



CASTLE PARK ELEMENTARY PAC

MEETING MINUTES CPPAC _202223_MM01_FEB

LOCATION: LIBRARY

DATE: 2/6/23

ATTENDEES: Andrew Corbould - Principal; Leah Amaral - Acting Chair/DPAC Rep; Kimberley Osborne- Hot Lunch Coordinator/Fundraising Head; Andrea Peragine – Secretary; Cristina Margain; Kim Parsons

ZOOM: Trisha Letain; Neelo Nurani; Stafanie Lok; Grace Ooi; Michelle Islas; Kyle Wa; Sarah Starr

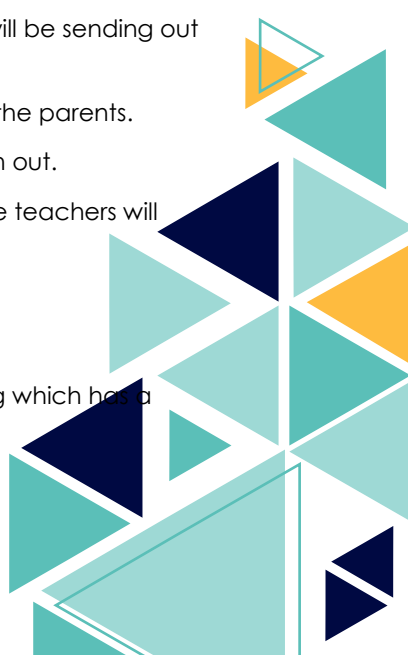
I. CALL TO ORDER - 19:08

- ❖ Land acknowledgement by Leah

II. AGENDA & PREVIOUS MINUTES

- ❖ Approval and Acceptance of Agenda
- ❖ Approval and adoption of Previous Minutes - **carried.**

III. PRINCIPAL'S REPORT

- ❖ Enrolment - 41 students registered, hoping to get to 50 kids.
 - Losing 45 grade 5's.
 - ❖ Early dismissal next week, Wednesday February 15 at 1345.
 - February and April, interim reporting process, divisions 1-5 teachers will be sending out paper interim report, like one issued in first term.
 - Teachers will contact parents by Monday if they need to meet with the parents.
 - If parents haven't heard by Monday, the 13th parents can also reach out.
 - April 27 student lead conferences, primary focused, but intermediate teachers will reach out to parents when needed.
 - ❖ Next week is Real Acts of Caring.
 - Staff discussed they will be doing some things around that.
 - ❖ Pink shirt day, focus on kindness and positivity as opposed to anti-bullying which has a negative tone to it.
 - ❖ Parents will be invited on Wednesday, Feb. 22nd.
 - ❖ Friday, Feb. 17th students are encouraged to wear purple for kindness.
- 

- ❖ Some unexpected behaviors have been observed, teachers will be having conversations with students, safety, respecting the safety of others, and asking for help- teachers will be reiterating this to students.
 - Mr. Corbould will develop general rules for four squares, so that it works for everyone.
- ❖ Photographers, reviewed three different companies, moving away from Life Touch as customer service does not meet the standards that school wishes to see.
 - Will go with Photo Expressions, good reviews from colleagues, great options and lowest price point for digital images.
 - Will revisit in a year or two and review overall satisfaction.
- ❖ Looking into Coding classes about 8 sessions \$120 – after spring break
 - Funding requests
- ❖ Mr. Corbould has reached out to maintenance supervisor, in effort to get projects rolling.
- ❖ Mr. Corbould displayed pictures of different Gaga Ball pits.
 - 30-foot diameter.
 - Black and red edges have 18' spike for stability, looking to get a bigger one.
 - Drop down to allow for smaller children (shown in a different model with gate for wheelchair access).
 - District brought over some two by fours, hexagon allows for 18-foot diameter.
 - Octagon look would allow for 24 feet diameter.
 - Looking to have a drop down on one of the sides and may do gate at a later time as right now there are no wheelchair bound children. However, still looking into this option, kids with mobility issues will be able to get in through the drop-down area.
 - Placement will likely be southeast of the basketball courts.
 - Rubber matting recommended as base. However, it would still retain water.
 - Trying to figure out which method would be best.
 - In terms of prep work from maintenance is about \$2000-3000.
 - Excavation \$2000-3000.
 - Concrete would also be about \$2000-3000
 - Maintenance \$2000-3000 to dig it out, then \$2000-3000 for concrete, then \$1000 for wood.
 - Roughly \$10,000 in total
 - Can this be done by school board maintenance, or do we need to contract out?
 - May change the price but would speed it up.
 - District has a process when outsourcing work, contractor needs to go through the process of the district approval.
- ❖ Learning garden deck – answer tomorrow to see if this can be done by the district.
 - PAC would prefer to have contracted out, recognize how understaffed they are.
 - Applying for grant for learning garden, deck, seats, (fresh gravel on path upkeep no cost).
 - Will touch base with Mrs. Olson regarding learning garden vision.
- ❖ Arts start presentation, "Oopsie" \$ 832.50 minus GST.
- ❖ Caroline from Scholastic could not provide further discount for decodable books other than the 5%.

- ❖ *Vote put forth by Kimberly for an additional \$900 to go towards scholastic decodable books – **carried**.*
- ❖ *Grade 5 leaving, school has money from extra funds from hoodies, bottle and cans, and PAC has set aside \$550.*
 - *School requesting \$550 from PAC to streamline process.*
 - *Vote to moving \$550 into school fund for the grade 5 leaving ceremony – **carried**.*
- ❖ *Vote to spend \$10,000 for Gaga Ball pit put forth by Leah – can use gaming license for a portion and the rest from PAC – **carried**.*

IV. CHAIRS REPORT – LEAH AMARAL

- ❖ *Special Exec. Meeting held on Jan 17 – voted on moving to a new web platform – **carried**.*
 - *Jan 19 -Execs received and email from Chair Bryson Lewis resigned from his respective position effective immediately.*
- ❖ *Ease of functionality, ease of use, Francis Li has been donating time and expertise, and website should be up and running in the next couple of weeks.*
- ❖ *Execs also held a special meeting on Feb 3 to vote on Zoom account – **was carried** and zoom was purchased.*
 - *Constitution and Bylaws will reflect this as a line item to ensure it makes sense to continue with zoom.*

V. DPAC UPDATE

- ❖ *Quick meeting.*
 - *Gerald Shong spoke briefly on kindergarten registration and cross catchment process.*
 - *Josh Keller spokesperson BC post-secondary for BC. Provided resources information for those kids that are off to university.*
- ❖ *Constitution and Bylaws (C&B)*
 - *Last update was done in 2014, Execs have been working on current and new proposed C&B's*
 - *Need to make sure that any amendments that are made are available to parents for review if they would like to comment.*
 - *Will place at front desk in colored folder, that are to stay on site, for mark up, addition of comments suggestions.*
 - *Leah will post on Facebook page i.e.: location and purpose.*
 - *At April meeting C&B amendments will be voted on and in May at AGM new updated bylaws will be good to go.*
- ❖ *Interested in textile fundraiser? Created by kids? Babysitting course?*
 - *Created by kids, good idea, dove tail with Mother's or Father's Day.*
 - *Textile fundraiser table for now, so much going on.*
 - *Babysitting course, typically done April on Pro-D Day, for grade 5's and up.*
 - *Include students from other schools? Trisha noted that Hazel Trembath Elementary, in the past, opened up participation to whole community.*
 - *Need to know cap on attendance.*
 - *Leah to check meeting notes from last year and go from there.*
- ❖ *PAC has encountered a situation where PAC does not have a designated chairperson.*

- *Put to a vote, if parent group is okay with rotating chairs for the next 3 months until AGM in May, put forth by Leah – **carried.***

VI. TREASURER'S REPORT

- ❖ Revenue – \$100.51
 - Hot Lunches – Bambora Deposits \$3,206.47, expenses of (\$3,244.75).
Net for January (\$38.28)
 - Treat Day – Proceeds of \$377.70
 - Sip & Shop Fundraiser – Expenses of (\$131.68)
 - Festive Treat Boxes – Expenses of (\$107.23)
- ❖ Expenditures – (\$6.61)
 - Bambora Fees for January – (\$6.61)

VII. HOT LUNCH COORDINATOR/FUNDRAISING HEAD

- ❖ Hot lunch meetings on Friday.
- ❖ Family Photo Sessions - Spring and Fall dates?
 - Should pick a date and secure it, get information out in early.
 - Shouldn't make it a fundraiser but a PAC sponsored event, recognizing a photography session.
- ❖ Beautification, Kim has done some research, new planters in front of entrance way by the posts, add some color to the front of the school.
- ❖ Northwest Landscape Stone 20% discount offered.
 - Poly plastic, sturdy, they don't crack, minor fading over time.
 - 26" \$278 (includes delivery) and 20% discount on top, bronze, black, slate.
- ❖ Garden works 21' \$229.
 - can break, fiber glass known to crumble under extreme weather.
- ❖ Japi Pottery \$229
 - 78 cm discount not yet offered, beige and black.
- ❖ Post on Facebook page to see if there is a family who might be able to assist with concrete planters – "Castle Park Beautification Project."

VIII. TRIVIA NIGHT UPDATE

- ❖ PAC sponsored March 3 from 1700-1900 trivia night.
- ❖ Kids, families, teachers.
- ❖ Concession (popcorn, chips, candy, juice, water, pizza, for purchase).
- ❖ Flier going out via Michelle, and to the classroom reps in next couple of days.
- ❖ Volunteers already organized.

IX. DINE-OUT UPDATE

- ❖ Thursday March 9th
 - Bombay Restaurant.

- 20% of orders to go back to PAC.