

Second Street Community & Parent Advisory Council (CPAC) General Member Meeting

Minutes from

Monday, **December 11**, 2023 @ 6:30am
Community Room & MS Teams

We acknowledge and thank the Coast Salish Nations of Musqueam, Tsleil-Waututh, and Squamish on whose traditional territories we gather, learn and live.

In Attendance:

Anne	Shelley	Simerjit	Rashpal	Farzaneh	Steffi
Jim	Lindy	Laura	Lisa	Stefanie	Susan
Florence		Online	Sandra	Gayle	

1. Welcome, Introduction and Review Agenda (Anne)
2. Connecting Activity (Gayle) - What is one thing that others appreciate about you?
3. Community Coordinator Update (Gayle)
 1. Big thank you for to everyone who helped with the Community Santa Breakfast. ~400 attendees!
 2. Hampers: we are arranging ~100 hampers for families in the Second Street, Armstrong and Cariboo neighbourhoods.
 3. **ACTION**: volunteers needed to help deliver hampers on Wednesday, Dec 20 between 1-4pm and 5-7pm. Contact Gayle if you can help.
 4. School wide breakfast with Santa on December 21 – email sent out with request **ACTION** volunteers needed – contact Gayle
 5. Pizza day Dec 15 – **ACTION** volunteers needed – contact Gayle
 6. Adult programs – back by popular demand in January... Zumba and Yoga. Stay tuned for dates & details.
4. Principal Update (Christy, read by Gayle)
 - December 19 – reports cards will be available online. Information will be coming about how to log in
 - December 21 – last day of school (NOTE: Thursday, not Friday)
 - School wide breakfast in the morning, sing-a-long in afternoon. Families welcome
 - Grade 7 camp planning starts in January. Planning volunteers will be needed
 - CBC music contest – Mr. Bell’s class is in the finals 😊. Congratulations to the students and Mr. TdS. Winners will be announced December 17.
 - **ACTION**: Sushma (our social convenor) to arrange a thank you card for Mr. TdS.
5. Update from Chair (Anne)
 - Sports Equipment Collection Drive: January 15-19. Families invited to drop off new and gentle used sports equipment – balls, frisbees, hula hoops & small cones ONLY.
 - The vice chair role is vacant.
 - The key roles of the vice chair are: Support Chairperson with their role and step in when they are absent and ensure previous month’s actions are carried out
 - Attendance is encouraged but NOT mandatory at monthly Executive Meetings (Monday at 9:30am) and monthly CPAC Meetings (Mondays alternate day/night).
 - You can learn more about the role by reaching out to Anne (redhouse.a@outlook.com) If the role interests you or you want to know more, email Gayle or Anne.

- Seeking assistant to our treasurer. Job includes preparing bank deposits/counting money and making deposits in person at the bank (@ 6th Street & 7th Avenue). **ACTION:** Contact Gayle, Anne or Simerjit if you have any questions or are interested.
- If you haven't already, Follow us on Facebook: Second Street Community School - Community Council. Our Communications Coordinator is actively posting reminders and updates on the page. Spread the word.

6. Update on Fundraising (Stefanie)

- **ACTION:** Please check our virtual Job Jar for all opportunities to participate.
- Christmas chocolate order is here. Volunteers needed for Wednesday, Dec 31. ~ \$300 raised
- Last Popcorn day ~\$271, total year to date \$1650
- Purdy's chocolate bar fall fundraiser \$1801 raised
- Spirit wear ~\$1337 raised
- **Upcoming fundraising:**
 - Next Popcorn sale on January 19th. Volunteers welcome – **ACTION:** If you are interested in helping at this or any in the future, provide your phone number to Stefanie (778-229-4703) so that she can add you to the Watts App Chat.
 - Bottle Drive scheduled for Saturday, April 6th
 - Me 'n Eds Pizza, date to be determined.
- Invitation to brainstorm possible fundraising options to replace Chocolate Bar sale next Fall (2024). Discussion included:
 - Family movie nights, apple boxes in September, Spring plant sale, Kids Cards next December, New/gently used swap meet.
 - "Passive" bottle and clothing Drive – add to other community events, such as Multicultural night.

7. Update from Treasurer (Simerjit)

- Budget finalised in November
- Gingerbread House raffle: \$1034 raised
- In January Newsletter, consider putting out a big thank you for the efforts toward our fall fundraising. **ACTION:** Florence/Anne to share this idea with Dayna

8. Update from District Parent Advisory Council Representatives

- Laura and Lisa have stepped down from the DPAC executive; they will remain as general members
- BCCPAC: February 27 - Parent Advocacy Training; Free to attend; online; more details to come.
- For further information, check the DPAC website: www.dpac.burnabyschools.ca

9. Review of previous Council Meeting minutes

- **Motion** to Approve previous meeting minutes: Simerjit, seconded by Florence.
- All previous actions completed. Nothing outstanding.

10. Discussion & Questions

- Reminder to parents to go over pick-up procedures with regards to stopping / driving / parking around the school
- The next **CPAC meeting is Monday, January 15 @9:30am.**

Upcoming General Membership Meeting Dates (in person and on Zoom)

Daytime (9:30 am): ~~Sept 25, Nov 20~~, **Jan 15**, April 15

Evening (6:30 pm): ~~Oct 16, Dec 11~~, Feb 12, May 13 (AGM)



Community & Parent Advisory Council Executive (2022/2023)

Chair: Anne

Communications Coordinator: Florence

Past Chair: Lisa

Fundraising Coordinators: Stefanie & Malkit

Vice Chair: **VACANT**

Social Conveners: Sushma

Treasurer: Simerjit

Member at Large: Margaret

Secretary: Shelley & Florence

District Parent Advisory Council (DPAC) Representative: Laura & Lisa

District Community Schools Advisory (DAC) Representatives: Stefanie & Malkit

Reach us: secondstreetschoolcouncil@gmail.com

Follow us on Facebook: Second Street Community School - Community Council

Learn more: <https://secondstreet.burnabyschools.ca/community-council/>