



Cape Horn Elementary School
PARENT ADVISORY COUNCIL MEETING
September 13, 2023 @ 7:00 pm - In Person

Attendance:

Donise McCall - PAC President	Kim Cuellar - Principal
Andrea Williams - Secretary	Elysia Dvorak - Treat day
Gurpreet Gill - Treasurer	Marvin Fernandes
Nancy Truong	Brandie Cristales
Paul Gullett	Rabia Faisal
Darcey Reid	
Online	

Meeting Called to Order at 7:02 pm
Minutes taken by A. Williams

Approval of Agenda for September 13, 2023 meeting
Moved by E. Dvorak to approve the agenda. **CARRIED**

Approval of Minutes from meeting on June 14, 2023
Moved by G. Gill. **CARRIED**

Principal's Report - Kim Cuellar

- Our new portable classroom is ready inside; outside the landscaping is in progress. This new classroom is not needed this year for an extra division,

we will be using it for other activities this year.

- We still have 10 divisions this year. Our school has 18 new students, and a similar number of students moved out of the area.
- There was a lot of work that went into the class placements. Lots of thought and consideration from all the teachers involved.
- Important upcoming dates:
 - Photo day Sept 19
 - School BBQ Sept 21
 - Orange shirt day - lots of activities planned to recognize this date. A link will be sent out for a local supplier for the opportunity to buy shirts from an Indigenous owned business.
 - Pro-D day Sept 22
- Question raised - Why are there so many split classes this year?
 - K. Cuellar explained that it is based on the number of students in each grade; and how many students have designations. Many different class organizations were studied before settling on the splits and divisions we have.
 - Split classes benefit all kids because teachers teach to each student's level within the class, regardless of the grade.
 - Parents are welcome to bring any questions to the teachers or to her.
- Foundation Skills Assessment (FSA) are coming up. These are standardized testing that are done at the grade 4, 7, 10, 12 levels. These are done to see if we are meeting our goals in numeracy and literacy.
 - Grade 4 & 7 FSAs are not mandatory but are recommended. Higher grades the FSAs are mandatory.
 - The BC Teachers Union is opposed to FSAs at these levels, because it is not focussed on each child, it is a more widespread study of school goals. The union is allowed to send information to grade 4 parents to say why they should not participate in the FSAs.
 - The Fraser Institute uses this study to rank schools; however this is not the purpose of the FSA.
 - FSA testing takes approximately 3.5 hours
 - Results are used to show if we are closing the gap in education, and to see how schools are doing across the province.
- Halloween celebration will be held on Oct 31. The next day Nov 1 will be a PJ day with a soft start.

- New this year, we have a department head for the food programs, Anya Bailey. The food programs include backpack buddies, breakfast club, fruit and vegetables delivery, and money/gift cards to support families in need of food. Also an option to cover the cost of lunches.
 - Breakfast club is starting Sept 18. In the past it has been very popular and busy. Start time will be 8:05. We really appreciate all of the volunteers for this program!
- Goals for the year
 - Intellectual goal to focus on multiplicity
 - How we put numbers together and take them apart. This has been identified as a gap in comprehension at higher grade levels; therefore it is a continued focus for all students in math. There will be an assessment done in fall and again in spring to see if changes need to be made.
 - Time in Nature
 - Recognizing and learning about the Indigenous way of being outdoors, and building learning through time spent outside.
 - Professional development days for staff will include Indigenous ways of learning. More information about this can be found on the school website.

Hot Lunch & Treat Days - Elysia Dvorak

- D. Steeves is taking over hot lunch, in addition to the Grade 5 committee.
- E. Dvorak is handling the treat days
 - Oct - Dec there will be 2 hot lunches per month, on the 2nd Friday and last Friday. We will alternate between pizza (from various locations) and another lunch option that is sometimes more expensive.
 - Designated treat days will be 1 per month for pre-order. In addition there will be afterschool sales of popcorn and maybe hot chocolate or freezies. This will be on alternating Fridays for now, so every Friday there will be something to look forward to.
- Proposal to have class rep's to help out with hot lunch distribution, as D. Steeves will order and arrange for the food to be delivered, but is not able to stay and coordinate the handout of the lunch to classes. We will rely more heavily on volunteers for hot lunch and treat days.
 - Student leadership (grade 5s) will continue to deliver to classes.

- Prices have increased a lot for food, so we have to watch and make sure pricing is appropriate and updated.
- Kindness fund will continue
- After school events are preferred over recess time as we will have more volunteer support and it won't affect teachers and teaching time.
- Popcorn sales will need volunteers
- D. McCall will create a form and send it home with a calendar of events for parents to sign up to help. We will also be seeking volunteers for events and organizing donations, photographers, etc.
- Discussion of fundraising - We need to make a clear presentation of what we are fundraising for; to show parents how we will be using the money raised: **including field trips/busses, outdoor learning space; carts.**
 - Suggestion to have a visible chart in the school to show funds needed and the amount raised to date.
 - Should consider having a banner created to use at multi-school events like running club etc.
- Planning for Halloween howl - E. Dvorak will help, but we will need lots of volunteers!

Treasurer Report - Donise McCall

Jenn Johnson stepped down as Treasurer for the Cape Horn PAC as of June 30, 2023.

Election of Treasurer for Cape Horn PAC.

Motion to nominate Gurpreet Gill as Treasurer by D. McCall

Seconded by M. Fernandes

All members present voted in favour of electing **Gurpreet Gill as Treasurer.**

Motion Carried.

Account Balances

- General Account Balance \$12,175
- Gaming Account \$819
- Grade 5 Account \$1672 (\$250 Mint dental cheque is coming)
- Gaming Grant is pending for this year. We are also waiting on 2022-2023 grant, as there was an issue with the submission, but it had been resubmitted by J. Johnson last spring and we are hopeful it will come

through.

- Gaming grant is \$20 per student. Currently our school has 215 students.
- Gaming grant is usually used for field trips and buses. There is a list of items we can use the grant for in the cheque book.
- General Account - these funds can be used for hip hop/performative dance, tennis/sports programs, art programs.
- Discussion of investigating using buses from other school divisions, as they are cheaper and may have more availability. Many school bus drivers retired, and the issue has been finding available busses (in addition to the increased cost of hiring buses for field trips)

Budgeting

- Trees \$2500
- Carts \$250 (need two)
- Per class amount: \$250
 - Includes Library and Resources
 - Question - can Music be added?
 - Vote held to add the Music department to our Class Funds. **Motion to include Music in our PAC funding** by D. McCall, **Seconded** by A. Williams. All members present voted in favour. **Motion Carried** to increase the number of divisions receiving money from the PAC from 12 to 13 divisions.
- Budget amounts for 2023-2024 need to be discussed further.
 - K. Cuellar will ask teachers for their wish list items and will report at the next PAC meeting.
 - We need to create a detailed budget and approve it for DPAC.

Fundraising

- We will hold two Give Back events this year: Terry Fox run, and Jump Rope for Heart.
- FlipGive app is a great money making opportunity for the PAC. P. Gullett will provide more information to parents at the school BBQ event.
- Christmas hampers - recommendation to have ticket sales to win instead of online auction. Can do pre-orders of tickets as well.
- Breakfast with Santa planned for Dec 16th. We need to find a Santa
- Other events such as pub night and krispy kreme have been very popular

in the past.

- It has been harder to get donations from businesses for our events. We need to contact families to have more participation and opportunities for donations from businesses connected to the school community.
- Coupon Book sales will go ahead, as well as Neufelds ordering.
- R. Faisal is handling fundraising this year.
- Suggestion from B. Cristales to investigate Lunch Box Theatre. This has been held in the past and was very popular. Kids participate in Theatrix, and put on a show at the end of the year.
- Suggestion from A. Williams to contact EMA for another session of martial arts at Lunch. Either November or February would be good timing.
- We still have lots of donated items from our cancelled pub night in June to use as prizes for future events; selling raffle tickets at Halloween Howl and other events that parents attend.
- Family photo event will be planned for November. B. Cristales will handle this.
- Christmas market planned for the breakfast with Santa event. Planning to offer tables for \$20 fee, and should ask vendors at farmers markets etc if they want to participate. Last year Ricki's all day grill donated the pancake batter.
- Movie night will be June 7th
- It will be great to have all these planned events in a calendar for families to plan over the year. Also to ensure fundraising requests are spread out.
- Teacher appreciation day in October - planning to bring coffee & donuts.
- It is ok to have home cooked food for adults in the school, not for kids.
- Plan for June to stock the staffroom with snacks for teachers.

General Discussion

- All school forms will be located on the parents portal on the school website, where reports cards are located.
- We are in need of a Lunchtime Supervisor. Anyone who is interested can contact K. Cuellar. This is a one hour daily commitment, it is a paid position. Applications need to be sent to HR.

DPAC - Jeff Randhawa

- We are registered with DPAC 43 for the 2023/2024 school year

- PAC Orientation Night is Oct 4th at 7pm at the Winslow Centre
- First general meeting is Oct 25th at the Winslow Centre
- All parents are welcome to attend but only DPAC Reps can vote.
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Meeting Adjourned at 8:28 pm.

Next PAC meeting will be October 11, 2023