



Cape Horn Elementary School

PARENT ADVISORY COUNCIL - MEETING

April 16, 2026 @ 7:00 pm In Person - Cape Horn Library & Online

Attendance:

Sarah Minton - PAC President	Lindsay Goodridge - Principal
Andrea Williams - Secretary	Rabia Faisal - Fundraising
Gurpreet Gill - Treasurer	Sarah Park-Manlig - Hot Lunch
Marvin Fernandes	
Online	Jose Godoy Kathryn Morse Savita Minhas

Absent:

Damien Colucci - DPAC	
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Meeting Called to order at 7:02 pm

Minutes taken by Andrea Williams

Land Acknowledgement

Approval of Agenda for April 16, 2026 meeting

Moved by M. Fernandes that the agenda be approved.

Motion Carried

Approval of Minutes from March 12, 2026

Moved by G. Gill that the minutes be approved.

Motion Carried

Principal's Report - L. Goodridge

- A new noon hour supervisor position is being created for next year. After a tour of our school yard with the district, it was determined that one

additional supervisor is needed to ensure student safety.

- Tennis or another sport is being considered for next year.
- The Como Lake relay was done today. Ribbons will be presented tomorrow or next week.
- Track Attack has started; students practice 2x per week outdoors to learn various events.
- Theatrix has started
- Cheer and dance club has started, it is open to all grades. Ms. Stapleman used to be a BC Lions cheerleader. She has bought pompons for all and it is a lot of fun! They are planning to do a routine at the end of the year.
- We are waiting on an update from Mr. Bott about the purchase of necessary gym equipment. Currently there is a focus on Indigenous sports for an upcoming unit, and we will coordinate equipment purchases with that.
- Confirmation that June 12th the gym is booked for a dance/event. This allows us to apply for the RBC grant.
- We have two early dismissal dates coming up for Student Led conferences. This is being split over 2 weeks to help families with more accessible options.

Treasurer's Report - Gurpreet Gill

- Grant application has been submitted. We are eligible for \$4400 if the grant is approved.
- Kindness fund proceeds will be given to R. Prasad to use towards hot lunch expenses
- General Account balance \$12,032
- Grade 5 Account balance \$2422 plus \$80 from Kernels popcorn fundraiser
- All expenses have been paid that PAC has agreed to.
- Inquiry - Can the Grade 5s do a fundraiser at the Indigenous Sports day event? This will be determined with the teachers, L. Goodridge will advise.
 - Sports day will have indoor and outdoor events, including a bouncy castle in the gym.
- Grade 5 camp and activities. Teachers will be communicating the plans and what kids can bring in the near future.

Fundraising Report - Rabia Faisal

- A chocolate bar fundraiser is planned, hopefully to coincide with the student-led conferences. However they have not responded to inquiries yet.
- The cost will be \$5 for 3 bars
- Community Values Coupon books - the supplier will only allow our school to sell the books if we send them home with students. This is a valuable fundraiser, however the follow up on books sent home is a huge impact on the fundraising person/team.
- Inquiry about Scholastic book sales? L. Goodridge advises that the majority of all items sold are the pens and erasers, not books. Perhaps if we set up a reading space and made it a community event, possibly leading up to Christmas, it could be more successful. This could also be an opportunity for RBC to participate. Students could view the collection during the day, and parents come through at lunch or after school.
- Discussion about fundraising for next year; choosing dates for
 - the Halloween Howl
 - Family Photo nights
 - Theatrix
- Consideration of offering
 - Salema Noon (aprox \$800)
 - Eggucation (aprox \$1200)
- The calendar is built with teachers during the month of May, and will be public at the end of May. This will allow us to fit PAC events and plans.

Hot Lunch - Sarah Park-Manlig

- Starting tomorrow we have hot lunches scheduled to the end of the year, starting with White Spot. There are 8 lunch dates planned.
- For the event on June 12, we will order pizza and have concession at the dance.
- Next year we will need hot lunch volunteers. Some of the regular ones have kids in grade 5 and will be leaving.

Open Discussion

- The DJ has been booked for the dance on June 12th. Start time will be 5:30pm
- Code Ninjas will have a booth there
- RBC Volunteers will handle admission and concession.
- Discussed having a 50/50 draw, however it is too much work to apply for the gaming grant.
- Plan to use the new lights from the halloween howl at this dance, they are stored in the Pit.
- D. Colucci is wondering about the AGM for DPAC, there is a cost to attend the meeting. L. Goodridge will investigate. Can also ask J. Randhawa if a fee has been charged in the past.
- PAC needs to set up subcommittees for parting and other in depth concerns.
- Upcoming meetings will be May 14th and June will be the AGM.
 - Secretary position will be available, and is necessary for the PAC to continue next year.
 - All other PAC members may continue in their current roles.
 - In 2 years the role of PAC President, Treasurer, Fundraising will all be required. Intention that we find a President and Treasurer next year so they can shadow and learn these roles.
- Welcome to Kindergarten table for PAC is needed. Suggestion to offer a giveaway to entice parents to attend meetings.
- Pop up play for kindergarten kids.
- April 30th gardening event has RBC volunteers. June 12th application will be sent to have RBC volunteers at the dance event.
- Need refreshments to offer to volunteers on April 30 such as cold waters and freezies.
- Call out for gardening equipment - J. Lenny is coordinating this and she would be able to advise.

Meeting adjourned at 7:45 pm

Next meeting May 14, 2026