



Hillcrest Elementary School PAC

Annual General Meeting

Wednesday, June 11, 2025 at 7:00PM

Execs in Attendance

President- Tanya Burnsta

Secretary- Natalie Malyk

Fundraising Coordinator- Gena T

Social Media Coordinator- Emily Morton

Grade 7 Committee Liaison- Leah Funk

Hot Lunch Coordinator- Karen Callaghan Cullen

DPAC Representative- Jenn Buholzer

Regrets

Volunteer Coordinator- Carleigh Banford

Treasurer- Keeley Cavanaugh

Admin in Attendance

Principal - Annette Keeper

Total Voting Members in Attendance : 10

In-person - Hillcrest Elementary Library & Online - [Zoom](#)

Meeting ID: 860 1403 4823 **Passcode:** Hillpac

1. **Call to Order: 7:08PM**, motioned and passed
2. **Approval of the Agenda**, motioned and passed
3. **Approval of the Prior Meeting Minutes**, motioned and passed
4. **Annual General Meeting (AGM) Business - Election of 2025-2026 PAC Executive**
 - a. **Announcement of nominees & vacant positions**

President : Tanya Burnstad - standing for re-election
Vice President : Leah Funk - nominee
Secretary : Natalie Malyk - standing for re-election

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Surrey, BC V3S 8T2

 @HillcrestPAC
 @Hillcrest_PAC
 hello@HillcrestPAC.com

Treasurer : Kelly Finlay - nominee

Fundraising Coordinator : Gena T - standing for re-election

Hot Lunch Coordinator : [Karen Callaghan Cullen](#) - standing for re-election

Social Media Coordinator : Emily Morton - standing for re-election

DPAC Representative : Jennifer Bulholzer - standing for re-election

b. Voting for nominated positions, unanimous votes for all nominees

President : Tanya Burnstad

Vice President : Leah Funk

Secretary : Natalie Malyk

Treasurer : Kelly Finlay

Fundraising Coordinator : Gena T

Hot Lunch Coordinator : Karen Callaghan Cullen

Social Media Coordinator : Emily Morton

DPAC Representative : Jennifer Bulholzer

c. Acceptance of nominations for vacant positions from the floor

N/A

d. Voting for on-the-floor nominees

N/A

5. Principal/Vice Principal Reports

- see *attachment I* for Principal's report

- The school will be sending out a parent and staff survey out next week to gain a better understanding of what the community feels like they need. A space will be provided for parents to comment whether they are willing to help plan with the playground committee.

- suggestions of replacing the playground project with installing a gagaball court was suggested.

- The school has been having issues with students' online safety when using mobile apps at home. Exposure to inappropriate online outside of school hours is creating problems and conflicts as students bring up the content at school. Parents need to address the importance of safety at home as well. PAC is suggesting the possibility of funding a White Hatter presentation for the students as well as one for the parents in the community. These presentations for non-students are quite costly and it is not funded by the district, so it would be a good idea to partner up with neighbouring schools and hold a joint presentation to cover the cost. It may be beneficial to extend this invitation to the Clayton community to raise more awareness and increase attendance with a minimal admission fee.

- report cards are to be handed out on the LAST DAY of school only. Any student who is unable to collect their report is able to retrieve them when school reopens in the Fall

6. PAC Executive Reports

a. President's Report

- Tanya has been working away to wrap up all the paperwork and close out this school year, as well as preparing all the documents for next year's gaming application.

- Thank you to all the parents who came out to support the operation for the Pancake breakfast. The day ran smoothly because of all the help that was involved. Staff and students all seemed extremely pleased based on the feedback PAC was given.

- Our Hillcrest alums, Isabella Fuller and Cadence Burrows, were the two recipients of the Salish scholarship this year, each receiving \$500 from Hillcrest PAC.

- A Hillcrest parent survey will be sent out for parents' feedback. Every submission will be entered into a draw for a \$50 gift card
- Our Munch-A-Lunch account has been renewed for next year and the hot lunch program through PAC will continue

b. Treasurer's Report

- *See attachment II*
- There was a miscommunication between admin and PAC for the cost for the volleyball standards that were previously approved were for a single unit, and not as a set. There are sufficient funds to cover the additional cost and PAC will be covering the remainder of the cost.
- A few divisions have yet to use up their classroom funds, which will be rolled into the following school year. Alternatively, the funds can be redirected to another program such as funding for Rocks and Rings, Taekwondo, dance lessons, student presentations, and other similar activities.

c. Fundraising Report

- We received \$408 from the Meridian Meats fundraiser this year
- All fundraisers have wrapped up for the year. The Community Values Coupon books will be our first fundraiser in the new school year. The fundraiser will begin after classrooms are formally assigned to each student.
- One of the Hillcrest parents has spoken to Chang's Taekwondo in Cloverdale regarding a kickback program, where Hillcrest PAC will receive \$50 kickback for every regular program enrollment from a Hillcrest student. PAC has reached out to the school admin because the gym is also willing to do a PE program with Hillcrest.

d. Hot Lunch Report

- Final hot lunch is on Friday on Sports Day with Pizza Pizza
- Karen will need some assistance with running the hot lunch program next school year due to a schedule conflict. Any volunteer who is willing to job share this position, please email hello@hillcrestpac.com or connect with Karen or Natalie

e. DPAC Report

- *See attachment III*
- DPAC sent out a survey regarding diverse learners that they would like Surrey parents to participate in.

f. Grade 7 Parents

- cell phone etiquette form was sent out to all grads for the grad event to ensure proper use of their mobile devices.
- there's a discussion regarding streamlining certain grad funds, ie. chairs and medals
- The following fundraisers were a success for the grad committee this year : Krispy Kremes, 50/50, silent auction, and the bottle drive
- grads will be heading to Playland next Friday, June 20th

g. Playground Fundraising Committee

- the committee is willing to continue supporting the project, with some new ideas for raising more funds. There might be a pivot in what will be built and installed, depending on the outcome of the survey. The original goal was to raise \$10,000 in 2 years from the school, and the grant writer will send out applications to bring more funds in to cover

the costs of the new builds.

- the committee has the idea to run a gift card fundraiser or movie under the stars in the 25/26 school year

7. Open Discussion

- A suggestion of each division appointing a parent liaison was brought up to increase attendance at the meetings as well as to create stronger communication between teachers and parents.

- the school is hoping to replace 4-5 laptops at a time to stagger the maintenance.

- Select PAC execs plan on attending a couple of staff meetings to connect with the teachers in the new school year and hopefully be able to bridge the gap in communications.

- Surrey district is the largest district in the province and is very short on funding. The PAC and DPAC needs more support to push the government for more funding for all Surrey students

8. Next Meeting: September 2025 - TBD

9. Adjournment: 8:15PM