at work. There are concerns around the safety of several intersections near the school. Looking into adding additional crossing guards. Some funding has been granted, with more to be considered. Suggestion to put out cones near the Fifth St crosswalk to SMS to prevent vehicles parking too near and blocking sight lines.
 - i. An Indigenous elder (Viola Plett) will visit some classrooms tomorrow to provide some teaching. She plans to increase her presence in the school as the year goes on. Looking to develop a sharing circle for Indigenous students in the school.
 - j. Last day of school before winter break is Dec 19.
 - k. Friedensfeld hall is booked for grade 8 farewell on June 12, 2026.
3. **Financial report: Amanda Winters**
 - a. PAC SCU account balance is \$3,236.47.
 - b. Google Drive folder has been updated.
 - c. 50/50 draw on Nov 26 raised \$80. Application for the license has been submitted to do another one on January 29, 2026, for the grade 5 winter concert.

- d. Hall rental has come in at \$462. This is over the maximum amount that we had originally set at \$400. All in favour of covering the full amount (carried by show of hands).
- e. Amounts confirmed for the play structure. Some questions remain. The school hasn't done the best job of tracking and designating fundraising monies; moving forward, there will be more detailed financial tracking. The only amount we can definitely confirm is the amount transferred from last year: \$5,303.69. M/S Amanda/Heather that we accept the confirmed amount of \$5,303.69 as the starting balance for the play structure upgrades. Carried by show of hands.

4. Discussion items:

- a. Classroom reps: Michael, Richelle and Osa are new parent classroom reps. Nine new parents were recruited as classroom reps at the learning expo.
- b. PAC budget: the main thing to clarify was the play structure funds, which we've done. We can only use funds for school projects, but we do have some allowance for operating funds (purchase of banners or other office supplies, etc.).
- c. PAC constitution: this is ongoing. The main issue is providing clarity around voting. The recommendation is to set aside one full meeting to discuss constitutional updates. M/S Érica/Becky that we set aside one meeting in the future to look over the constitution. Carried by consensus. We will need to have paper copies of the old constitution, the updated constitution and a sample constitution at the meeting prior.
- d. Heather has talked to a PAC member from Blumenort school to get some ideas of how they raised funds for their play structure in three years.
- e. 2026 PAC meeting schedule: can we move our meeting time a bit earlier? Let's aim for 5–6 p.m.

5. Motion to table remaining items:

- a. PAC involvement for upcoming events. Carried by consensus.

6. Next meeting:

Wednesday, January 14, 5:30–6:30 p.m.

Meeting adjourned at 6:39 p.m.

Action items		
Item	Assignment	Completed?
None noted		

Future items:

- Constitution
- Clothing drive planning
- PAC open house meeting (January)
- PAC fundraiser (to be held spring 2026)
- Refund policy
- AGM planning for fall 2026