COAST SALISH ELEMENTARY – PARENT ADVISORY COUNCIL
PAC ANNOTATED MEETING MINUTES

Date: April 9, 2024
Time: 7:06 PM - 8:48 PM
Attendees: Frank Pearse (Principal), Atash Askarian (Chair) Ningning Kennedy, Kay Yoon (Secretary),, Andrea Burgoyne (DPAC Rep), Gem Caluk, Grace Chan (Treasurer), Kamilah Barsa (V. Chair), Hamid Moghaddam, Joanne Hu

Agenda & Minutes:

7:06 – 7:10 Opening Procedures

- Call to Order: Atash called the meeting to order at 7:06 PM.
- Land Acknowledgment: Delivered by Atash.
- Adoption of Agenda & Minutes: Adoption of Agenda forwarded by Grace, seconded by Kay, all in favour and none opposed.
- Adoption of minutes forwarded by Grace, seconded by Gem, all in favour and none opposed.

7:10 – 7:25 Principal's Report (Frank Pearse)

- Activities Overview:
  - Grade 4-5 basketball completed with enthusiasm.
  - Term 2 report cards distributed.
  - Forest green clothing order updates by Ms. Newell for re-orders.
  - Preparation for Como Lake relays with 16 students from Grades 4-5.
  - Track and field upcoming with Mr. Miyanaga and Ms. Makepeace leading Grades 3, Ms. Drewbrook and Ms. Turner leading Grades 4-5.
  - District professional development day scheduled for April 19 focused on indigenous education.

- Early dismissal on May 8 at 1:30 PM for student-led conferences.
- Next School Year Planning:
    - Kindergarten and cross-catchment registrations completed, anticipating 62 Kindergarten students.
    - Budget planning ongoing, expected to increase teaching and EA positions.

7:25 – 7:35 Treasurer's Report (Grace Chan)

- Financial Motions:
    - Motion forwarded by Grace to approve $500 for June TCBY. Seconded by Asana, all in favour, none opposed.
    - Motion forwarded by Grace to approve $1000 for June Hot Lunch (Little Caesars and add-ons). Seconded by Kay, all in favour, none opposed.
    - Refer to attached financial report for detailed accounts.
    - Gaming grant application deadline set for June 31.

7:35 – 7:45 DPAC Update (Andrea Burgoyne)

- Technology and STEAM Initiatives:
    - Principal of Technology, Dave Sands, outlined STEAM accessibility for all grades.
    - Mention of new Minecraft game launched with Kwikwetlem First Nation themes used by Grade 5s.
    - Opportunities for school registration for a STEAM day with extra resources.
- April 2024 SD43 DPAC Minutes: https://dpac43.ca/wp-content/uploads/DPAC-General-Meeting-Minutes-April-3-2024.pdf

7:45 – 7:55 Review of Hot Lunch Model

- Current Model Assessment:
    - Hot lunch model to continue selecting varied local vendors annually.
    - Commitment to maintaining a hybrid model.

7:55 – 8:05 Communication Strategies

- Challenges with Any Proposed Methods:

- Discussion on the outdated nature of websites, low engagement on Facebook, and high costs of monthly flyers.
- Decision to revisit communication strategies next year.

8:05 – 8:15 May Carnival Planning

- Event Organization:
    - Significant parent involvement in securing sponsors.
    - Planned activities include a fire department presence, Coquitlam mobile library, and a variety of food and entertainment options.
    - Presale of wristbands to facilitate smooth access on event day.

8:15 – 8:25 Nominations for PAC Executive and Coordinators

- AGM and Nominations for Executive Members of PAC:
    - Upcoming AGM announced, with most executive positions open except for Treasurer.
    - Calls for nominations for hot lunch coordinator, volunteer coordinator, and event coordinator.

8:25 – 8:30 Roundtable Discussion

- Supervisory Needs and Building Maintenance:
    - Discussion on potentially increasing lunchtime supervisors based on enrollment projections.
    - Building maintenance updates and contractor timelines discussed.

8:48 Meeting Adjournment

- Closure: Adjourned by Atash, seconded by Kamilah. All in favour. None opposed.

Next Meeting: Scheduled for 7:00 PM onMay 14th, Annual General Meeting.

Recorded by Kay Yoon, PAC Secretary.

Enclosed:

- Financial Report up to April 9, 2024 prepared by Grace Chan (Treasurer)