



Cape Horn Elementary School

PARENT ADVISORY COUNCIL MEETING

September 14, 2022 @ 7:00 pm - In Person

Attendance:

Donise McCall	Kim Cuellar
Devon Steeves	Jeff Randhawa
Ashley George	Sarah Park-Manlig
Andrea Williams	Nancy Tmong
Dhivya Visvanathan	Jessica Lenny
Paul Gullett	Jenn Johnson

Meeting Called to Order at 6:55 pm

Approval of Agenda September 14, 2022 meeting

Moved by J. Randhawa seconded by J. Johnson that the agenda be approved. **CARRIED**

Approval of Minutes from May 31, 2022 meeting

Moved by J. Randhawa, seconded by J. Johnson **CARRIED**

Principal's Report- K. Cuellar

- It has been a smooth start to the year so far. We have the expected number of students enrolled as we had planned for. The class breakdown includes one additional split class than we had planned.

- To determine how the classes are split, the planning starts back in May. It is based on the number of students, energy levels, gender ratio. The process is very detailed and it helps to have a successful year. Blended classes are increasingly common in Coquitlam. The reasoning is that kids are at various levels. However, sometimes the grades are platooned for certain activities (example gather all grade 3s for an activity etc)
- The school BBQ and open house is scheduled for September 22 from 5:30-7. Hotdogs, chips and juice will be served. The plan is to rotate ½ of the school through classrooms while the other ½ eats.
- Our school will be getting money to support families with supplies, food, fees etc. Most teachers are aware of the need in our community; but we can let Carol Claybo know if help is needed. This assistance can be used for school supplies, field trip fees etc. This is in addition to the backpack buddies program that offers extra food to kids on weekends and over school break.
- Math goals have been set for this year. Previously our school focussed on emotional regulations and “Zones”. We have a new program this year called “Ruler” which teaches kids to name their feelings, and talk about what we can do with our feelings.
- The breakfast club is starting on Tuesday. We need volunteers - D. McCall will post this on FB. Thanks to the Coquitlam Firefighters for their generous donations!
- We need to get more parents on the FB group - suggested that Carol send out links with newsletters. Also link Instagram posts to FB page to ensure parents are aware.

Counseling Report - Jessica Lenny

- This new program comes from the Yale Center for Emotional Intelligence. It has a mood meter that uses colours to have kids notice how much energy they have in their body; whether it is high energy or low energy. Also, is the feeling pleasant or unpleasant? This guides kids into quadrants, and there are No bad quadrants. This system doesn't demonize any emotions, instead it normalizes different emotions and helps kids understand when it is ok to feel bored or high energy etc. (For example when they have to give a presentation)
- There is a goal to create a Parenting group to connect with parents. It is

common for staff to know all of the kids in school, but Jessica wants to connect with the entire community and work with parents has been shown to improve the environment for kids.

- The parenting group could meet once per month and as a community we can help choose the topics to cover such as technology etc. It would also offer videos by child psychologists, followed by a discussion.
- Question to the PAC members in attendance - Would there be interest in this type of program? Everyone was very enthusiastic for this to be offered!
- J. Lenny asks that we PAC members share this information with other parents at the school to spread awareness.
- We have a Youth Careworker: Lorinda MacKay who comes into the school regularly and works with all classes.
- Question: Could babysitting be offered at these meetings? Answer - we could look into having volunteers or hiring teenagers from middle school/high schools. People could register that they would attend with children so we could gauge the numbers.
- Observation that parents can tend to feel disconnected, and they are the only ones going through this, so it is a great opportunity to share struggles and it will help parents to feel more connected. Kids feel this way too.

Treasurer's Report - Jenn Johnson

- We have three accounts: Grade 5 fundraising has approximately \$100
- Fundraising account for PAC expenses: approximately \$5700
- Gaming account: approximately \$11,000
- There is a surplus in this account because of covid and we were unable to use any funds for field trips.
- There was a lot of spending at the end of the 2021-2022 school year so we need to increase our PAC Fundraising account balance.
- We need to establish a Grade 5 grad committee. Camp is still an option, our deposit has been moved again (Confirmed by K. Cuellar)

Budget discussion

- Field trips - the cost for all field trips has gone up exponentially; for example apple picking was \$6 in the past, and it is now \$12.50/child
- School bus fees are now \$750/bus for a full day, and we usually require 2 buses. Potential to use buses as a shuttle if the location of the field trip is nearby, to minimize the cost.

- Last year we gave \$250 per class for additional materials, and we will continue to do this. Question - does this money also go to the library, student services and music classes? Response - not currently, however it would benefit these classes so much.
- **Vote held to approve \$250/class and add Library, Music and Student Services to receive money from the PAC. Moved by J. Johnson. Seconded by D. McCall and D. Steeves. All attendees in favour. Carried.**
- Discussion regarding asking teachers to create a Wish List again? (last year we provided pickleball, colour printers, and held a toy drive) We didn't get the self regulation items that were on the list, so this can carry over to this year. We can also consider tech items.
- Field Trips - we need to divide the grades for busses and field trips, and give teachers an idea of the budget for trips so that they can begin planning trips.
- J. Johnson needs to confirm whether we are going to receive the grant money this year; it has been applied for. She will calculate the amount to take out of the account for any field trips and advise at the next meeting.
- Grade 5 grad expenses - last year we gave \$30/child. K. Cuellar will advise the number of kids graduating this year for the next meeting.
- Cultural events - previously we have done painting, art projects, performances; heritage fair, Indigenous drumming and dance
- Fitness activities - currently we have \$500 budgeted for this; based on previous years we need to increase this amount. It is nice to plan events in the spring and fall. For example, Excel Martial Arts might come in at lunch, this can be a fundraiser.
- Educational Assistants are working with teachers to do a Soccer World Cup in the school, to coincide with the World Cup.
- D. McCall suggests that we set a budget of \$5000 for two events this year.

President's Report - D. McCall

- Emergency Preparedness - We need a volunteer to go through our current supplies for expiration dates, to review what we need, and place an order to replenish supplies. **Paul Gullett** volunteered to handle this.
- Events Planning - We used to do a halloween dance, spring fair, and Christmas fair. These are a big deal for kids, but we need a lot of volunteers to hold this type of event.
- Planning discussion:
 - Christmas pancake breakfast fundraiser and a market.

- December 3, 2022 pancake breakfast day - K. Cuellar will check availability of the gym.
 - Need a Santa volunteer
 - Discuss at a future meeting about renting out tables for people to sell things, or just hold the breakfast?
- Halloween dance/carnival on October 28, 2022, with a concession
 - Can include games in classrooms, fortune teller, arts and crafts, photo booth
 - Let's call it Halloween Howl
 - Need volunteers, prizes
 - Order food on munch a lunch platform
 - Reach out to highschool/middle school for volunteers to run the games and concession
- Movie night in the spring
 - Have a games room set up on the side or in classroom
- Need to line up cleaning following all of these events, especially if they are held on a weekend.

Fundraising - Devon Steeves

- Newfelds Christmas fundraising planned, need to set it up now
- Community Values coupon book geared towards Tri-Cities. We would make \$11.90/book profit. Plan is to get one book for each family; there can be prizes for the most books sold individually or by classroom.
- Urban Safari Rescue presentation, to have them come in person with animals. There is a discount if we request multiple presentations.
- Christmas Card fundraiser is very profitable. Might consider this for other seasons so we have card designs that are not only for Christmas.
- Family Photo Night fundraiser - we can consider this for the spring
- Flip Give - Paul used this over the summer and found it to be really easy to use when you have the app. Easy process to buy gift cards for places you usually shop and 2% goes back to the PAC. Can be used for groceries, gas, pet stores, home depot, expedia etc.
- Purdy's has not been a very profitable fundraiser in the past, we may not do that this year.
- Treasure Trays - D. McCall will organize this again, she has a letter ready to go to request corporate donations. Silent Auction worked, however there were a low number of participants online bidding. Could be better to do it

in person; such as at the Christmas pancake day or Christmas concert if we are doing one? It was helpful to have people make donations on munch a lunch to use towards the purchase of items to go in the treasure trays.

- Coffee fundraiser - very easy, we made \$150 last year. Plan is to do this a few times this year.
- TruEarth is ongoing and easy
- Mabel's Labels is ongoing
- Cobbs bakery is set up at Sunwood location only. Might ask if we can include other locations as well
- First Aid kit or Emergency preparedness kits? Devon will look into this as an option
- Cookie kits?
- Return-It - this is planned as the Grade 5 grad fundraising idea. Suggestion to alternate each month between PAC and Grade 5s?
- Krispy Kreme fundraiser - this has been very successful in the past. Possibility to hold it twice, once for the school (PAC) and once for Grade 5s. Either we can sell using munch a lunch site, or have a table set up outside superstore and sell boxes there (need volunteers)
- Pub night - this has been a lot of fun when done in the past. Either at Golden Parrots or John B.
- Bake sales - need individually packaged OR professionally prepared food from commercial operation; not homemade. Required to be Food Safe for it to be ok to sell.
- Hot Lunch - has been popular and Elysia is planning all the lunches and treat days for the year. There is now going to be a cutoff for ordering and ensuring payment is received before food is ordered, as there are still some outstanding payments from last year
 - K. Cuellar suggests that we can fund lunches for kids who are not able to order hot lunch. Suggestion that the PAC fund these lunches, or we can add a kindness feature on munch a lunch for other families to add a small donation to help offset the cost of ordering lunches for kids who are not able to do so.
- Teacher appreciation Day - October 5. PAC Will provide coffee & cookies

DPAC - J. Randhawa

- At this time, the dates for future meetings are not set, he will advise location and dates of meetings once they are announced.

- Anyone is welcome to attend these meetings.

Open Discussion - D. McCall

- J. Johnsen requests 5 days notice for cheque writing as she will be traveling. Elysia and Donise also can sign cheques as needed.
- Confirmation that PAC meetings will be held the second Wednesday of each month
- Childminding could be offered for future PAC meetings to allow more people to attend. This could be done using the meeting room that is just off the library, can have crafts set up etc. Also possibility of moving the meeting time to 6:30 if needed.
- Consider offering the Babysitting course for grade 5s, and/or the StaySafe course for grade 4/5s
- Saleema Noom presentation will be done every second year to ensure kids see different presentations (as the grades were grouped K/1, 2/3 and 4/5 last year)
- Question - are there other sessions similar to this that we could offer? K. Cuellar advises that there are other options, but they are not as good as Saleema Noom.
- Possibility of a Parents meeting or education course, for example a Safer Internet course? The one we had last year was not very good, but there are others such as Internet Safety by the White Hatter that is recommended.
 - Also a possibility of holding a multi-school parent session with the other two elementary schools in the area

Meeting adjourned at 8:22pm

Next Meeting will be October 12, 2022 at 7:00pm