



Cape Horn Elementary School

PARENT ADVISORY COUNCIL MEETING

February 8, 2023 @ 7:00 pm - In Person & Online

Attendance:

Donise McCall	Kim Cuellar
Andrea Williams	Monica Galvan
Nancy Truong	Devon Steeves (online)
Sarah MacKay	Brandie Cristales

Meeting Called to Order at 7:03 pm

Approval of Agenda for February 8, 2023 meeting

Moved by A. Williams that the agenda be approved. **CARRIED**

Approval of Minutes from meeting on January 11, 2023

Moved by D. Steeves **CARRIED**

Inquiry regarding meeting minutes - currently minutes are made available to PAC executives. Request to post the minutes so that interested parents or staff can review them, possibly on MyEd? Or maybe we can ask C. Claybo to post them on the school website? Discussed sending the minutes out with the PAC newsletter which is sent usually 2x/month, but we could send it out just once per month and include the minutes there. We don't want to overwhelm families with too many emails. Decision that it is easiest to post minutes on the website; K. Cuellar will ask C. Claybo to post them.

Principal's Report- K. Cuellar

- Upcoming activities: Crazy hair day on Friday, and Pink Shirt day. Teachers are focusing on caring and kindness through classroom and school wide activities.
- At an upcoming assembly there will be a focus on Black History Month.
- February is Jump Rope for Heart month, this is a fundraiser for the heart and stroke; kids can get sponsors for jumping. The jumping day will be March 10th.
- Pickleball started this week and is going really well. This sport is a cross between badminton and tennis.
- Basketball has started.
- Report cards will be sent out before spring break.
- A huge thank you to the PAC from the teachers for the \$250/class that was agreed to for this year to use for supplies.
- Also a huge thank you from teachers for paying for school buses for field trips, every class has booked a trip at this point.
- Multiplicative learning process is ongoing, there was a schoolwide assessment done to learn how the school is doing with numeracy and we had positive feedback.
- Staff has voted Yes to hold a year end event at Mundy Park at the end of May.
- Considering the possibility of planning grade 4-5 swimming activity.
- Outdoor Classroom - This area needs a cover/roof structure to shelter from rain and provide shade. A. Williams placed a call to the school district to inquire about recommended companies/contractors to construct this for us. However, K. Cuellar received a call back from the District who advised that unfortunately they can't approve a permanent shelter to be built over the outdoor classroom due to concerns over: graffiti, it being a gathering place for people outside our school community which could pose risks from garbage/debris left behind; and the cost to maintain the structure is prohibitive as well.
 - Suggestion made that the School district will assist Cape Horn to obtain trees to provide shade
 - Suggestion to add more concrete picnic tables with the ability to place large picnic umbrellas in them for more shade. Also can add freestanding pedestals among the existing benches of the outdoor

classroom to have more shade. These would be easy to move in and outdoors as needed.

- Discussion about trees - A. Williams reached out to the City of Coquitlam using the email on the city website for the Tree Spree program, however did not hear back. Plan to follow up with the city, and also work with the school district to determine types of trees that would be suitable for our grounds.
 - Concern about watering new trees over the summer; will need to be discussed.

Fundraising - D. Steeves

- Confirmation that Excel Martial Arts (EMA) is booked for April 24-May 5, 2023, A. Williams is in contact with Valerie Pelligrino at EMA and confirmed that we are booked. They are providing a poster and letter that we can customize for our school to be sent out in advance of their session. A. Williams will forward the information to the PAC email once it is received.
- Meridian Meats gift cards - plan to sell gift cards and will contact Meridian to advise how much has been sold
- D. Steeves has contacted Ron about doing family portraits, and is waiting to hear back
- Global coffee fundraiser is ongoing
- Return-It bottle returns has been set up using the school phone number
- Cobbs Bread - D. McCall has contacted them to clarify their fundraising; it is a points system and a school has to reach \$500 in sales at that Sunwood plaza location in order to earn 5% back. She was advised that we are close to the minimum amount, but it has to be reached by May in order for Cobbs to send us any money.
- Flip give is a great moneymaker, and we can cash out anytime.
 - Suggestion to have E. Dvorak buy gift cards for superstore etc and use the gift cards to purchase food supplies for breakfast club and PAC hot lunches or events
 - D. McCall reached out to other PACs to discuss eTransferring to pay for things, which speeds up reimbursement of expenses to businesses and reduces the need for cheque writing. She is in the process of setting it up with our bank. It will still need dual approval in order to send an etransfer, but it will speed things up.

- Pub night is booked for May 6th
 - S. MacKay suggested that each division create a class art project to be auctioned off. PAC can provide canvasses as we have some in storage.
 - Need to organize prize donations. Discusses ways of approaching local businesses or parents who have their own business who could make a small donation that could be used as prizes or put in a basket.
- Spirit Wear? K. Cuellar will look into this as a school fundraiser as it has been a couple of years since we did this.
- Movie night planned for June; and possibly to hold one for just grades 4&5

General Discussion

- Duck eggs are coming to the kindergarten classes!
- Grade 5 camp at Camp Sajak is booked for May 24-25, 2023
- Grade 5 leaving ceremony planned for the last day of school.
 - Grade 5 parents meetings, they will be planning a lot more fundraising. Parents can email Chantal or the PAC if interested in helping.
 - Discussed options such as a bottle drive, krispy kreme sales
 - Fundrive for Value Village collection, we need to organize a large storage space to hold donations, and then plan a collection period (possibly for a month)
- The “Pit” storage unit needs to be cleared out, it is full of stuff and some things have not been used in many years. PAC has one area that D. McCall has been working on sorting and discarding items that are broken/outdated.
- Discussed the Freezie Fridays as an alternating fundraiser for PAC and Grade 5s as it did well last year.
- Grade 5 luncheon - need to set a date for this and check with the teacher. Probably hold this during the last week of school, June 19-23; probably Thursday would be a good option. Suggestion of a beach day theme with food.
- ProD Safety sessions - B. Cristales advised that there are three courses we can choose: Babysitting course for ages 11-15; My Safe Life for ages 7-10; and Stay home safe for ages 9-13. Cost is approx \$70 for a full day 9-3pm. It is possible to open the attendance to other schools, and could advertise

on Facebook through the Tri Cities Moms group to increase attendance.

- K. Cuellar advised that Ling will be at the school and can open the gym for the sessions.

DPAC - J. Randhawa

- Next DPAC meeting will be on February 22, 2023. Topic to be discussed is Technology in Schools.
 - <https://us06web.zoom.us/j/81444878513?pwd=ZVVRN3FJaDd0TFZ5RVQ4eGwvb0wyUT09>
- Topics discussed included kindergarten enrollment & cross catchment, as well as preparing students for post secondary education.

Meeting Adjourned by D. McCall at 7:57 pm

Next Meeting: March 8, 2023