

École Dr. Charles Best Secondary School

PAC General Meeting Minutes

September 22nd, 2025, 7:00 pm

School Library

Attendees:

David Cyr	Kirby Ransom	Christine Baker
John Campbell	Laila Atkins	Isabel Chiu
Niloo Fowler	Pamela Hardy	Christine Friend
Joanne Elsdon	Niloo Fowler	Erica Gjaltema
Zureen Khan	Danilda Abasi	Hatty Tang
Veronica Moulton	Xiaohua Liu	Michelle Nijjer
Roxy Aloysius		

1. Welcome & Introductions

- 2025-26 PAC Executive Introduced:
 - Chair: Laila Atkins (bestpacchair@gmail.com)
 - Vice-Chair: TBD
 - Secretary: Isabel Chiu
 - Treasurer: Niloo Fowler
 - DPAC Representative: Pamela Chan
 - Members-at-large: Christine Baker, Christine Friend, Joanne Elsdon
- Parents introduced themselves and their children's grade levels.
- Sign-up sheet circulated to confirm attendance and volunteer interests.

2. Approval of Agenda as amended

- Order of agenda amended for guest speaker, Mr. John Campbell, to speak first then "Welcome & Introductions"
- Motion to approve agenda as amended
 - Moved: Niloo Fowler
 - Seconded: Joanne Elsdon

- Carried

3. Approval of Previous General Meeting Minutes (May 5th, 2025)

- Motion to approve May minutes
 - Moved: Isabel Chiu
 - Seconded: Christine Baker
 - Carried

4. Election of Members-at-Large for 2025/26 school year

- Motion to elect Matt Ferguson as Member-at-Large (2025–26)
 - Moved: Niloo Fowler
 - Seconded: Christine Baker
 - Carried

5. School Administration Update from Principal (20 min)

- Principal Cyr invited John Campbell, District Principal of Facilities to speak about the 12-plex
 - 12-plex increases number of students to 1455 (based on 30 students per class maximum)
 - Portables do not count as permanent classes and will eventually go offline in the future
 - Currently the school holds 1630 students with the 6-plex and 7 portables.
 - 12-plex floor plan was presented and will look like 6-plex with all the amenities same as a regular building
- Principal's Updates:
 - Current enrollment: 1,630 students (down slightly from last year due to grad class).
 - Parking challenges due to construction; temporary overflow parking arranged at a local church.
 - Fire drills occurred earlier than expected due to contractor miscommunication (sprinklers drained).
 - Drama program scheduling conflicts noted; adjustments required.

- Staff professional development focused on Indigenous First Peoples principles and team-building.
- Clubs and athletics are active; ski and snowboard club expected to continue at Whistler.
- Discussion of long-term projects and wish list items, including:
 - Weight room upgrades (approx. \$21,000 for four new equipment units).
 - Drama lighting upgrades.
 - CLC 12 Capstone support.
 - Potential large-scale gym digital scoreboard project (approx. \$82,000–100,000).
 - Indigenous carving project by artist Peter Gong (estimated \$10,000+).
- Niloo and Dave to meet to go over budget

6. Specific Updates (15min)

- Need volunteers to shadow chair and treasurer
 - Chair, Treasurer, and Christine Baker (Member-at-Large) are graduating this year; succession planning encouraged
 - Hatty Tang – Will shadow Niloo for Treasurer Thank you!
 - Veronica Moulton and Matt Ferguson will shadow Laila for Co-chairs. Thank you!
 - Niloo, Laila, ChristineB, Matt, Hatty and Veronica to setup a meeting
- Finance (Niloo Fowler)
 - Bank balances and 2025-26 PAC budget update
 - ◇ Treasurer Niloo reported expected \$32,000+ in gaming funds to be received by the end of September.
 - ◇ Carryover from last year: \$8,000.
 - ◇ Standard annual allocations:
 - \$4,000 for After Grad
 - \$4,000 for Grade 11 Dinner Dance
 - \$4,000 for Teacher Appreciation
 - ◇ Discussion on proportional funding for After Grad based on graduating class size.

- ◊ General account balance: approx. \$5,000, plus \$6,000 in school account donations.
- Staff Wish List (See Principal's Update above)
- DPAC (Pamela White)
 - First DPAC meeting scheduled for October 1, 2025 at the Education Learning Centre.
 - Topics: PAC 101, finances, gaming grants, record-keeping, and Q&A.
- List of longterm projects
 - PAC put together a list and will send to Dave

7. Committee Updates

- Grade 11 Parent Dance Committee:
 - Volunteers confirmed: Pamela and possibly Matt's spouse for co-chairs.
- Grade 12 After Grad Committee:
 - After Grad scheduled for Saturday May 30, 2026
 - First meeting scheduled for Wednesday, September 24, 2025 at 6:30 p.m.
 - One co-chair confirmed; additional volunteers needed.
 - Winter Market needs to be after November 22 as gym is booked Nov. 14-21

8. New Business

Dates for General PAC meetings for the year:

- October 20, 2025
- November 17, 2025
- January 12, 2026
- February 23, 2026
- April 13, 2026
- May 4, 2026 (General Meeting)

9. Date of Next Meetings:

- General PAC Meeting: October 20 @ 7:00 pm in the school library

10. 9. Adjournment

- Motion to adjourn at 8:35PM
 - Moved: Niloo Fowler
 - Seconded: Christine Friend
 - Carried