



Cedar Hill Parent Advisory Council (CHILL PAC)

Meeting Minutes Template

Meeting Date: Monday, February 9th, 2026

Time: 6:30-7:30pm

Location: Google Meet

Recorder: Wendy Brown

Agenda & Discussion Notes

1. Call Meeting to Order 6:36pm

2. Welcome & Territorial Acknowledgment Kara Johnson

3. Introductions

*See sign in sheet for attendance

4. Confirmation of Quorum (4) Established

Confirmed

Wendy Brown (Vice President), Andea Chan (Parent), Beth Cairns (Treasurer), Kara Johnson (President)

5. Approval of Agenda

Motioned by: Beth

Seconded By: Kara

6. Approval of Past Minutes (October 15, 2025)

Motioned By: Beth

Seconded by: Andrea

7. Treasurer's Report

Discussion Notes:

- A. \$18,574.10 - Gaming
- B. \$8,484.77 - General

Action Items / Motions: _____

7. BC PAC

Discussion Notes:

- A. Grant Application - Parent Ed \$250 – due end of Feb
- B. Drug crisis workshop
- C. Creating Safe & Connected Schools

Action Items / Motions: Beth to share contact for Boys/Masculinity

8. Administration Report – Maryanne

Discussion Notes:

- A. Bus stop/crosswalks – 2 wk – due now – raised
 - No drop off on Gregory – email reminders
 - Area sidewalks
 - Cedar Hill x Cedar Hill X Road – extend bike lane – part of master plan
 - Library re-build
- B. Flag Raising – F Feb 20 – BC & Canada flags, live stream (20m)
- C. Pride in Place – school wide
- D. School Literacy goal – submit in May – for 2026/27 yr
 - Including groups with specific learning challenges especially dyslexia affecting 1 in 4
- E. Grade 8 Celebration – planning started, PAC budget contribution request
- F. Fun Day – looking at changing event due to field
- G. Beginning of the Era – Sat, May 9th 11-2pm
 - Indigenous Family Feast – Thurs, May 7th

- Former students/parents, community, present students/parents
- Photo booth, snacks & coffee, PAC booth, sell food/T-shirts, fundraising, other swag
- Hot Dog Sale – PAC lead – Kara / Beth

H. Transfer week – deadline EOD Thurs, Feb 12th

I. Grade 8 Dance – info going out shortly

J. E-scooter/E-bikes – student under 16 cannot ride these

K. Cell Phone Policy – covered at school thoroughly with the students

Action Items / Motions: _____

9. Old Business

Discussion Notes:

- A. Increase transparency/interest in PAC participation
- B. Surveys to students/parents to determine direction/focus for PAC fundraising efforts
- C. FB page – updating, posting events/meetings – Mariann to send new school photo
- D. Community events – ie. Board game Café – select date next meeting
 - Student Foyer/Library Commons
- E. Other events – Saanich Rec funding for in school events – possible options – D&D, baby sitting
- F. Large scale fund raising – shelf until survey is completed

Action Items / Motions: _____

10. New Business

Discussion Notes:

- A. Surveys – review, be critical
 - Review format, use Google Survey (Forms) by email

Action Items / Motions: Final draft Mar 9th

11. Set Next Meeting Date:

Monday, March 9th @ 6:30pm

12. Motion to Adjourn 7:48pm

Motioned By: Kara

Seconded By: Andrea

Summary of Motions / Action Items

Agenda Item	Motion / Action Item	Responsible / Due Date
Forward Contact for Education Session to Kara	Boys & Masculinity	Beth – Feb 16
Grade 8 Celebration	Budget Contribution Request	PAC Mtg – Mar 9th
School Photo	Updated image to Kara	Marianne - completed
Board Game Night	Select date	PAC Mtg – Mar 9th
Surveys	Final draft	PAC Mtg – Mar 9th

Recorded by: Wendy Brown