

## Gordonhead Middle School PAC Meeting Minutes

September 18, 2025, 7:00pm  
GHMS Library

Attendees: Salina Buchan, Angela Kachanoski, Jennifer Adamson, Julie Mason, Erica Palmer, Juliana Moore, Jesus & Lisbeth Maruffo, Doug Gilmour, Nancy Hodgson, Laird McLachlin

Agenda Item	Lead
Call to Order – 7:08pm Welcome and Introductions of all attendees.	Salina Buchan (Danielle Smith not able to attend)
<b>Approval of Agenda</b> Motion to approve agenda. Moved by: Doug Seconded by: Erica Motion approved.	Salina
<b>Approval of Previous Minutes</b> - N/A	
<b>School Administration Report</b> Carter Giesbrecht – Principal Jen Adamson – Vice Principal  There are 15 advisory classes at GHMS this year. Lots of stability; people know what they are doing. Great community. 384 students this year – highest in 6 years. 90 out of 384 students’ families have donated cash to the PAC so far (\$900) – this does not include online donations. Jen communicates via Facebook. GHMS Parents group - please follow. There is also a general GHMS group – please follow. If we can have someone help connect the Facebook accounts w/ Instagram, that would be great. <b>Money:</b> GHMS needs to buy more balls for the classrooms, as soon as possible. The school is accepting donations of any balls & similar sports equipment (e.g., frisbees). Some funds have already been allocated in this year’s draft budget. <b>Gaming Grants:</b> these funds need to benefit the whole school, not just 1 classroom or part of the school. There is some thinking about using for a big-ticket item (playground, tech package, etc.) – let’s think about this. <b>Music:</b> This is happening. Andrea Blair extended her medical leave. A replacement has been secured and will be great. <b>Sports:</b> There is already a cross-country meet next week. Basketball will start beginning of October. Thank you to parents who responded & will help with coaching. We still need a staff member to sponsor the team as they cannot travel without them.	Jen Adamson

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<p><b>Clubs:</b> Many clubs have started: Yearbook club, Leadership, GSA (Gay Straight Alliance) club, Pokeman Magic/Dungeons &amp; Dragons club, Lego club, etc. Coding club has started w/previous members – new members will be invited soon.</p> <p><b>Grade 6s:</b> They will be doing lots of things this year. They have already been to PKOLS park. They will be going to Goldstream Park.</p>	
<p><b>Chair Report (Updates/Announcements) – N/A</b></p>	
<p><b>Treasurer Report (Financial summary, budget updates)</b>  Account Balances as of September 17, 2025  Operating Account: \$39,073.13  Gaming Account: \$1,748.60  GIC: \$11,113.20  Paypal: \$10,741.15</p>	<p>Doug</p>
<p><b>Committee Reports</b>  Including information from Laird as past PAC Chair.</p> <p><b>Tech package</b> – The school is hoping to get one for the music room. There were some funds left-over from gaming funds that could potentially be used as there was a line item for a tech pkg &amp; an Indigenous project (mural, garden, etc.) in the draft budget. Will need to vote on this.</p> <p><b>Skills Trades Events</b> – Would be good to give some funds again this year for things like spaghetti bridges, gravity cars, etc.</p> <p><b>Clubs</b> - \$500 is allocated in the draft budget. Clubs can also do fundraising for their own club special events. For example, last year the coding club held a Game night last year &amp; it was a huge success.</p> <p><b>Gaming grants</b> – We will need to apply for this again in the spring. PAC should use gaming grant funds first, if possible, when funding items/events.</p> <p><b>PayPal account</b> – This needs to be handed off to someone (from Laird).</p> <p><b>Hot lunch</b> – There is new Hot Lunch team.</p> <p>Ordering: Shannon &amp; Tabitha</p> <p>In-school distribution: Juliana &amp; ____</p> <p><b>Online ordering is now open for Sep-Dec 2025.</b> It is a rotating menu of pizza, calzones, teriyaki rice bowls, Chinese lunch boxes and Subway sandwiches.</p> <p>The first hot lunch will be Thursday, September 25th. The cut off for ordering is usually 7 days previous, however, we have extended the ordering window to Sunday, September 21<sup>st</sup> to give parents a chance to order.</p> <p>Julianna is looking at including other options: ex: burgers, Mexican, other? We are considering piloting new options as a special lunch day in the fall (e.g., Monday or Tuesday). Popular items will be included in the winter rotation from January – June 2026.</p>	<p>Salina</p>

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<p>The PAC would love to have more parent volunteers to help on hot lunch days as there will be days when Julianna is not available.</p> <p>Laird suggests enlisting student help as well (8-10 kids). Extra food goes to the office and potentially given to other children in need. Laird will help with the 1<sup>st</sup> hot lunch.</p> <p>The Treasurer will need to have cheques to pay vendors each week at delivery. Orders will be placed the weekend before delivery and costs will be confirmed. Once confirmed, the treasurer can prepare a cheque to be signed by both the treasurer and a second PAC member.</p> <p>In the past, the PAC has provided hot lunch funds for families with financial difficulties, as determined by admin.</p> <p><b>General Notes:</b></p> <p>It would be beneficial for PAC members to meet GHMS staff and build a relationship with them.</p> <p>If PAC members will be away for a meeting, please send Angela notes/items to put on the agenda.</p> <p>Laird is available to meet and help the PAC as needed.</p>																
<p><b>Old Business</b> (Update on any ongoing items from previous meetings) – N/A</p>																
<p><b>New Business</b> (New topics for discussion or decision-making) – N/A</p>																
<p><b>Election of new 2025/26 PAC Executive</b> All executive positions were declared elected by acclamation.</p> <table><tr><td></td><td><b>Nominated by</b></td><td><b>Seconded by</b></td></tr><tr><td>Chair: Danielle Smith</td><td>Julie</td><td>Erica</td></tr><tr><td>Co-Chair: Julie Mason</td><td>Erica</td><td>Doug</td></tr><tr><td>Secretary: Angela Kachanoski</td><td>Julie</td><td>Juliana</td></tr><tr><td>Treasurer: Doug Gilmour</td><td>Erica</td><td>Julie</td></tr></table> <p><b>Members at large with volunteer roles</b> Fundraising Coordinator: Jesus Maruffo Hot Lunch Coordinator: Shannon Tong Gr. 8 Farewell Coordinator: Chrissy Caldwell Yearbook: Salina Buchan Erica Palmer Juliana Moore Nancy Hodgson Andrew Ward Liz Butterfield Linnaea Scott</p> <p>The PAC is always looking for more members and volunteers.</p>		<b>Nominated by</b>	<b>Seconded by</b>	Chair: Danielle Smith	Julie	Erica	Co-Chair: Julie Mason	Erica	Doug	Secretary: Angela Kachanoski	Julie	Juliana	Treasurer: Doug Gilmour	Erica	Julie	Salina
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<p><b>Next Meeting</b>  October 16, 2025  Meetings will be every 3<sup>rd</sup> Thursday at 7pm</p>	
<p>Meeting Adjourned – 8:11pm  Thank you to the PAC’s executive and a big thank you to Carter and Jenn.</p>	
<p><b>2024/25 Accomplishments - FYI</b></p> <p>The PAC funded the following initiatives and events, to support and enrich GHMS’s learning environment:</p> <ul style="list-style-type: none"> <li>• Classroom funds of \$ 5,685 (\$15 per student x 379 students)</li> <li>• Additional funds of \$3,790.00 (\$10 per student) was approved as a permanent increase to classroom funds due to increasing costs.</li> <li>• Field Trip funds of \$3,790 (\$10 per student).</li> <li>• \$2800 to support Exploratories: Woodworking, Outdoor Education, Foods/Sewing, Dance, Drama, Arts, and Music.</li> <li>• \$100 towards spaghetti project and supplies for Skills Canada event</li> <li>• \$500 for clubs operating outside of the curriculum including Pokémon and Magic, Chess, Library Clubs.</li> <li>• \$750 towards Sexual Health educators from Island Sexual Health.</li> <li>• \$2,000 towards visiting presenters including NEED2 Suicide Prevention Education Support, the White Hatter Digital Literacy and Internet Safety.</li> <li>• \$1,000 towards athletics including the middle school sports association membership.</li> <li>• \$200 Games Night board game purchase in support of the Salish Sea and GHMS Robotics Club fundraiser</li> <li>• \$652 towards Grade 7 Salish Sea Field Trip</li> <li>• \$700 contribution to school staff appreciation lunch</li> <li>• Gaming funds of \$5,700: <ul style="list-style-type: none"> <li>○ \$1,000 for the library – approx. 50 books purchased</li> <li>○ \$1,000 for technology - What in the World website and IXL yearly subscriptions</li> <li>○ \$1,000 for Arts - Ache Brasil performance -Colours of Brazil</li> <li>○ \$700 towards balls used for recess (Pickleball and Volleyball)</li> <li>○ \$1,000 towards Grade 7 Salish Sea Field Trip</li> <li>○ \$1,000 towards Grade 8 Farewell Camp Imadene Trip</li> </ul> </li> </ul>	