

**Hollyburn Elementary AGM PAC Meeting**  
**Date: Tuesday May 27, 2025**  
**Time: 9am**  
**Location: Hollyburn Library**  
**1329 Dutchess Ave West Vancouver BC V7T 1H5**

**In attendance:**

Breanna Lloyd, Principal  
Rejane – Co Treasurer  
Anya - Co Treasurer  
Sheila - Chair  
Kyoko  
Yuka  
Sogol Z  
Jenny M  
Melanie C  
Shweta  
Kelly  
Miyuki  
Matt  
Louise  
Cristina  
Jenny

**Welcome & call to order - Sheila**

**Adoption of the Agenda and Minutes from last Meeting**

- Adoption of Amended Agenda Motion to approve the meeting agenda - Jenny
- Second - Rejane
- So moved

**Principal's report, Ms. Lloyd:**

**Looking Back – Highlights from 2024–2025 •**

**PAC Gratitude** ○ Thank Sheila and the 2024–25 PAC ○ Incredible work with fundraising, community events, and classroom support ○ Your efforts directly benefit our 309 students — thank you for your time, care, and generosity

**DPAC Involvement** ○ Acknowledge Rejane for representing Hollyburn at the DPAC table ○ Important voice for our community at the district level

**Class Configuration Survey** ○ Great response from families on the input survey ○ Highlights the care families take in supporting thoughtful placements ○ We're using this data to inform balanced, student-centered class groupings

**Combined Classrooms** ○ Ongoing education and communication around the value of combined classrooms ○ Emphasize benefits: leadership, peer learning, flexibility, social growth

**Board Highlights** ○ Hollyburn featured in Board of Education updates ○ Recognition of inclusive practices and student-focused initiatives

**Playground Redevelopment** ○ Construction is visibly underway — students are excited! ○ Thank you for your patience during the project ○ New space will enhance outdoor play and learning opportunities

### **Looking Ahead – Planning for 2025–2026**

**FESL Year 3 Presentation June 11th at Hollyburn** ○ Presented to district colleagues on our school goal progress ○ Focused on building confidence in literacy and numeracy ○ Celebrated student voice, growth mindset, and teacher collaboration

**Staffing Updates** ○ Upcoming changes ○ Will be sharing finalized placements with families in June ○ Priority remains stability and student support

**Digital Citizenship – At-Home Social Media Use** ○ Partnering with Cari Wilson, District Innovation Lead ○ Working on resources and sessions to support families with managing social media use at home ○ Helping students and families navigate online safety and digital balance

**School Musical – WONKA Jr.** Huge success — thanks to staff, students, and families ○ Showcased student confidence, collaboration, and creativity

**Sports Day** ○ Always a student favourite! ○ Emphasizing teamwork, spirit, and physical activity ●

**Summary of Learning Documents** ○ Teachers preparing end-of-year learning summaries ○ Reflects growth and progress — not just academics, but core competencies too

**Bathroom Renovations** ○ Summer facility upgrade: student bathrooms getting refreshed ○ Will support cleanliness, accessibility, and improved use

**Summer Supports for Families** ○ Aware that summer can be challenging for some families ○ Information will be shared on local programs, food security, and other resources ○ Our goal is for all families to feel supported and connected

### **Chair's report and Hot Lunch Report - Sheila**

It has been a privilege and my pleasure to be of service to Hollyburn Elementary School as HPAC Chair and Hot Lunch Coordinator.

This was my 3<sup>rd</sup> year as hot lunch coordinator and we were able to increase hot lunch revenue by 59% and sales by 41%. We added a 4<sup>th</sup> day of lunch service (Tuesdays) and in term 3 we added Aburi Sushi to the menu on Wednesdays.

Per our bylaws, the purpose of the HPAC is communication, from school administration with parents, at every meeting we start with a Principal's report. As well, to provide volunteer opportunities for parents including fundraising events where all funds raised are re-invested in the school.

I feel that when we have clear and cohesive goals, including fundraising goals, there is a lot of room for parental involvement with fundraising and events.

All parents & guardians of Hollyburn Students are by definition members of the HPAC and are welcome to attend meetings whenever they want and are able.

Thank you to all the parents who volunteered, participated in the fundraisers, donated on munchalunch and bought hot lunch. With your support we were able to achieve our fundraising goal for the year and buy a new supply of personal electronic devices, Chromebooks and iPads for the school. These were needed, as the old ones were quite outdated. The personal electronic devices are widely used at the school.

#### **DPAC Update**

Not available, DPAC will be held on May 7, 2025 DPAC update was not provided by the DPAC rep.

#### **Treasurer's report,**

Summary of funds raised so far:

- Candy sale \$551
- T Shirts & Hoodies: \$590
- Hot lunch term 1 \$7140
- Hot lunch term 2 \$6413
- Halloween dance & read-a-thon: \$4489
- Movie & Pizza night \$1125
- Hot lunch term 3 \$7609
- The Card Project \$1000
- Total 2024/2025 YTD \$28917

#### **Vote on Budget for 2025/2026 school year**

Rejane, HPAC treasurer presented the financial reports and proposed budget

Total 2024/2025 school year HPAC revenue + expected gaming grant will be \$34,380

Gaming Grant funds for 2025/2026 school year will be allocated to fund a renovation of the school sensory room, the cost will be approx. \$8700. Left over funds, of approx. \$1500 will be directed towards the library renovation

Motion to vote on the 2025/2026 budget

Seconded  
Unanimously approve  
So Moved

**Funding Goal for the 2025/2026 School year**

It was discussed and voted on that the fundraising goal for the 2025/2026 school year is to fund Gym AV upgrades.

Several other schools in the district have recently bought the same Gym AV package which includes the following:

Electronic screen  
Amplifier  
New mics  
XLR cables  
Refurbish speaker cones  
Projector case  
Projector  
View box  
AV control unit

The total cost is approx. \$35K

Motion to vote on Gym AV upgrade as the 2025/2026 HPAC funding goal

Seconded  
Voted on unanimously  
So moved

We think this will be an exciting addition to the school and will be widely used by the school population.  
Also HPAC will be able to have movie nights!

**Vote on HPAC Executive for the 2025/2026 school year**

Treasurer position is a 2 year commitment, this is filled by Rejane and Anya  
Chair – there was no interest in this position so Sheila will continue on  
Co-Chair – Matt Donkersley  
Hot Lunch Coordinator – Sheila will continue and Melanie share the role  
Secretary – Louise Aucoin  
HPAC – Sogol  
Members at Large – Cristina, Jenny M, Kyoko, Shweta

**Planning for the 2025/2026 school year:**

Back to school event will be an Ice Cream Social. Families will receive an ice cream treat provided by the PAC

Tentative schedule for HPAC meetings for the 2025/2026 school year:

We will try to have a PAC meeting the week of Sept 8<sup>th</sup> (possibly Thursday Sept 11<sup>th</sup>, 2025). \*This might just be for PAC executives to finalize back to school events\*

Thursday Oct 9<sup>th</sup>, 2025 \*tentative

Friday Oct 31, 2025 \*Halloween dance

Thursday Nov 6<sup>th</sup>, 2025 \*tentative

Tuesday December 2<sup>nd</sup>, 2025 \*tentative

January \*skip this meeting

Thursday February 5<sup>th</sup>, 2026 \*tentative

March \*skip

April 2<sup>nd</sup>, 2026 \*tentative

May 5<sup>th</sup>, 2026 \*tentative

May 26, 2026 AGM

As well, we will try to schedule HPAC presentations with educational experts at 10am after the Family Fridays and at other times throughout the year.

Meeting adjourned. 10:05am

Have a great summer everyone!