



Coast Salish Elementary

Coast Salish Elementary – Parent Advisory Council (PAC) Meeting Minutes

Date: Thursday, October 3, 2024

Time: 7:30 PM - 9:00 PM

Location: Learning Commons, Coast Salish Elementary

Attendees: Frank Pearce, Atash Askarian, Sanj Westin, Kamilah Basra, Asana Askarian, Grace Chan, Lan Kato, Christine Yoo, Andrea Burgoyne, Kay Yoon, Rose Nowak, Damien Whitehead, Danielle Yee, Chenxi Zhang, Mehrnoush Moslemi, Jenn, Marlene

7:30 – 7:45 PM - Opening Procedures

- **Call to Order:** Kamilah called the meeting to order at 7:32 PM.
- **Land Acknowledgment:** Conducted by Kamilah.
- **Welcome to Coast Salish:** Kamilah welcomed attendees and introduced the PAC's role, including ways for parents to get involved.
- **Adoption of Agenda & Minutes:** Motion to adopt the agenda and previous minutes with a correction to a name spelling was forwarded by Grace, seconded by Asana, and all in favour. None opposed.
- Noted that PAC requires 7 members for quorum. The Chair is a non-voting member unless there is a tie.
- **Introduction of PAC Executive Team:** Each member of the PAC executive team was introduced, including their roles and responsibilities.

7:45 – 8:00 PM - Principal's Report and Questions (Frank Pearce, Principal)

Principal's Report:

- Special gavels were awarded to past and current chairs.
- September was exceptionally busy, with 100 new students and 16 new staff members added.
- Staff and students are adjusting to increased enrollment and facility usage.
- Addressed frequent questions about split/blended classes, noting that they provide opportunities for deeper learning. The BC curriculum supports a more linear learning path.
- Sent out Pro-D updates on Sway last week.
- Held a Truth and Reconciliation Week Assembly last week.
- Terry Fox Run scheduled for tomorrow.
- Ms. A is setting up lacrosse activities for students.

- Three additional activities with costs were held last year; parents experiencing financial difficulties are encouraged to contact Mr. Pearse.
- Upcoming Events:
 - Pumpkin Patch visit to Meadow Family Farm on October 24.
 - Halloween celebrations on October 31.
- New School Resources:
 - Coast Salish stage, new benches, wireless sound systems, storage systems, flex room furniture, and sandbox upgrades.
- YMCA facility construction is complete.

8:00 – 8:05 PM - Treasurer's Report (Grace and Christine, Co-Treasurers)

- Treasurer's Updates:
- Last year's financial records need to be closed. Action required by Grace and Christine.
- Fiscal Year-End confirmed as August 31 for PAC.
- Motion to approve the Fiscal Year-End
 - Forwarded by Sanj, seconded by Andrea, all in favour. None opposed
- Motion for the following three items, \$180 for Food Safety Level 1 training for two people, \$240 for childminding services, \$600 for the upcoming movie night, was:
 - Forwarded by Christine, seconded by Asana, and all in favour. None opposed.
- Motion for Munchalunch food purchases and payments was:
 - Forwarded by Christine, seconded by Grace, and all in favour. None opposed.
- Breakfast with Santa: Pre-approved budget items:
 - \$450 for Santa, \$500 for a photographer, \$500 for Kinsmen, \$500 for groceries, with decorations budgeted as needed, totaling \$2,700.
- Book fair will also begin on the day of the Breakfast with Santa event.

8:05 – 8:10 PM - DPAC Update (Andrea, DPAC Rep)

- Updates:
 - PAC 101 session was held, with materials to be shared with interested members.
 - Mentioned the dissolution of BCCPAC.
 - Noted that several DPAC members have recently left their roles.

8:10 – 8:15 PM - Upcoming Events and Committees

- **Committee Updates:**

- Committees formed for Breakfast with Santa, Spring Fair, Movie Nights, and the Grade 5 Leaving Ceremony.
- Mr. Pearse will send a note to Grade 5 parents inviting volunteers for the leaving ceremony committee.
- Class Liaison system has been set up for most classes, with only two divisions pending.

8:15 – 8:25 PM - Fundraising Ideas for This Year

- **Fundraising Initiatives:**

- Art Cards
- True Earths
- Mabel's Labels
- Giant's hockey tickets
- Poco Bowl - we can rent and sell tickets for an event.
- Fran's Flowers (at the Mall) - on going fundraiser
- Bottle drive - school phone number to use to donate your bottle deposits.
- PAC will consider printing a template to promote ongoing fundraising options like TruEarth, Return-It, Mabel's Labels, etc
- PAC-provided lunches and potentially a standing pizza option for next year were discussed.
- Playground Grant: Application submitted for funding from the City.

8:25 – 8:40 PM - Communication Methods

- PAC Bulletin Board: Announced the setup and use of a PAC bulletin board for updates.
- Class Liaisons: Class liaisons introduced to enhance communication between the PAC and parents.

8:40 – 8:50 PM - Traffic Issues

- **Traffic Concerns:**

- Ongoing issues with speeding on Sheffield and parking around the roundabout, pick-up/drop-off areas, and staff parking lot were discussed.
- Addressed the need for flashing crosswalk lights and an additional crosswalk from Strawline Hill. Contact with the City's engineering department will be initiated to address these concerns.
- Noted that the "Kiss and Go" area addition has been effective.

8:50 – 9:00 PM - Roundtable Discussion

- Parents can email various PAC emails:
 - General PAC matters: coastsalishPAC@gmail.com
 - Hot Lunch matters: coastsalishlunch@gmail.com
 - PAC Event and Fundraising ideas:
- PAC Instagram: <https://www.instagram.com/coastsalishpac>
- PAC Facebook: <https://www.facebook.com/groups/1149673862645084>

9:23 PM - Next Meeting

- **Adjournment:** Motion to adjourn by Kamilah, seconded by Atash, all in favour, meeting adjourned at 9:00 PM.

Next Meeting: November 7, 2024

Recorded by: Kay Yoon, PAC Secretary.