

Final Minutes



Homma PAC Meeting

Thursday September 18 2025

6:00 pm – 8:00 pm

In person - Homma Library/Gym

Participants:

Maryam Shahanaz, Oliver Heel, Jarod, Ginny Lee (Admin), Mark David (Admin), Eric Marriott, Miranda Duffy, Robert, Penny, Jennifer Tham, Amy, Lindsay, Joanne Belda, Corinne Haer, Yelda, Lisa, Sabrina, Madeleine Wareing, Yoga Murugesan, Beth Volpov, Nancy

Regrets: Jodie and Jeff Weiler

Meeting started: 6:04pm

Meeting ended: 7:47pm

Time	Topic	Speaker(s)
6:00pm - 6:15pm	PAC Chair Welcome <ul style="list-style-type: none">• Welcome to the new school year and to the Homma PAC / Land Acknowledgement• Approval of previous meeting minutes (June 2023)• Review of the agenda• Approval of the agenda • Minutes approval: Corinne, Second: Sabrina• Agenda approval: Jarod, Second: Madeleine	Maryam Shahnaz
6:15pm - 6:30pm	Homma School Admin Team <ul style="list-style-type: none">• Updates from Admin <p>Meet the Staff AM – September 19 from 8:00 am to 8:30 am. – This year, the Staff would like to do a morning Meet the Staff event. We look forward to welcoming you!</p> <ul style="list-style-type: none">• Pro-D Day – September 22 – Our Staff’s focus continues to be literacy – we will spend the day looking at the new District Reading Assessment, looking at Writer’s workshop and how this could take place at Homma, as well as phonemic awareness strategies. Thank you to Mrs. Wade, Ms. L. Smith and Mme Veilleux for leading this Professional Development Day at our school.• Terry Fox Run – September 26 from 2:00 pm to 2:30 pm. – The school is breaking up into two groups and running for 15-minutes. Staff will be reaching out to let you know when their classes are running as family is welcome to join. Ms. Szelagowicz’s class is collecting donations in the morning. Thank you to Ms. Chan for leading this event and preparing materials and activities for staff.	Mark David Ginny Lee

	<ul style="list-style-type: none"> • Day of Recognition for Truth and Reconciliation – – On September 29, we will be recognizing Truth and Reconciliation Day by focusing on the Seven Sacred Teachings throughout the school. These teachings are a meaningful way to build understanding of Indigenous culture and values and we hope to engage students in reflective and creative activities to honour them. We encourage students to wear orange to school on September 29. Thank you to Mme Fisher, Ms. Freston and Mme Veilleux for organizing this thoughtful recognition activity. a time to recognize lebraditions, cultures, and contributions of First Natis. • FSAs – The month of October – Grade 4s and 7s will partake in Foundational Skills Assessment of Literacy and Numeracy skills during the month of October. Families will receive a letter from the District regarding the FSAs. More information to come. • Hip Hop Jess Dance Programming – December 3, 4, 5, 8, 9, 10, 11, 12, 15 & 16. – Lessons will be in a Day 1/Day 2 rotation (English classes on one day and French classes on the other day – there are 2 different instructors and only one speaks French). On December 15 and 16, it will be the dress rehearsals and afternoon performance. The English group’s dress rehearsal and performance on one day and the French group’s dress rehearsal and performance on the other day. • Question: how is it determined to have split classes. Answer: most classes in Richmond school district are split classes. Often based on class limits (22 students per class). Team of teachers is discussing each child to determine placement. • Dance performances (Winter Performance) will be on Dec 15th and 16th during the day. 	
<p>6:30pm - 6:50pm</p>	<p>Treasurer’s Report</p> <p>Part I: Summary of Previous School Year (2024-25)</p> <p>We started the 2024-25 school year with:</p> <ul style="list-style-type: none"> • \$7,776 in our contingency fund • \$69,132 in our Operating account, and • \$5,636 in our Gaming account. <p>Gaming</p> <p>The PAC applied for a grant from the Community Gaming Grants branch of the provincial government in June 2024. We received \$10,720 at the beginning of October, for a total of \$16,357. We had budgeted to spend just under \$15,000 of our Gaming funds, which would have left us with \$1,481 in our Gaming account, to carry forward to</p>	<p>Miranda Duffy</p>

this year. However, our actual spend was just over \$5,100, leaving us with \$11,238 to carry forward into the 2025-26 school year.

Fundraising

Fundraising last year was exceptionally successful.

Our Hot Lunch Program, led by Jodie Weiler and Jeff Anthony, continues to outperform. They raised \$10,400: 50% more than projected.

Our Halloween Dance, led by Niki Boileau, was intended to be a revenue neutral, community-building event, but still raised us an additional \$2,000.

Family Bingo Night, another such event, also raised \$280.

Our Pub Night, led once again by James Chue, raised \$450.

Corrine Haer led several of our traditional fundraisers: Winter poinsettias, Purdy's Chocolates, and spring plant sales, which, along with Mabels' Labels, raised \$1,960. We added a hot chocolate and Timbit sale to Homma's participation in Winter Wonderland Skating at Minoru Arena, which raised \$230.

Emergency Preparation Kits and Circus Workshop supplies were two new fundraisers we added this year, which collectively raised \$1,180.

In May and June, we held a total of four Freezie Fridays, which raised about \$370 per time, for \$1,480.

Last, but by no means least, under the dedicated leadership of Jen Tham, the Pinewood Derby came roaring back this past June, raising \$7,400: 50% more than projected, and DOUBLING the amount raised by the Derby in 2023-24.

We owe an enormous debt of gratitude to all of our parent event leads and volunteers, over 100 people in total, who gave of their skills, time, and energy to bring the Homma PAC's total fundraising for the 2024-25 school year to \$25,459.39.

Events and Projects Funded

In addition to the fundraising and community events outlined above, we held our annual Welcome to Homma Parents' Coffee Hour for new and returning families on the first day of school.

We were able to meet a September request from Admin for \$8,000 to refresh our school's A/V equipment. We supplied \$5,000 to refresh our school iPads, and \$2,500 for Guided Reading materials. We caught up with our provision of Homma scholarship funding to McMath, which broke down in the Spring of 2023 due to rapid turnover in the personnel there responsible, so we are back on track with that. We received two lovely, detailed thank-you notes from our past Homma students, Sami Wong, and Diego Chiu Vincent, the recipients of our 2025 Homma PAC Scholarships. Finally, we made available \$9,100 in classroom and resource support grants to teachers, so they can have more of what they need to best support our kids.

2024-25 Conclusion

We finished last year strong, with:

- \$8,078.84 in our contingency fund
- \$47,067.40 in Operating, of which \$20,000 was held in a cashable GIC, and
- \$11,238.47 in our Gaming account.

Part II: Start of Current School Year (2025-26)

We begin our current school year with the amounts outlined above in our respective accounts, with the exception of our Operating account. We redeemed the cashable GIC last week, and added over \$600 in interest earned, bringing our Operating account total to \$47,504.71.

We are still waiting to receive some final invoices for the work that was done in the summer of 2024 to revitalize our Library Commons. These were funds that the PAC had committed to the Library in our 2023-24 budget.

Gaming

We applied for a grant from the Gaming branch in June. We expect to receive a notification about this year's application on or about September 30th. If approved, we estimate that we would receive our grant by direct deposit at the beginning of October.

Events and Projects Funded

We once again hosted two Welcome to Homma Parents Coffee Hours on the first day back to school: one for parents of returning students in the morning, and one in the afternoon, for Kindergarten parents, in conjunction with the Welcome to Kindergarten event.

Approvals requested for changes to budget:

- Fundraising income:
 - lunch days from 7000\$ to 8000\$
 - Family Bingo Night: from 0\$ to 200\$
 - To consider: Bingo Night requires expenses for chair/table rent (about 70 to 80 tables last year) and gaming prevents selling tickets
 - Halloween Dance: from 0\$ to 1000\$
 - Freezie Fridays: from 500\$ to 750\$
 - Total change: from 13,000\$ to 15,450\$
 - 15,000\$ in fundraising income will lead to a surplus of 30,000\$ by end of the year
- Admin reminds that for any event hosted at the school, district is charging for additional tables and chairs as well as a minimum of custodial time. This also applies to partial use of the school. A form needs to be filled out by PAC and send to district rental department.
- Outside volunteers, e.g. high school students are allowed to help.

Approval of budget changes:

Motion: Madeleine, Second: Corinne, All in Favor, None Opposed, None Abstained

Special thanks to Wendy Tsang for running the fundraising efforts for the Derby and Peggy Sayson for canvassing local businesses for donations for the baskets

<p>6:50pm- 7:00pm</p>	<p>Hot Lunch Program</p> <ul style="list-style-type: none"> • Quick Update/Questions <p>Hi Everyone,</p> <p>Sorry we can't attend tonight, we are at our daughter's meet the teacher night at McMath. We're excited to kick off another year of the hot lunch program. For those who may not know us, we've been volunteering with the program for the past 8 years. This is Jeff's 7th year running the backend of the hot lunch system and Jodie's 4th year organizing vendor selection and coordinating onsite lunch delivery.</p> <p>This year, we're excited to offer 24 hot lunch dates!</p> <p>Much of the planning happens in June and throughout the summer. During this time, we evaluate vendor performance, review new proposals, and select vendors based on key criteria such as:</p> <ul style="list-style-type: none"> • Nut-free • Variety and selection • Experience serving large school populations (up to 540 orders) • Proximity to the school for timely delivery <p>Term 1 ordering is now open—including the first date in January—so we encourage all families to register and place their orders.</p> <p>We've created a detailed guide and FAQ to support the registration process. We kindly ask families to review those resources first. If answers can't be found there, feel free to email the PAC.</p> <p>Thank you again for your ongoing support—we're looking forward to another successful year of hot lunches!</p> <p>Jodie & Jeff</p> <p>Any ticket sales through the hot lunch web-site will require a 2 weeks notice for set up.</p>	<p>Maryam Shahnaz</p>
<p>7:00pm – 7:40pm</p>	<p>Planning and Events Discussion</p> <ul style="list-style-type: none"> • Discussion <p>Fundraising:</p> <p>1st social Night:</p> <ul style="list-style-type: none"> • Approval received. Oct 3rd at 5:30pm at Lavache, kids are welcome. Tickets will go up on Hot Lunch website on Sunday • 6 and 7 grades are welcome to help monitoring younger children. • 50/50 will go through for the social night. Fundraising coordinators will apply for gaming license. 	<p>Maryam Shahnaz</p>

- Outside friends can come when they are invited by Homma families. The tickets will only be sold through the hot lunch website, only persons with access can buy tickets.

Admin reminds that there is a difference in a PAC fundraiser and a school fundraiser which impacts the details of the execution and flow of money. Further discussion between Fundraising coordinators and Admin to clarify details.

Further fundraising ideas:

- Freezie Fridays are approved
- Bottle drive: a school account already exists
- Cards by Kids: Confirmed to have good results at other schools.
- Admin requests the teachers to be involved as it may impact class time. → Details to be clarified with Admin.
- Movie Night: Goal is community building. Selling concessions may raise some funds. Admin reminds that it will incur costs for license and custodial time.
- Spirit Wear: could also be a non-school design (e.g. streets of Steveston). Admin comments: there was spirit wear last year, this year would be a year to have it again. The earlier in the year, the better. Preferably having the orders arriving beginning of December.
- Skating could be a PAC event this year. The only date allowed by the rink is Dec. 16th at 7:00pm to 8:30pm which conflicts with the winter performance. Cost for skating is ca. 700\$

Admin comments:

- consider the time and involvement it takes from the families for all these ideas from families.
- Admin would like to have a complete list of fundraisers before individual ones are approved to ensure the overall fundraising activities fit with the general school calendar.

Winter performance this year will be the hip-hop performance.

Proposal to have a movie night instead of Bingo or skating → tabled for further discussion in the fundraising committee.

Fundraising committee to meet and create a proposal and then discuss with Admin. Presentation of full year event calendar in next PAC meeting.

	Poker Night: can't be done in association with a Richmond public schools/under the Homma name. Can't be done when people know where the money is going to. This would still establish a connection to Homma.	
7:40pm – 8:00pm	<p>Other Business/Questions</p> <p>Most future PAC meetings will be virtual</p> <p>Parent volunteering is key to make all events happen. Everyone is asked to spread the word among parents to encourage volunteering.</p> <p>Community hours can't be mandated but encouraged, e.g. through reminders in the WAAG</p> <p>When asking for volunteering it is best to have very specific asks for specific events.</p> <p>Use of AI for recording of minutes: FOIPA needs to be considered to ensure data privacy and data location.</p> <p>Meeting adjourned: Motion Miranda, Second: Yoga</p>	Maryam Shahnaz

Homma PAC Executive:

- Maryam Shahnaz, Chair
- Eric Marriott, Vice-Chair
- Miranda Duffy, Treasurer
- Oliver Heel, Secretary
- Joanne Belda & Madeleine Wareing, Fundraising Coordinators
- Beth Volpov, Parent Education Coordinator
- Melanie Wilks, RDPAC Representative

Next Homma PAC Meeting:

Oct. 15th, 6:30pm to 8:00pm, virtual