



Cape Horn Elementary School

PARENT ADVISORY COUNCIL MEETING

May 22, 2025 @ 7:00pm Cape Horn Library

In attendance:	
Lindsay Goodridge - Principal	Lindsay Wong – Treat Coordinator
Sarah Minton -Chair	Nancy Truong
Sarah Spark-Manlig – Hot lunch Coordinator	Elisia Dvorak - Grade 5 Coordinator
Gurpreet Gill - Treasurer	
Absent:	
Andrea Williams - Secretary	
Jeff Randhawa – DPAC representative	
Pravjit Atwal – Treat Coordinator	

Meeting called to order at 7:00 PM

Land acknowledgement

Approval of Minutes from April 10, 2025 meeting

Moved by Gurpreet G. that the minutes be approved. **CARRIED.**

Approval of Agenda for May 22, 2025 meeting

Moved by Gurpreet G. that the agenda be approved. **CARRIED.**

Principal's Report – Lindsay Goodridge

Lots going on this past month and the month ahead.

1) Would like PAC's input about 2025/2026 options for More Sports program (subsidized afterschool program at Cape Horn); options include multisport, soccer, volleyball and dance)

-the event fills up the most when it is subsidized

-PAC in agreement with multisport as best option (most variety); to be offered

Tuesdays and Thursdays

2) Is PAC willing to support pickleball/tennis session again next year?

-yes (cost TBD)

3) Lunchtime soccer - coach has limited availability for the rest of this school year; Ms Goodridge is stepping in to support/supervise during lunchtime. Coach plans to resume in September.

4) School Wide field trip

-students were involved in the creation of stations - theme is "Survival"

-stations include sports day type activities, games, orienteering

-an information flyer has been getting sent out every Friday in the school newsletter providing details

-hot lunch (McDonalds) will be served at the park to those who ordered it.

-PAC will be setting it up at the school and bringing it to the park.

-PAC will provide a treat at the end of the field trip at the park prior to dismissal (popsicles) to all students

-Add garbage bags to each cooler so that students can pack in/pack out all hot lunch and treats garbage

5) Last Friday was a Pro D Day during which the Cape Horn staff reviewed MDI (middle level index) results - these are responses from grade 4 students polled earlier in the year. Key takeaways:

-Cape Horn students love being here; they feel connected to the staff here; they feel they can ask staff for help; they know how to problem solve.

-They feel proud to be a Cape Horn kid!

-Cape Horn students express "not feeling smart" (not feeling academic confidence or resiliency)

-*Cape Horn staff goals for next year based on this information: celebrate what success looks like, celebrating smaller successes to build confidence and resiliency in students*

6) There will be 10 divisions for 2025-2026 instead of 11.

7) 2025-2026 school calendar is in process (district calendar is set). Department heads are finalizing Cape Horn specific calendar; this should be finalized in June. PAC can collaborate next meeting to set PAC events around school calendar.

*For further discussion (school staff in collaboration with PAC) - *how many events are sustainable for school staff and PAC to run throughout the year?* Some challenges in running big events: complexity of student needs, student safety, staff burnout and mental health, many activities getting added but not balanced with others being taken away. There were some expressed frustrations and not positive reactions about activities and events being taken off the calendar this year; for

example, there was expressed upset about sports day being "cancelled" before the school has a chance to speak with anyone about it.

*Staff burnout and mental health - recognizing how much personal time staff put into creating/supporting/running events in addition to their school work load. Classrooms and student needs are much more complex than they were even five years ago.

Goals of Cape Horn staff and PAC RE: collaboration for events

- 1) improved communication between school/PAC/parents
 - 2) longer consultation time prior to making changes
 - 3) re-evaluating large events and exploring ways to improve or adjust
- suggestions for future years: A Year and B Year events (for example, school wide field trip A year and sports day B year) = more sustainable, balance

*PAC emphasized that if parents want input into how events are run or which events are run, then they must participate in PAC meetings.

8) Track meet - Cape Horn did awesome, the kids were cheering each other on and cheering other schools on. Thank you to Ms Martin and other teachers for all the behind the scenes hours organizing this.

9) Excel Martial Arts is coming up (June 9-19, Mondays-Thursdays). Likely schedule is primary students Mon/Wed and intermediate students Tue/Thu. Info will be sent out in newsletter May 23.

10) June events: grade 5 camp next week, Grade 6 for half a day (June 5), field trip (June 6) with hot lunch, grade 5 leaving ceremony (June 26), Jays After school program (ongoing), Indigenous people's day (June 20), Rainbow day (date TBD)

11) Welcome to kindergarten event went well
-PAC had a table set up to encourage kindergarten parent interest in PAC next year
-we had some feedback and interest. Questions included whether meeting times could be earlier, whether childcare could be available.

Treasurer's Report – Gurpreet Gill

- General account \$10,900
- Grade 5 account \$4,518

*we typically leave \$1000 to carry over for next year grade 5, but if camp is not run next year, we may not need to leave as much to carry over; suggestion of \$800

RBC grant

-no more funding available for this fiscal year. We can reapply next year, it usually opens in November but we may be able to apply in October and get support for our Halloween event. RBC volunteers would love to have more tasks to take on at our events.

-RBC support with school garden: very successful. the RBC volunteers had a great time as did the students. The garden is looking great!

Fundraising Report - Rabia is away

DPAC Report

-Jeff Randhawa will be stepping down as Cape Horn's DPAC Rep next year so that role will be available.

DPAC role involves:

1. Act as a liaison between the PAC and DPAC by attending DPAC meetings.
2. Communicate and obtain information to and from PAC.
3. Bring forward issues that may be common to more than one school.

Most meetings are online via zoom, and are on the following months:

October (in person at the Winslow Centre)

November (online)

January (online)

February (online)

April (online)

May AGM (in person at the Winslow Centre)

That was the schedule for this year, could be different next year though.

-Plan to offer role of DPAC representative at June AGM.

-DPAC update (May)

1. PAC meetings - do they have to be in person?

-Recommend either in person or online, but hybrid may be more difficult to manage

2. What happens with cases of lice in class.

-Follow Fraser Health Guidelines. Guidance from Fraser Health about communications with parents.

- Multiple or repeat incidents do happen. Happens more often in winter. Discreet email/communication between teacher, principal and Fraser Health.

- If parents want to bring a company in to do a lice check, teacher would organize with principal. Participation in the lice check is voluntary on the students/families end.

- TIPS: Kids put jackets in backpacks - helped stop spread at one school. Also expanded field of notifications to other points of contact - eg) emails to parents of kids taking the bus as well.

3. *Cheaper option for hot lunch than Munch-a-lunch? Can we use School Cash online?*

- No. PAC is separate. District does not support PAC to use school cash online for PAC fundraisers.
- Munch charges about ~\$350/yr registration. Credit card fees ~3%. And take 10c per transaction (recommend families to bundle transactions). Can charge 2-3% in mark up. Can also order in batches, say 3 times a year to decrease fees.

4. *Frustrations with Munch A lunch software.*

- We do have a dpac rep who could build software.
- Munchalunch Pros - good to print out reports. Several options to organizing and printing out the reports. And vendors are used to it.
- Mundy Road switched to Hotlunches.net. Was a difference in responsiveness to uploads/questions. Otherwise, very similar.

5. *DPAC Annal General Meeting and Elections - Wednesday, May 28th at 7pm.*

This meeting will take place in person at the Education Learning Centre in Coquitlam, 1080 Winslow Ave. Rosey Manhas will be chairing our elections.

Hot Lunch/Treat Coordinators update: Sarah Park-Manlig and Lindsay Wong

- two freezie days (May 23 and May 31) and final treat day is donut day on June 9. Truck needs to be parked at front of school this year (back of school had too many students passing it on their way to daycare of bus and upset if not able to buy donuts). Can ask school custodian to put out safety cones to block parking the morning of.
- hot lunch pizza day tomorrow, McDonalds day on June 6, final hot lunch (June 20)

Grade 5 Coordinator update - Elisia Dvorak

- Grade 5 camp is next week - will see how it goes and then explore alternatives for next year.
- Discussion for next year: alternative to camp. Camp is too costly - the bus alone is \$2200. Suggestions include Playland, Sasamat, waterpark.
- Need to review receipts but funds are very limited with what is remaining. Can PAC support with any leftover costs?
- Grade 5 luncheon - plan is pizza party and some sort of treat - maybe custom cookies? decorate own cookies? candy bar? Have arranged photobooth - hoping to get a discounted fee.

- Grade 5 leaving ceremony - funds for decorating. Ms Donaldson to decorate. What to hand out to students - certificate and cookie? Elisia to explore alternatives - maybe ask DQ or local business for certificates for free cones or something?
- G5 yearbooks - cost TBD - Donise will inform. May have to ask parents to pay for part of cost as funds raised are very limited. May put out request for parent talents or sponsorship in order to give the kids special leaving gifts; otherwise, we don't have the funds.

School Crosswalk safety

- In light of a student being struck at a school crosswalk last week - review/renew efforts to advocate improvements to safety.
- Andrea sent a letter to the city 1 year ago and response was not favourable. Requests to repaint lines, add lights - all rejected. With last week's incident, she has sent another email to city. Awaiting response. What can PAC do? Have we explored flags? What about parent volunteer crosswalk? How do we escalate this issue?
- question about crossing guards - there is a coordinator at the district level (similar to coordinator for noon hour supervisors) - request support with this? explore parent volunteers.
- PAC to explore this project in more specific efforts as a goal next year.

Final June 12 meeting

- this will be an AGM where positions are voted in
- send email invite to incoming kindergarten parents to attend so they can see what PAC is about and offer opportunity to join - will ask Raksha to send invite
- considerations for future PAC meetings next year to increase attendance: offer childcare, offer snacks, incentivize attendance with front row seating at concerts

Meeting adjourned at 8:02 PM