



Citadel PAC Meeting January 23, 2023 7pm in the Library

Chair:	Laura Code	Present
Treasurer:	Ayushya Bangur	Present
Secretary:	Gabi Green	Present
DPAC Rep:	Susan Jenner	Present
Social Media:	Nipa Bhalla	Apologies
Grade 8 Leaving:	Erika Skita	Apologies
Fundraising:	Open	
Staff Appreciation:	Nipa Bhalla, Cordelia Aiwize, Krissy Vogel, Erika Skita	
Principal:	Tricia Tipper (Acting)	Present
Vice Principal:	Rachel French	Present

Territorial acknowledgment.

Meeting called to order at 7:01 pm by Laura.

- Welcome and introductions. Meeting attendance was taken via sign-up sheet.
- Adopt the Agenda – Susan and seconded by Phyllis. All in favour. Passed.
- Adopt the November minutes – Natalie and seconded by Susan. All in favour. Passed.

REPORTS:

Principal's Report: Tricia Tipper

- Sent out the newsletter today. Covered the happenings of the last month.
- Happy to take any questions so feel free to either ask at the meeting or send them to admin or PAC via email.
- Q about "Citadel Cares" – long standing group that the kids do fundraising and pick a charity and then they donate the money. SOGI – diversity club.
- Has the Lunch Lady been successful? Probably about 20 people regularly use it. Handed out by Tara at the Keep ensuring kids get the correct lunch.
- Q about how the Student and Family Affordability Fund is being used. Tricia confirmed that they are using it for specific families in the school and some initiatives i.e., school supplies, activities. Can use some of it to subsidize field trip costs for everyone.

Chair: Laura Code

- N/A

Treasurer: Ayushya Bangur

- Not much happening.
- About four payments so far from the gaming account.
- One of the payments so far – Rachel told us about the "Get Real Movement" and they are presenting their Black History workshop and Rachel will share the information link. Virtually in the classroom from Toronto. They are coming in March just after Black History month.
- Balance in gaming account \$11,726 and KEV \$1,471 – paid out \$4,050 including the \$250 for the student services. Balance of about \$1,400 including the Gr 8 and staff appreciation. \$800 in operating account.

DPAC: Susan Jenner

- Last DPAC meeting was in November. Superintendent was not there so no update. Presentation from

Coquitlam Public Library on their facilities and options. Tutoring for middle and high school kids available. Reading buddy program up to Gr 6. Many Korean families seem to be really using this reading buddy system. About 30 volunteers and they also tap into high school students. Their time can count towards their volunteer hours. Also contribute to French immersion homework help as well as an English language homework help. If high school kids are interested in volunteering, they can contact the library. To access the supports, speak to your child's teacher and they are available to everyone in the Tri-Cities.

- Online resources – on their website. eBooks, "career cruising" online aptitude testing for high school students, STEAM program/robotics available too.
- Voted on communications rep for DPAC – Melanie Watkins elected.
- Next meeting Wed January 25th. Presentation on helping kids understand their responsibility going into Grade 9.
- Meetings are being held via Zoom. Contact Susan on the Citadel PAC email and she will send the link.

Fundraising Report: Laura

- N/A

Grade 8 Leaving: Erika Skita

- N/A

New Business:

- **Security Cameras for the school:** this process requires PAC approval and can be in the form of a vote.
- Update from Tricia: School has been a target for vandalism over the past few years and there seems to have been a marked increase in the last few months. Reached out to District to explore adding security cameras. Quite a few other schools in the District have them. We are in the top 3 candidates to receive them. Only one security guard for the whole district. Also contacted police liaisons to see if they can step up patrols. School is very set back from the road and back is completely hidden.
- Were told we are a high priority, but the funding was not there. The District and their security contractor have come and had a look re: location and signage etc. We were told it was pushed into next fiscal year. Phone call today said that if we give PAC approval today the contractor is ready to go and the quote has been received and they will find the money somewhere and will get started soon. Tricia is also trying to find out about enhanced lighting too. Caretaker is not picking up a lot of garbage/drug paraphernalia/alcohol bottles, etc. Request to ask for extra lighting around the amphitheatre as it is totally hidden and dark. The window there gets broken all the time. Tricia will bring it up again with the contractor. The design of the security camera placement is decided by the District security contractor.
- Q: When would the cameras be operating and what are the procedures for anti-vandalism? They are installed high up so they are not easy to reach. Assumed there is a continuous feed, but Tricia will confirm. Question about the privacy of filming the school body all day. The video is not shared unless an incident occurs. They are being monitored at all times in the building in a locked office. Principal, VP, and police would have access. It has been effective in other schools in the District both deterring and prosecuting.
- Question about monitoring frequency – available if an incident occurs. Tricia will find out what the storage limit is e.g., over Xmas break/Spring break. Has to be able to store information over the longer breaks.
- Currently if a broken window doesn't affect the inside alarm, then the alarm would not go off. Sometimes noticed by dog walkers over the weekend.
- Q: Lots of boarded up windows – how does that affect the mood in the building? Not great right now in certain areas that have multiple windows out. Takes a really long time to replace the windows.

Hopefully, this will be a significant deterrent. Some graffiti but not too bad.

- If you see/hear anything please call 911 and be specific about what it is you witness as someone yelling "help", for example, will escalate the situation with the police.
- Question to ensure no remote viewing of the feed outside of immediate school use. Tricia cannot say definitively but her strong assumption is that no one would be able to access it remotely. She will check and get back with where the data is stored and managed. Same system used in all SD43 schools. Concern that allowing remote access opens a can of worms with data management and distribution. Principal from another school confirmed that footage is only reviewed on school property.
- Q: What are the regulations re: using school property out of hours. The school is private property, so security and the police have the right to move people off the property after hours. Security can encourage people to leave the property but if they feel threatened, they can call the police. Field above the school is not SD43 and is owned by the City.
- Question about adding roll top covers for some of the back windows? Just working on cameras and moving forward with that.
 - **Laura made a motion to approve the use of security cameras for the school**
 - **1st Susan 2nd Ayushya.**
 - **All in favour – APPROVED**

Other Business:

- Nipa starting to think about the Staff Appreciation and will be reaching out to her contacts, school admin, and committee members in the next month to make plans and will report back at next month's meeting.
- Very positive results from the phone ban in class time and the no-tech Tuesdays.
- Explorations question: why are Foods and TechEd etc., not being offered. As for them coming back, the complication is the number of students that can be in each class (24) and some classes have 28 kids. Also don't have the correct number of staff to keep the correct teacher/student ratio for each class. Teachers need to multi-task now rather than being a specific exploration teacher. We are a smaller middle school and therefore don't have the same teacher/student ratio as a larger school such as Minnehada.

Upcoming Dates:

- See newsletter.
- **Monday 30th Pro-D day.**
- Next meeting is Monday February 27th at 7pm in the school library.

Motion to adjourn the meeting at 8:09 pm by Phyllis, seconded by Jennifer – passed.

Email to reach PAC – citadelmiddlePAC@gmail.com

Any questions please email the PAC and we'll be happy to help!

Attendees: Laura Code, Gabi Green, Susan Jenner, Ayushya Bangur, Phyllis Chong, Natalie Newton, Trisha Letain, Cat Bennett, Greg Bennett, Jennifer Ottenbreit, Stefanie Lok, Sonja Gruber, Tiffany Stewart, Tricia Tipper (Principal), Rachel French (Vice Principal)