



PAC MEETING MINUTES DRAFT

September 2026

Thu, Sep 17 · 6:30 pm · Hans Helgesen Elementary · 18 people attended

Draft. These minutes are approved at the Oct 7 meeting. Spot a mistake? Email metchosinhhpac@gmail.com.

The short version

What families need from this meeting. Full minutes below.

DATES FOR YOUR CALENDAR

Mon, Sep 21	No school (district planning day)
Mon, Sep 28	Terry Fox Run, 1:00 pm
Tue, Sep 29	Orange Shirt Day and assembly
Wed, Sep 30	No school
Thu, Oct 1	Cross-country race (Grades 2–5) · Childcare Centre grand opening, 10:30 am
Fri, Oct 2	Hike for Hope, 9 am
Sat, Oct 3	Bottle drive, 9 am – noon
Wed, Oct 7	PAC meeting, 5:30 pm (tentative)
Thu, Oct 15	Walkathon

BY THE NUMBERS

\$13,827.59

WHAT WE DECIDED

✓ APPROVED Carried unanimously

Up to \$3,000 for classroom Yoto players or equivalent classroom technology, with shared materials through the library, since the district removed classroom iPads.

✓ APPROVED No objections

The agenda and the June minutes.

NEW No vote needed

A new hot lunch program, on Munch-a-Lunch. Popcorn days come first; the first orders closed Fri, Sep 25.

WE NEED HELP WITH

- Bottle drive, Sat, Oct 3

Raised in 2025–26 · goal \$15,000

\$17,255.25

Operating account balance

\$3,000

Approved for classroom audio players

≈ \$476

Bottle bin, July – September

- Walkathon, Thu, Oct 15
- Handing out hot lunches
- A Halloween dance committee
- Wrapping for Winter Treasures, during the school day

INFORMATION

1. Opening

The meeting opened with a territorial acknowledgement recognizing the traditional territories of the Coast Salish peoples and the Nation on whose lands the school is located. Introductions and attendance followed.

ATTENDEE	ROLE
Kevin	President
Morgan	Vice-president
Quentin	Secretary
Erica	Treasurer
Carla	Social media representative
Molly	Hot lunch representative
Karen	Principal
John, Jen, Nicole, Bobbie, Sonia, Kaitlin, Shaun, Mia, Marly, Michelle, Christelle	Parents

2. Executive succession

Several roles open up next year. If you're curious about one, now is a good time to shadow.

- **Vice-president:** Morgan is leaving after this school year.
- **Social media:** Carla is leaving after this school year; more support is needed.
- **SPEAC representative:** Dwayne is leaving after this school year.
- **Treasurer:** Erica expects to leave after two more years. Having someone shadow or serve as co-treasurer before then was discussed, so the handoff is smooth.

DECISION · NO OBJECTIONS

3. Approval of agenda and previous minutes

- ✓ The agenda was approved.
- ✓ The June PAC meeting minutes were approved.

REPORT · ERICA, TREASURER

4. Treasurer's report

- **2025-26 operating budget:** \$16,153.20 budgeted; \$14,163.85 spent.
- **Gaming funds:** \$4,891.67 budgeted after the grant came in; \$3,950.11 spent. What's left carries into this year's budget.
- **Fundraising in 2025-26:** \$13,827.59 against a \$15,000 goal, which largely covered operating costs.
- **Gaming account:** holds the remaining prior-year funds. The new gaming grant is expected to be about \$4,000, near the end of October.
- **Already paid this year:** Munch-a-Lunch setup (about \$300), the SPEAC annual fee, and the budgeted \$1,500 transferred to the school for art supplies.

MONEY IN	AMOUNT
Fundraising, 2025-26 (goal \$15,000)	\$13,827.59
Bottle bin, July – September	≈ \$476
Metchosin Day, net profit	≈ \$390
Operating account balance today	\$17,255.25

Yoto classroom technology proposal

Classroom iPads were removed by the district last year because the devices and operating systems could no longer be maintained, and they were not replaced with equivalent classroom devices. Teachers noted that Chromebooks can be harder for younger students to use, which led to a proposal for Yoto audio players and shared reading materials.

- Four Yoto Minis were bought for the library last year.
- Yoto Minis are about \$100 each; larger players were discussed at roughly \$130-\$145. Audio and book cards can be shared through the library.
- Ms. Bodman had expressed interest in a Yoto; more teacher feedback was still being gathered.

MOTION

✓ CARRIED UNANIMOUSLY

Approve up to \$3,000 for classroom Yoto players or equivalent classroom technology, with shared Yoto materials and resources through the library.

Moved by Morgan · seconded · all in favour

REPORT · DISTRICT PARENT COUNCIL

5. SPEAC update

- SPEAC held two dinners last year; PAC members are encouraged to take part in future district-wide events.
- SPEAC meeting minutes will be shared alongside the PAC minutes.
- Families were asked to be patient with school transportation: there are many new bus drivers, and traffic and construction can affect schedules.
- SPEAC also provides district-level information, including school district budget matters and PAC governance and compliance.

REPORT · KAREN, PRINCIPAL

6. Principal's report

- The school was 7.5 instructional days into the year. About 200 students were settling into nine divisions, the same number as last year. Erica was thanked for attending the previous week's staff meeting.
- New staff include Ms. Alyssa Richard (learning assistance teacher, student support and vice-principal) and Mr. Kay Otani (PE on Thursday and Friday).

- The Welcome Picnic and “Meet the Staff” evening let families connect with staff and tour the new Childcare Centre. Karen thanked the PAC for the free hot dogs.
- A welcome assembly was held, cross-country practices began, and students moved into their new classes.
- For the first time in Karen’s tenure at Hans Helgesen, some in-catchment students could not be accommodated because of capacity. About 10 students were placed mainly at Sc’ianew.

DIVISION	TEACHER	GRADE
Div. 1	Ms. Lynelle Ridewood	Grade 5
Div. 2	Ms. Rebecka Crighton	Grade 4/5
Div. 3	Mr. Matas Tirilis	Grade 3/4
Div. 4	Ms. Alwen Rambo	Grade 2/3
Div. 5	Ms. Amitee Bodman	Grade 2/3
Div. 6	Ms. Maxie Southern and Ms. T inisha Leung	Grade 1/2
Div. 7	Ms. Chelsea Iruretagoyena	Grade 1
Div. 8	Ms. Liz Kannangara	Kindergarten
Div. 9	Ms. Jayne Struch and Ms. Sam Dubinsky	Kindergarten

Dates and what’s coming

- **Mon, Sep 21:** district-wide school planning day; no school. District staff take part in an Indigenous Learning Day with local Elders and a live-streamed keynote, then school planning and Equity team work.
- **Mon, Sep 28 at 1:00 pm:** Terry Fox Run. Ms. Rambo is leading fundraising and the assembly. Donations are collected online and in cash through the Terry Fox Foundation.
- **Tue, Sep 29:** Orange Shirt Day, with a special morning assembly for all students in recognition of the National Day for Truth and Reconciliation.
- **Wed, Sep 30:** no school.
- **Thu, Oct 1:** cross-country race for Grades 2–5, sponsored by Ms. Struch, Ms. I and several staff. Details and permission slips go home. The same morning, 10:30–11:20 am, is the grand opening of the new Childcare Centre, run by the YMCA.

- **October and early November:** Foundation Skills Assessments (FSAs) for all Grade 4 students in BC, covering literacy and numeracy. Results are not used for individual reporting; parents receive their child's results and booklets. Grade 4 families have had more information from Superintendent Paul Block.
- Some exterior and groundwork remains around the Childcare Centre, including refurbishing the Gaga ball pit; no completion date yet.
- Families are encouraged to contact their child's teacher with questions or concerns. Mrs. Sjerven is also available to support students and families.

EVENTS • DATES AND HELP WANTED

7. Events and fundraisers

- **Hike for Hope / Jane Goodall walk:** Fri, Oct 2 at 9:00 am; four buddy classes are taking part.
- **Bottle drive:** Sat, Oct 3, 9:00 am – noon. Volunteers and bottle donations are needed. The organized drive returns a higher share of deposits than the standing bottle bin.
- **Walkathon:** Thu, Oct 15. A simple school fundraiser with class themes and small incentives. Parents who can volunteer that day, please contact the PAC.
- **Halloween dance:** a planning committee is needed.
- **Winter Treasures:** Quentin and Virginie will store donated items before the event. Volunteer help, especially for wrapping during the school day, remains important.

REPORT • MOLLY, HOT LUNCH LEAD

8. Hot lunch program

- Molly is leading the new hot lunch program, with Erica helping with the initial setup.
- Munch-a-Lunch costs about \$300 a year and means families pay no per-transaction card fees.
- **Popcorn days are the first offering;** ordering closes next Friday.
- Aimee continues to run pizza days separately; offering add-ons through Munch-a-Lunch was discussed.
- Island Chef has offered possible hot-lunch dates. Booster Juice smoothie-and-wrap combos are also being explored.
- Fridays are the preferred hot-lunch day. The goal is to run several lunches before January, then settle into a monthly or twice-monthly schedule.
- Munch-a-Lunch can support confidential meal assistance for families, and may allow a "Donate a Meal" option.

- Parent volunteers are needed to hand out lunches and build a sustainable volunteer team.

INFORMATION

9. Other business

- **Spirit wear:** Hans Helgesen spirit wear will likely be offered again, probably late October or November. It is sold at cost, not as a fundraiser.
- **Sports council fee:** the district sports council fee is expected to rise substantially this year; the final amount is not yet confirmed.
- **Student agendas:** some divisions use them. Families in those divisions pay \$5, while the actual cost is higher. The school may ask the PAC to help cover part of the difference now that the earlier affordability funding has ended.

DATES

10. Next meeting



Wed 5:30 pm • Mile Zero Brewing (tentative)

4495 Happy Valley Rd, Metchosin. Molly will confirm whether the school gym is available instead, so arrangements for kids can be made.

TO DO • WHO DOES WHAT

Action items

WHO	WHAT
PAC executive	Recruit a future vice-president and social media support; start planning for a treasurer shadow or co-treasurer.
School / Treasurer	Go ahead with the approved \$3,000 Yoto (or equivalent) classroom technology purchase and gather remaining teacher input.
Kevin / PAC	Share SPEAC minutes with the PAC meeting minutes.
Volunteers	Help with the Oct 3 bottle drive.
Volunteers	Contact the PAC if you can help with the Oct 15 walkathon.
PAC	Form a Halloween dance committee.

WHO	WHAT
Quentin and Virginie	Store Winter Treasures donations before the event.
Molly	Continue hot-lunch vendor planning, recruit volunteers, and confirm suitable Fridays.
Molly	Confirm gym availability for the tentative Oct 7 PAC meeting.

We are grateful to live, learn and gather on the traditional territory of the Scia'new Nation (Coast Salish). The PAC is run by parent volunteers · metchosinhhpac@gmail.com