

HPAC meeting notes

Sept 9th, 2025 Time: 9-10am

Location: Hollyburn Library

1329 Dutchess Ave West Vancouver BC V7T 1H5

Meeting Attendees

Jenny, Melanie, Miyuki, Matthew, Christina, Eileen, Iris, Anya, Rejane

Welcome and call to order

- Adoption of Agenda and Minutes from AGM, held May 27th, 2025 – Confirmed (Rejane and Anya)

HPAC meeting schedule

- Meetings will be held on the following days:
 - October 7th, 2025, 9am school library
 - November 4th, 2025, 9am school library
 - December 2nd, 2025, 9am school library
 - February 10, 2025, 9am school library
 - April 7th, 2026, 9am school library
 - May 12, 2026, 9am school library
 - June 2, 2026 AGM, , 9am school library
- Some meetings will be in the morning in person. We are working on a virtual meeting option f in addition to the in-person meetings

Decision: Stick with meeting time of 9am and trial TEAMs option with in-person meetings.

Parent education sessions

Decision: PAC will host parent education sessions in person after the 3 upcoming Family Fridays (on per term). Can be held straight after Family Fridays which run from 9:00-9:30am. Suggested time for parent education sessions 9:30-10:15am

Suggested topics include

- Social media/Gaming (Kerry Wilson)
- Growth mindset/executive functioning
- Navigating social relationships
- Transitions

Principal's report

- **Looking back**
 - Bathrooms renovated with better plumbing – solved plumbing problem
 - Office renovated (now have a separate section for nurse's office) and admins
 - Holes plugged to prevent pests
 - Now have 11 divisions (went down 1 division) 267 students with 1-2 spaces in each class
 - New teachers in early intermediate (Miss Katz, Miss Polytakis) and Miss Wong returning
 - Technology running well – requests to use devices – All PAC provided devices will be used by students
 - Community connection: strongest turnout for 'Welcome to K' and New family orientation'
 - Increase in Edupac orders –
 - Student Verification forms are being returned
 - Active participation and engagement in communications so far
 - Recommendation For next year – have more of a PAC presence on day 1 of school especially with K events

Looking Ahead

- FESL will be focused on literacy and student voice – engaging our students and making sure they are reading and writing
 - As soon as they enter grade 4 it is hard to distinguish if they are using AI or if it is their own work
 - Making sure catching the kids and they have everything they need to be successful
- For technology – all classes need to sign a Technology agreement and all unapproved sites are banned on the WIFI
- Question: Can the school recommend tutors? Answer: Parents can individually reach out to the school admin and address the need
- Student leadership opportunities in place for all grade 6 and & 7 students with options to get involved in and build school community
 - Lunch monitoring
 - Gym setup

- Presenting at upcoming events (for example MC for talk with Val Jerome)
- Library circulation
- Suggestion: Bring greater awareness of awards in school, for example sports award, kindness award, etc.
- Cross country starts on Sept 10 – Grades 3-7 welcome, being run by Miss Tobin
- Foundational Skills Assessment (FSAs) – offered at Grade 4 and 7 level
- Cops for Cancer – coming on a tour this Friday
- Val Jerome coming Sept 22 – presenting to Grades 4-7

Treasurer's report – did not cover, no funds raised

HPAC Back to School Ice Cream Social

- To be held on Sept 24th, 2025
- Parents will visit their children's classrooms then are invited to socialize in the gym and enjoy an ice cream treat compliments of the HPAC
- Discuss planning and timing
- Parents to classroom
- Meet child's teacher – At dismissal, hand every child the ice-cream and teachers can tell parents to head to the gym
- Provide opportunity to visit school classroom
- 2:50-3:05 go to the gym and meet PAC and Principal – compliments of PAC – labels/stickers printed – “with love from HPAC 275 labels”
- Ice cream distributed to classrooms at 3:05
- Need 275 ice cream sandwiches and nut free – stack of napkins in each basket
- Miss Lloyd – welcome to Hollyburn, explain logistics and some one from HPAC – summarize what HPAC – student leadership can share one sentence on why they need AV/Projector

Fundraising goal for the school year: Technology upgrade including Audio visual equipment to improve the experience

- New audio visual for the gym, suggest we refer to it as “technology upgrade” need to be clear on the fundraising goal and break it down into the 3 phases/stages

- Cost information to be shared
- Explain how funds will be used by the school
- Share Fundraising plans
- Update the PAC portion of the school website – update the materials, direct parents to website, hot lunch information poster
- Try obtain photos of the ‘after’ from other schools (Miss Lloyd to contact the other schools that recently upgraded their technology)
- **Decision:** If we don’t reach the amount for this year, we will roll it over to next year
- **Action:** Show that Stage 1, 2 and 3 and show costs associated with the AV/Projector
- **Action:** Kids to create fundraiser posters
 - Hype up hot lunch and make it clear that it is a fundraiser activity and what will happen with the proceeds
- Action: prepare a fund-raising thermometer that the kids can update and visually see progress
- Building connection of funds going towards technology - AV/Projector – explain why the funds are needed (time for technology upgrade)

Other Fundraisers for the Year:

- Halloween Dance, Oct 31, 2025 to be held during school hours
 - Fundraiser – hoping to have it on Halloween, primaries get a dance, intermediates get a dance, parent volunteers put on decorations and music, kids are also welcome to go to the
 - Kids are encouraged to get pledges/funds for danceathon – competition – prize for kids/ classes who raise the most money
 - Need to promote and make it clear it is a fundraiser - focus on top 3 classes for fund raising and prize is pizza
 - Go by classroom competition
 - And have prizes for things like most creative costume, best dance
 - Engage kids in creating posters for the dance off
 - **Action:** Come up with list of prize categories and suggested prizes – review at next PAC meeting

- **Action: Room decoration:** At next PAC discuss who will decorate gym—Christina and Sogol did a great job last year. Get some of the students - involved too.
 - Kids to decorate – communicate to teachers for decorations for dance
- **Action: Prepare Playlist** – Suggestion to bring to student leadership committee
- Rename the Halloween danceathon to – Halloween fundraiser -still do class versus class
- When we reach Stage 1 Technology goal there will be a celebration
- School cash online – can provide tax receipts – can create specific link on school cash online – tax receipts, munch a lunch – cannot prepare tax receipts – include link –

Movie Night – November and January

The Card Project – to be held in the spring again

Hoodies?

Meeting adjourned