

**RJ TAIT PARENT ADVISORY COUNCIL ANNUAL GENERAL MEETING MINUTES
JUNE 16, 2025**

1. Call to Order - 6:12 pm (see Annex A for list of attendees)

2. Adopt Agenda

First: Alina Nguyen-Law

Second: Naomi Inouye

3. Adopt May 5th, 2025 and June 2024 AGM Meeting Minutes

May 5, 2025

First: Jonathan Schmidt

Second: Kirsten Poulsen

June 2024 AGM

First: Jonathan Schmidt

Second: Naomi Inouye

4. Executive position recruitment/nominations/election

Chair: Ava Zhou (nominated by Tina Thottingal, elected by acclamation)

Co-Chair: Kirsten Poulsen (nominated by Tina Thottingal, elected by acclamation)

Treasurer: Alina Nguyen-Law (nominated by Tina Thottingal, elected by acclamation)

Secretary: Hart MacKinnon (nominated by Tina Thottingal, elected by acclamation)

RDPA Rep: position unfilled, to be reassessed at start of 2025/26 school year

Hot Lunch Coordinators: Naomi Inouye and Jonathan Schmidt

5. Financials - Alina Law

PAC and Gaming Account Balances

- PAC Account Balance: Current Balance:\$20,705.93
- Gaming account balance: Current Balance: \$2433.43
 - \$4540.00 Gaming Fund Granted

- \$2205 Expensed (\$1155 & \$1050)
- Outstanding expenses
 - Pizza Hut \$698.20
 - Subway \$500 (estimated)
 - M&M
 - BBQ Supplies
 - Fieldtrip Expenses

Field Trip Receipts

- Budget \$15 per student. Total \$3525.
- Treasurer received receipts last week and is reviewing. Awaiting more receipts.
- Current total amount of receipts submitted \$2730.59

Allotment Receipts

- Two allotments funded this school year
 - Teacher Budget \$3200 (\$100 per allotment), spent \$2563.35
 - EA Budget \$1000 (\$50 per allotment)
 - Spent \$ 938.04
 - Total is \$3501.30
 - 3 Teachers submitted receipts dated in the Summer of 2024, totalling approximately \$100. PAC executive declined per its guidelines for reimbursements, but a review is requested by the Principal as the submitted receipts do align with the beginning of the administrative portion of the school year.

Motion 1: PAC executives agreed to accept receipts from July 2024 to May 31, 2025 and that timeline (July to end of May) going forward. Passed by consensus

- Treasurer requesting detailed breakdown of covered expensed items. Also requesting to establish guidelines of expenditures.

Application for 2025-26 Gaming Grant to be completed by Treasurer.

7. Old Business

- TCBY/Pizza Treat for Fit N Fun Day
 - Pizza from Domino's by the Slice
 - TCBY - 4 different flavors
 - Volunteers did sign up, more recruited day of
 - Order pizza for later delivery next year
- BBQ - M & M, ice cream, prizes for games
 - Order into M & M: 237 pre-order, extra 50 for at the door (had 29 extra and turned away 40 last year)
 - Ice Cream: Procure about 300 to hand out at the event
 - Games procured include sticky hand, invisible hands, mochi toys, fidget key chains, candy bracelets and Chuppa Chups.
 - 2 Stamps system so that everyone has a chance to win a couple of times.

- Beach Day School Buses
 - Four buses needed this year as Gr 6 class attended
 - Cost is \$1020
 - PAC approved budgeted \$765, receipt to follow so PAC can reimburse school
- Anticipated Spending - Jess Dance Residency for 2025-26 school year
 - Cost \$4826
 - 5 days of training and the community evening performance.
 - Payment 1 – Deposit 25% for \$1206.50 due by June 9th, 2025 Cheque written from the PAC account
 - Payment 2 – 25% for \$1206.50 due September 30th, 2025
 - will determine which account next year pending Gaming Grants
 - Payment 3 – 50% for \$2413.00 due November 17th, 2025
 - will determine which account next year pending Gaming Grants
- Freezie Friday
 - June 6th - Sold 180 freezies
 - Raised \$142
 - Next Date: June 20th
- Warming Lunch bag Pilot
 - Extra bag donated was helpful
 - Will discuss whether more bags needed next school year

8. New Business

- 2025-26 Meet N Greet
 - Occurs first day of school year in September
 - PAC Executive to discuss format

Motion 2: Use PAC account funding to purchase Plinko game for Meet N Greet event and other school events

First: Naomi Inouye

Second: Ava Zhou

- Hot lunch - Agreement to meet in summer to set hot lunch dates so vendors can be confirmed
- Support to continue Munchalunch subscription

Motion 3: Spend \$369.60 from PAC general account to fund Munchalunch subscription for next school year

First: Jonathan Schmidt

Second: Naomi Inouye

9. Administrator's report and questions

Important dates

- June 17 - Immunization for K and Gr 6
 - School Spirit Day - Bubbles and Chalk Art (afternoon)
 - Tait BBQ
- June 20 - Gr 7 Farewell Assembly
- June 26 - Recognition Assembly (10:45 am)
 - Last day for students
- June 27 - Administrative Day - school is open (9 am - 3 pm)

Other updates:

- Currently 240 students enrolled
- Capacity is 242 students
- Unlikely to move to 11 Divisions
- More than likely there will be a waitlist for students to get into Tait next year
- If students are away from school for more than 20 consecutive school days, their spot may be given to a student on the waitlist.

School mural - City of Richmond Grant

- Mural will be created on the front of the school by the gym
- Student input to what they love about Tait neighbourhood, Richmond and the Greater Vancouver area - student input now
- Mural will be started in June, may continue and be finished in July/August
- Mr Mason will inquire about merchandise options for mural art

10. Q & A

11. Adjourn Meeting - 8:30 pm

ANNEX A - ATTENDEES

Rusty Mason, Principal
Tina Thottingal, PAC President
Kirsten Pulsen, Vice President

Alina Nguyen-Law, Treasurer
Naomi Inouye & Jonathan Schmidt, Hot Lunch Coordinators
Hart MacKinnon, Secretary

Ava Zhou
Rachelle Seguin