



CASTLE PARK ELEMENTARY PAC

MEETING MINUTES CPPAC _202223_MM01_MAY

LOCATION: LIBRARY

DATE: 5/1/23

ATTENDEES: Andrew Corbould - Principal; Leah Amaral - DPAC Rep; Kimberley Osborne- Hot Lunch Coordinator/Fundraising Head Acting Chair; Natalie Newton – Treasurer; Andrea Peragine - Secretary; Cristina Margain, Grace Ng, Trisha Letain; Kim Parsons; Madhuri Menneni, Michelle Islas, Savitha Reddy Pocharam, Bryson Lewis

ZOOM ATTENDEES: Shawn Ng; Jillian Fisher; Kimberley bell; Simone Byrne; Matt Liang, Gauri Khaturi; Francis Li; Jay Ellcan; Tahitha Parish; Andrew Khazhe; Yunjung Choi, Laura; Chris


I. CALL TO ORDER - 19:11

- ❖ Land acknowledgement by Kimberley Osborne.

II. AGENDA & PREVIOUS MINUTES

- ❖ Approval and Acceptance of Agenda- carried, Leah Amaral and Natalie Newton
- ❖ Approval and adoption of Previous Minutes - carried, Leah Amaral and Andrea Peragine.
- ❖ Approval and adoption of February Amended Minutes – carried, Leah Amaral and Natalie Newton

III. PRINCIPAL'S REPORT

- ❖ Teachers staffing received.
 - Mrs. Stevenson is retiring.
 - Mrs. Kerr has taken on the role of the new secretary (support staff).
 - ❖ Changes within EA team
 - Each year an assessment is conducted regarding LRSW students.
 - EA hours change based on LRSW needs.
 - Currently 7 x 30-hour EA positions - 7 students leaving.
 - Next year 5 x 30-hiur EA positions – 5 students coming in.
 - Currently 110 minutes of prep time is allocated to teachers next year this will increase to 120 minutes (during this time students attend library, music, time with Mr. Corbould)
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- 2023/2024 school hours will be 8:45am – 2:45pm (currently 8:40am-2:45pm).
 - Students will come in get organized; 13 minutes prep time, recess and lunch will shift a bit but will remain same in duration (27 minutes outside; 18 minutes inside)
- ❖ Track and Field
 - Grades 3/4/5 parents received emails regarding main events for students to try.
 - Practices commenced this morning and will continue for the next 3 weeks.
 - By the 16th of May, parents will know who has been chosen to participate.
 - 4 days of track meets, 47 schools, 11 schools/day.
- ❖ Stay Safe Course
 - Was held on April 21 – successful.
 - Stay safe willing to take Grade 3 students – open to approximately 15 students.
 - 3 Mondays May 8, May 15, May 29.
- ❖ Project updates.
 - Gagaball pit gate has arrived – hoping to have it installed by the end of June.
 - Created by Kids fundraiser has resulted in 169 orders.
 - Picked up on April 21 and expected to be returned to school by May 8.
 - Learning Garden deck is complete.
 - Re-soiled, reseeded, waiting on stone seats.
 - Drone view of property will help determine where the stone seats will be best situated.
 - A Willow tree will be planted by the end of June.
- ❖ Theme Days
 - May 12 – Staff will bring family to school (kids, parents, uncles/aunts, dogs, cats)
 - May 26 – Next assembly recognizing track and field participants.
 - May 9 Saleema Noon Zoom online parent night.
 - Student sessions May 15 & May 17
- ❖ Technology
 - School needs to pay \$6100 before PAC confirms how much they are willing to contribute.
 - 3 televisions (\$500 for 65" TV)
 - (a) New class being added will require a TV and an extra TV incase issue with smartboards)
 - 14 laptops
 - 10 iPad's
 - 5 teacher laptops (25% of staff will receive new laptops)
 - Few more of the couple hundred-piece Legos/bases
 - \$300 Make Do it
 - \$800 Steam items
- ❖ Action Plan for Learning (APL)
 - Available on Castle Park Public website (APL document).
 - Alterations made throughout the year, as needed.

- Looking for parental feedback
 - What are you seeing from teachers/principal.
- Castle Park students "sense of belonging" is above the district average.
 - Staff to discuss further on May 19.

IV. CHAIRS REPORT

- ❖ Vote for PAC Executive positions.
- ❖ Co-Chair
 - Nomination for Co-Chairs; Kimberley Osborne and Kim Parsons, accepted – Thank-you!
 - Secretary casts one vote and acclaims Kimberley Osborne and Kim Parsons as Co-Chair.
- ❖ Vice Chair
 - Nominations for Vice Chair; Leah Amaral, accepted – Thank-you!
 - Secretary casts one vote and acclaims Leah Amaral Vice Chair.
- ❖ Secretary
 - Nomination for Secretary; Andrea Peragine, accepted – Thank-you!
 - Co-Chair's Kim Osborne and Kim Parsons cast one vote and acclaim Andrea Peragine as Secretary.
- ❖ Treasurer
 - Nomination for Shawn Ng; accepted – Thank-you!
 - Secretary casts one vote and acclaims Shawn Ng as Treasurer.
- ❖ DPAC Rep
 - Nomination for Jillian Fisher; accepted – Thank-you!
 - Secretary casts one vote and acclaims Jillian Fisher as DPAC Rep.
- ❖ Santa's Breakfast Coordinator
 - Accepted by Byrson Lewis – Thank-you!
- ❖ Treat Day Coordinator
 - Accepted by Cristina Margain – Thank-you!
- ❖ Class Rep Coordinator
 - Accepted by Michelle Islas – Thank-you!
- ❖ Hot Lunch Coordinator
 - Vacant for now – important note if position remains vacant there will be no hot lunch next year.
- ❖ Fundraiser Coordinator
 - Vacant for now – important note if position remains vacant there will be no fundraising next year.
- ❖ Community Building Events Coordinator
 - Vacant for now – important note if position remains vacant there will be no fundraising next year.
- ❖ Welcome Back BBQ

- Accepted by Bryson Lewis – Thank-you!
- ❖ Fruit and Veggie Program
 - Accepted by Kyle and Kaylie Wa – Thank-you!
- ❖ Teacher Appreciation Coordinator
 - Accepted by Kelly Dooling and Debbie Ohlinger – Thank-you!
- ❖ Website Coordinator
 - Accepted by Francis Li – Thank-you!

V. DPAC UPDATE

- ❖ Super Intendent Report
 - Budget passed.
 - No teacher layoffs.
 - 15 temp TOC positions added.
 - Gaming grant deadline is end of June.
 - Focus on “wellness” support for the most vulnerable aligning with APL.
 - Ensuring students are both mentally and physically well.
 - Adventure playground/outdoor classrooms.
 - (a) Yvonne Chiki and Devan Ross playground experts (opportunity to add to outdoor space)

VI. TREASURER'S REPORT

- Technology recently ordered, budget to be revised to reflect \$1500 allocation for 2022/2023 school year and not 2023/2024.
- ❖ Revenue – \$849.32
 - Dine Out Fundraiser – Sparta Greek Restaurant – \$166.67 profit.
 - Family Fun Fair – Wristband purchase - \$200.00
 - § Hot Lunches – Bambora and SFAF Deposits \$3,426.50, expenses of (\$3,120.18). Net of \$306.32
 - § Treat Day – Proceeds of \$319.85, expenses of (\$143.52). Net of \$176.33
- ❖ Expenditures – (\$1, 499.22)
 - Family Fun Fair expenses – (\$203.51)
 - § Fitness Run Ribbons – (\$334.49)
 - § Retirement/Leaving gifts – (\$83.10)
 - § Ache Brasil performance – (\$878.12)

VII. HOT LUNCH COORDINATOR/FUNDRAISING HEAD

- ❖ Acknowledgement and thanks to Francis Li for his hard work on CPPAC's new website.
- ❖ Planter beautification to be delivered and planted in the coming weeks.
- ❖ Gifts have been purchased for departing staff.

