



# Gordon Greenwood Elementary School

9175 206 St  
Langley, BC V1M 2X2  
Canada

P: 604-882-0114  
F: 604-882-2617  
[gordongreenwood.sd35.bc.ca](mailto:gordongreenwood.sd35.bc.ca)

Principal: Mr. A. Joo  
Admin Assistant: Nicole Ohrlein



## September 16th, 2025 - GGE PAC General Meeting Minutes

### 1.0 Adoption of Agenda

- Meeting called to order at 6:30pm
- Attendance:
  - Danielle - President
  - Jen - VP
  - Rhea - Secretary
  - Justine - Treasurer
  - Elaine - Social Media Coordinator
  - Mr. Alan Joo - Principal
  - Jenn Bourque - Events Coordinator
  - Audrey Pan Wick
  - Shaun MacDonald
  - Cathy Hale
  - Tanya Francis
  - Danielle Gong
  - Lee Brunjes
  - Meena
  - Rob

### 2.0 Administration Report – Mr. Joo

#### Class Placements

- This is established by ministry guidelines. Class composition is taken into account.
- There are minimum class sizes that are allowed at the intermediate level.
- We have 311 students this year, so cohorts have gone down. One of the reasons for this is that there is not a lot of turnover in our community. We were given an extra division on Friday, Sept 5th, and GGE was designated as one of the overflow schools for schools within our district.
- Split classes
  - Split classes are run with an “A and B” model. Year one, a student may get the B group teaching and the following year they will receive A group teaching. This model allows for students to be in split classes without the worry of their instruction being the same as the previous year.
  - Spread sheets on each child are given to teachers each year, which show the progress of your child.
  - Splits do not mean that your child is ahead or behind

#### Action Plan for GGE

**\*GGE’S FULL ACTION PLAN WILL BE POSTED ON THE SCHOOL WEBSITE AT A LATER DATE\***

#### A quick summary:

- Intellectual Development
  - A focus on reading and writing power
  - Writer workshops
- Human and Social Development

- Opportunities for students to volunteer and serve in the community
- Prioritize learners
  - GGE focuses on ALL children, not just the ones who are eager to volunteer. Some children may be more hesitant to volunteer or step up to help, and GGE works to find development opportunities for them too.
- Playground Pals, Student Leaders, Buddies
  - GGE knows that not all students learn the same or are at the same place in their development. Students are paired in a way to build confidence and show each student that they can lead and teach and make a difference.
- Career Development
  - Focusing on developing the strengths that each student possesses
  - K-7

#### Meet the Teacher

- Thursday, September 25th from 5-6pm
- Open house, casual come and go, letting your child show you their class and getting a chance to introduce yourself to their teacher.

#### Volunteer Training

- Police Info Checks are still mandatory to volunteer at GGE
- Please see the front office to obtain a letter from the school to take to the nearest police office (B140 20161 86th Avenue)
- You will also need to watch a short video and complete an online form. More information can be found on the PAC website.
- Once your Police Info Check is obtained, it is good for 5 years

#### Administrative Procedure 350

- Personal Devices
  - No digital devices are allowed in class
  - Smart watches are considered digital devices
  - Teachers may allow temporary use of devices in class for educational purposes, but they will be locked away again upon completion of the task
- Electronic Scooters
  - Guidelines have come down from the provincial level
  - Children under 16 are not allowed electronic scooters
  - Regular bikes and scooters are still permitted, but helmets must be worn

#### October 9th Staff Meeting

- Danielle (PAC President) will attend the meeting to represent the PAC
- Mr. Joo would like to discuss future school presentation bookings
- Danielle will discuss how teachers would like the Scholastic Dollars raised in previous years to be spent. Options are \$100 per class, or \$1600 for the library. \$900 of the Scholastic Dollars MUST be spent by Feb 2026 or we lose it.

#### Additional Food/Snack Options for Students

- Breakfast Club is back Monday-Friday from 8:15am-8:40am
- Lunch Lady will be coming back as well, but there hasn't been a meeting for this yet, so which days Lunch Lady will be happening is not yet known.
- The district connected with the fire department to set up their snack program again at our school. There are snack options available at the office.
- There is also a fridge in the lobby with healthy snacks available for students. Fruit, vegetables, yogurt, hummus, etc.

#### Holiday Concert

- Unfortunately, the school was not able to get a music teacher this year. Drama Theatre is the replacement. This consists of theatre, stage craft and literacy components.

### 3.0 Executive Member Reports

Danielle - President

- IT ticket/password for PAC so that we can photocopy. The District is changing the printers and copiers on September 17th, so we will have new passwords by the end of the week.
- We rely on parent volunteers to have successful fundraising events, so please encourage other parents you know to come out and volunteer. It's a great way to meet new parents and become more involved in the school.

Jen - Vice President

- No updates

Justine - Treasurer

- General bank account is at roughly \$27,000
- Gaming Grants are at roughly \$5000
  - For gaming grants, we submit paperwork to the lottery corporation. This usually amounts to \$19 per student. There are rules for how the money can be spent, and every year those rules change. Usually it can be used for field trips, playground equipment, movies, buses, cultural events/speakers, jerseys, etc. At the end of the year, we have to submit a report to the gaming commission showing what the grant money was used for.

Rhea - Secretary

- No updates

Elaine - Social Media Coordinator

- PAC now has a website, Instagram and Facebook page!
- Social Media Report (see attached report)
- A new "ad" will be on the next newsletter with all the information about how to find PAC info online

Jenn Bourque - Events Coordinator

- No updates

Julia Sage - Hot Lunch Coordinator (not present)

- PAC needs to make sure she has access to the email and Munch-a-Lunch
- Hoping to have it ready to go for October
- Keep an eye out for volunteer opportunities

### 4.0 New Business

Coupon Books

- Meena is running this again this year!
- This is one of our biggest fundraisers
- Books will be coming out the week of September 22nd
- Every book you sell, you will get a key chain. If you sell 12+, then you get the whole key chain set. If you sell two, you get a coupon for a free dilly bar. Top seller of coupon books gets a prize. Top selling class get a pizza party.

Winter Market

- This year it will be held on November 22nd
- So far we have 20 vendors. If you know of anyone that would like to be a vendor, please have them reach out to the PAC.

- In previous years, we saved money by volunteers coming to clean up after the market. This year the district is not allowing this, so we must pay for janitorial services and a security fee, which totals \$330.

#### Reindeer Lane

- Donations will be accepted closer to November. No clothing or Christmas decorations.
- Students get to shop for their loved ones. Everything costs \$2.
- More wrapping paper is needed this year. Only gifts bought for other people will be wrapped. If the student buys something for themselves, it will not be wrapped.
- Cathy and Jenn B will take the reins on the one (no pun intended)

#### Babysitting Training/Home Alone Course

- Babysitting Training is ages 11-15
- Home Alone Course is ages 9-13
- If we can book this course for a Friday we won't have to pay for a janitor.
- We would like to poll parents to see which course is wanted more

#### White Hatter

- This is an internet safety presentation
- There are concerns with staff about the children programs because of potentially triggering content. However, there are parent programs as well which can be attended online.
- We will look into this more.

#### Scholastic Book Fair

- Danielle motions that we take the \$1600 in Scholastic Dollars and divvy it up between each division and the library. This motion was seconded by Jen.
- The second option is to bring it up at the staff meeting to see if staff would prefer all \$1600 going to the library so that all students can use the books/items purchased.

#### Cobs

- Danielle will pick up the cheque from last year's fundraising efforts

#### Spirit Wear

- More info to come!

#### Purdys

- Purdy's fundraiser will be back this year! More info to come!

#### Computers

- The District is taking back 18 iPads and replacing them with 48 new ones. The school is set to receive one cart of 30 and the other 18 iPads will be allocated throughout the school.
- PAC would like to know if we can get previously purchased devices back to try to sell
- Mr. Joo will get quotes for PC and Mac options for laptops, and the PAC will work to figure out how much money we can contribute to buying new computers for the school.

#### PAC Long Term Financial Goals

- What are we saving for? What does the school need from us this year? What do the next 2-5 years look like? For example, when will the playground need to be replaced? We would like to set up a long term plan, so that the school and parents have a goal to work towards.

#### Executive Business

- Review the CB

- Updated ones need to be uploaded to the website, so that parents can read and bring forward changes. This will be motioned in October, to be voted on in November.
- Code of Conduct
  - All executive members and members at large will sign following today's meeting

**5.0** Danielle motions to adjourn meeting

Seconded by Jen

Meeting adjourned at 7:55pm

NEXT MEETING: Tuesday, October 14th at 6:30pm in the School Library