

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

Minutes from  
Monday, October 21, 2024 @ 6:00pm  
Community Room & Zoom

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	Charisse	Carolina	Margaret	Stefanie	Patricia
Bryan	Lisa	Jenny	Larry	Jim	Lindy
Brad	Florence	Peggy	Etsuko	Susan	Natasha
Emma	Elissa				
Online	Sandra	Sahar			

### 1. Welcome & Introduction / Review Agenda (Anne)

### 2. Connecting Activity (Bryan / Patricia)

- What you would like to see in 5 years? The discussion focused on Brian's vision for an inclusive school community that embraces diversity.
- There is a Staff version in the Community room. Bryan will incorporate our ideas into the existing diagram.
- Next step is to prioritize the 'hopes & dreams' and make a plan to reach them.

### 3. Update from our Principal (Bryan)

- New Community Newsletter went out on September 27<sup>th</sup>. Next one expected soon.
  - **ACTION:** To resolve newsletters distribution issues (Bryan & Patricia)
  - **ACTION:** Please direct feedback to Bryan & Patricia
  - **ACTION:** To post the newsletter on school website (Bryan with Stephanie C).
- Several emails were sent to parents regarding safety drills in the last weeks.
  - The scenario for Lock down drill is only a danger in the building with no specific provided. Students are instructed to follow the teachers' instructions.
  - Emergency Response Staff Guidelines shows a table of different situations that would triggers a lockdown. This was included in one of the emails announcing the drills.
- The school is reviewing our Emergency response procedures. Tentatively, the school will have a limited mock run for some parents for earthquake procedures this year. Hopefully, a full run through with all parents/guardians next year.
- Staffing issues. Ms. Kruschner of Gr. 1/2 is on medical leave. The school is unable to fill. Bryan had posted the vacancy 4 times with no applicant. 2 TOC have been taking the class on most days. They have planned class progress for the rest of the term with the supporting staff.
- Holistic school language posters. Team of staff working on the development of a whole-school language and approach to dealing with challenging behavior, using the school's mascot as a framework. More to come.

#### 4. Update from our Community Coordinator (Patricia)

- Food Security:
  - School district switched focus to feed students in school only. To connect in need families with community foodbank for supplies.
  - Thank you to all who donated to the food drive. We raised \$850, and the community office is going to run a survey to see what ethnic foods families would love to see in our emergency food storage room. This will be done soon before we buy anymore food.
  - There is a poverty reduction survey ending tomorrow October 25, 2024 . If you live in Burnaby and find it hard to cover everyday expenses, the city of Burnaby with partner organizations is trying to develop a poverty reduction strategy and they need your input. Please share your challenges and ideas to help improve our community. Learn more at **[Burnaby.ca/PovertyReduction](https://burnaby.ca/PovertyReduction)**.
- Christmas hampers:
  - Planning for hampers is underway and donations are being solicited.
  - Christmas bureau is open November 1. Please see details on their website: <https://www.bbyservices.ca/programs-christmasbureau.php>
- Community Room Use:
  - Upcycling workshop has been happening – thank you to Peggy for running it.
  - Knitting club is underway with plans to bring in ELL students to encourage conversations while they learn new skills. Thanks to Gloria for bringing her knitting knowledge to the group.
    - **ACTION**: If you have any yarns or knitting needles you can donate, please contact Patricia.
  - Upcoming CommuniTea on **November 20** will include guest Rob Smyth from the Burnaby School District, who will share insights on indigenous ways of knowing. This is a fantastic opportunity to deepen our understanding of this important topic. Your presence and participation will make a difference!
- Diwali celebrations begin on **November 5<sup>th</sup>**. Classes are painting Diyas to be part of the school-wide celebration. Thank you to the families that have donated the supplies for this.
- **Nov 29<sup>th</sup>** will be the Guru Nanak Jayanti feast. All students, staff and community are invited to the gym to partake in a traditional Indian feast. Thanks to the families who are donating the supplies and their time to coordinate this celebration.
- Halloween Fireworks – **October 31 @8:15pm**:
  - **ACTION**: We need volunteers (only have 8 at the moment) to make this event happen.
  - For security reason, have nearby police to walk by the school, especially parking lots near the gas/propane.
  - Hot chocolate, marshmallows and cups have been donated by the legislative assembly. Lindy & Jim volunteered to manage the station.

#### 5. Update from our Fundraising Committee (Stefanie)

- Bottle Drive (June 27<sup>th</sup> to today: \$165.97)
  - This is a year round fundraiser, please use the school phone # 604-296-9029 when dropping off at Return-it Express
- Welcome BBQ Popsicles: \$306. 370 popsicles handed out with 330 funded by Katrina Chen's Office.

- Fireworks donations are coming in – thanks to the community for helping fund this community event.
  - Pizza Day was a success – money raised (~\$750) goes to the Community Office to allocate.
  - Apple fundraiser: \$342 raised.
    - lots of feedback received and will host a 2<sup>nd</sup> round for in the 2<sup>nd</sup> harvest.
    - Ways to participate: Share the order! Share the information!
  - Purdy's Christmas fundraiser: flyer will be out soon.
  - Popcorn sale: Oct 11: \$290 raised. Thank you to Mr Lim's Class for all their hard work advertising. Our next popcorn day is **November 8**.
    - **ACTION**: We are in need of popcorn machine operators. Please see Job Jar for details.
  - Volunteer WhatsApp Group: Please reach out to Stefanie (burnabytoylady@gmail.com).
6. Update from our Communications Coordinator (Carolina)
- Please see addendum
7. Update from our Treasurer (Anne for Simerjit)
- Nothing to report. Budget process underway. Will present budget recommendations at the next General Membership meeting. Everyone is invited to the discussion.
  - Discussion about school wishlist for funds.
8. Update from our Chairs & Review outstanding Action Items (Anne / Charisse)
- Wishlist from school:
    - \$20,000 available; \$18,000 allotted to historical spending, such as swimming, hiphop workshop, Saleema Noon Sexual education workshop, etc.
    - The goal is to maximize the funds available to create the biggest positive impact.
      - District's Literacy expert recommendations: \$3500. There is a \$500 matching incentives from the district. This item can be funded in small portions over time.
      - Video/Podcasting Equipment: \$2500. To create a pre-setup equipment that would not be used for other functions. This item can be funded in small portions over time.
      - I pads for LSS: \$1200. Goal is to have laptop for each class to support students to access learning programs, support student IEPs or translation. This item can be funded in small portion over time.
        - Gala Vlasik (head teacher) applied for Grant from Best Buy and included this ask.
      - InvenTABLE (now ChompShop): \$1425. Tool not yet proven. Elissa said she'd report back how it works once she gets hers.
      - Printing new signage for the Library: \$325.
      - 3D printer: \$500 (printer only). Will need to investigate the plan for software and materials. Also have questions regarding the printing time for expected projects.
      - Disc Golf: \$500. Consider funding purchase of discs before baskets. Could be funded in portions.

- Board Games for Collaboration/Social Play/Design Thinking: \$500. This is for specific sets of games that would allow the entire class to play together. Need the list.
- Sensory Hallway: \$250. Will need to investigate the longevity of the decals / application.
- Community Room Conferencing to support online CPAC meetings: \$180. To help facilitate hybrid meetings moving forward.

## 9. Update from our District Parent Advisory Council Representative (DPAC) (Anne / Simerjit)

1. **Our next DPAC General Meeting is on Monday November 18** Burnaby Central Secondary 7-9 pm. Any parent/guardian of a Burnaby student in K-12 is welcome to attend as a guest. Please make yourself known to the chair upon arrival. Light refreshments will be available. Agenda – <https://dpac.burnabypac.ca/meetings/>

### 2. Parent Information Event - Tues. Nov. 5th Dr. Deborah MacNamara.

We are excited to have educator and counsellor Dr. Deborah MacNamara, 7:00 pm at Burnaby Central Secondary School. All Burnaby parents/caregivers are welcome.

Dr. MacNamara is a Neufeld Institute Faculty member and provides presentations to parents and professionals who work with children and adolescents. She travels nationally and internationally, speaking on child and adolescent development issues, including to the United Nations and the Dalai Lama Center for Peace and Education. She will discuss the power of how our actions, as parent and leaders in our school communities, guide and role model for our children and community.

Please RSVP to help us know how many people we can expect to attend at:

<https://www.eventbrite.com/e/dpac-speaker-series-featuring-dr-deborah-macnamara-tickets-1050947170277?aff=oddtcreator>

### 3. Open Letter - Please share with all your parents and community

A coalition of BC DPACs, which includes Burnaby, has issued an open letter demanding the provincial government address the cost of portables, which are being paid for with funding designed for student learning, and to address the problem of over capacity at schools. More signatures on the letter increases the chances of fixing these problems. Please consider signing.

Burnaby has the 2nd highest number of portables, after Surrey. If you would like more information, see: <https://www.cbc.ca/news/canada/british-columbia/bc-portables-schools-feature-1.6967543>

### 4. School District New Strategic Plan

- SD 41 is in the process of updating their Strategic Plan, which identifies their priorities, sets their mission, vision, values and priorities.
- DPAC has been told there will be opportunities for parent engagement. More information to come.
- <https://burnabyschools.ca/new-strategic-plan/>

## 10. Update from District Community Schools Advisory Representatives (DCSA) (Malkit/Meagan)

- Upcoming meeting on October 24.

## 11. Discussion & Questions

- **Sahar** volunteered to fill the Vacant Treasurer role.
  - Motioned by Charisse; 2<sup>nd</sup> by Anne. All in favour; none opposed.
  - Thank you, Sahar! Welcome aboard.

- CPAC Question Box is installed in the Community Room. Please drop by anytime to post a question, suggestion, or simply to say hi.
- Jim & Lindy donated 6 tickets to the Haunted Village at Burnaby Village museum. Tickets were claimed via emails to the community office. Congratulations to the winners!
- Community member donated 17 hand knitted toques. Thank you very much!

**Next General Membership meeting is on Nov 18, 2024 at 9:00am. Children younger than 5 are welcome to the meeting.**

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

Daytime (9:00 am): ~~Sept 16~~, Nov 18, Jan 20, April 14

Evening (6:00 pm): ~~Oct 24~~, Dec 16, Feb 24, May 26 (AGM)

#### **Community & Parent Advisory Council Executive (2024/2025)**

**Chair:** Anne / Charisse

**Communications Coordinator:** Carolina

**Past Chair:** Lisa

**Fundraising Coordinators:** Stefanie

**Vice Chair:** April & Natasha

**Social Conveners:** Sushma & Carolina

**Treasurer:** Sahar

**Member at Large:** Margaret

**Secretary:** Florence

**District Parent Advisory Council (DPAC) Representative:** Anne & Simerjit

**District Community Schools Advisory (DAC) Representatives:** Malkit & Meagan



Reach us: [secondstreetschoolcouncil@gmail.com](mailto:secondstreetschoolcouncil@gmail.com)

Follow us on Facebook: [Second Street Community School - Community Council](#)

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

we ran out of time at the meeting to cover all of this

# extra notes from the CPAC Executive - October 2024



Next meeting is November 18 @ 9am



keep updated - follow us on social media!

## Communications

Highlights:

- Lots of posts on Facebook & Instagram - follow us and tell other parents
- Contributions to the newsletter - what else do you want to see?
- QR codes were updated and looking forward to apply learnings from Apple Box sale.

## Notes from the Chairs

- Teacher appreciation tokens are underways - gum packets (Sept), popcorn (Oct), TBD (Dec)
- Breakfast With Santa planning has to start soon - contact Patricia if you can help
- Impact Report (2023/24) prepared and will be included in upcoming newsletter.
- Grant Report completed & sent



Read the meeting minutes



See the minutes for District PAC updates and details about the free guest speaker event Nov. 5

Great work!



Thanks to all of our Volunteers

## Gratitude

- Peggy & Gloria for the upcycle & knitting group
- Bottle drop by Brad & Florence & Express-It Depot staff for accepting our overfilled bags
- Donations to the Food Drive & Terry Fox
- Family donations for jerseys, boots & Mentorship
- KrystleImages.com fundraising photo shoot
- Katrina Chen's Office & Legislative Assembly for donations to Welcome BBQ and Fireworks Hot Chocolate

24/25 Requests	Description	Account	Estimated Cost	Proposed	Notes
Literacy	District's literacy expert made a set of recommendations for Second Street to continue to enhance literacy skills (reading and writing). These recommendations are made up of a variety of projects that total \$3500. There is potential of district support.	General	\$ 3,500		What is the minimum support needed to draw out the maximum match by the district?
Video/Podcasting Equipment	To purchase video recording / podcasting equipment to be used by classrooms. Equipment requested includes MacBook, microphones, green screen, headphones, lighting, software, etc.. All ages interested.	Direct Access	\$ 2,500		Can the equipment be used without the MacBook (\$1400)?
ipads for LSS	Request for funds to purchase iPad that could be used to help in classrooms to support student IEPs, learning program access and translation. This ask is for 2. Ongoing ask until 17 secured.	General	\$ 1,200		Best Buy Grant?
InvenTABLE <a href="https://itsinventable.com/">https://itsinventable.com/</a>	A kid-safe power tool to cut cardboard safely. This would be put to use in many classrooms as the cardboard challenge is an annual STEM project many take on. Ask is for 5 of them.	General	\$ 1,425		1 InvenTABLE = \$285 Educator bundle of 5 = \$1,345
Printing	Printing cost for signage to improve the library	Direct Access	\$ 325		
3D Printer	Request for funds to purchase a 3D printer that would be shared by all classes. This does not include the purchase of material.	General	\$ 500		Ongoing material cost of ~\$300-\$500 depending on use.  What age range will utilize this?

24/25 Requests	Description	Account	Estimated Cost	Proposed	Notes
Disc Golf	To purchase 2 portable baskets for the school yard (~\$300) and Sets of Discs (\$50 each)	Direct Access	\$ 500		Consider tone course instead of baskets? <a href="https://udisc.com/courses/clearwater-secondary-course-241t">https://udisc.com/courses/clearwater-secondary-course-241t</a> Nearby course at Robert Burnaby Park. Confirm with Kevin Herd that discs are needed.
Board Games for Collaboration/Social Play/Design Thinking	Desire to build a game library with class sets of games available for use in classrooms. Only specific games are being requested. Games average ~\$50 / game. This ask is for 2 sets of 5 games (primary and intermediate).	Direct Access	\$ 500		Let's start with a list of games wanted.
Sensory Hallway	To purchase decals to mount in a hallway with specific cues that encourage movement, self-regulation and literacy.	Direct Access	\$ 250		
Community Room Conferencing	to purchase central microphone and speaker for virtual CPAC meetings	Council Grant & General	\$ 180		need \$80 from General Accounts
<b>Total</b>			<b>\$ 10,880</b>	<b>\$ -</b>	

**Request from community:**

- wobble seats
- Settlers of Catan
- yarn & knitting needles
- felting material (raw wool) & tools
- board games (intermediate level)
- disc golf discs & baskets