

Second Street Community and Parent Advisory Council Executive Meeting

Monday March 10, 2025 @ 9:00 am (Zoom)

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

In Attendance:

Patricia	Anne	Stefanie	Bryan	Margaret

1. Land Acknowledgement & Welcome (Anne)

2. Review agenda & previous Meeting minutes – outstanding actions covered below

3. Update from our Community Coordinator (Patricia)

- Seniors Tea (Friday, May 9)
 - o Coordination meeting poorly attended. Next coordination meeting tentatively planned for April 23 @1:30pm. **ACTION:** Patricia to confirm date and time so that we can update the Job Jar and post on social media to help advertise.
 - o East Side has historically supported the Seniors Tea with \$200-\$300. **ACTION:** Margaret to follow up with East Side re: financial support for the tea.
 - o Cobbs Bread was approached and they were happy to make a donation of sweets/treats for the tea. Just need to be picked up the night before.
- Basketball Night – HOOPS is a hosting free basketball nights 6:30 -8 pm for Grade 6 - 7 students. Boys and Girls have both registered. The program is full.
- Tea Time – March 12 @ **1pm** – planning to look ahead and make a set date/time for these to increase attendance.
- Communication: if you need anything or have questions, reach out to Patricia directly, rather than filtering through Stephanie. Directly communicating is best.

4. Update from our Principal (Bryan)

- Carry forward from previous minutes: **ACTION:** Bryan to provide the board game list so that we can advertise the need and maybe drum some up.
- Outdoor learning space was installed! Stones are out and already being put to use. \$6000 of CPAC funds went towards this. Yay!
- Audio AV system was installed – custom cabinet, projector is mounted, one button on/off. This will make a big difference. East Side generously supported this large purchase (approved in 2023) – we are lucky to have them in our community and providing support to our school like this.
- Newsletter – links were solved and seems to be working. Community Members have not been getting the newsletter – is there a way to get this out to them? Many community members could help participate with events and fundraising. **ACTION:** For this month, Patricia will send out the March Newsletter to the community distribution list. Margaret to loop back with Patricia to let her know it came through.
- Grade 7 grad planning – Bryan pulled together a draft list of choices for the grad party. Krystle is a parent that has stepped up to spearhead the coordination and will be sending this back to the school once she does some research and hears back from the parents. Teachers want to put this forward for a vote after spring break. **ACTION:** Anne will let Krystle know of the timeline.

- Justin Hone (sp?) from RCMP – pilot project re conflict resolution in grade 6 classes. How social media creates tension, stress & conflict among our kids. Looking for some info sessions for parents to participate – in Sept & Oct. There may be a need for funds - **ACTION:** Bryan will bring a funding request forward for the May executive meeting (May 12) so that we can bring it forward to the General Membership meeting for vote.
- Saleema Noon – get date for this out to parents and put into the school calendar. Participation will likely be greater if we can advertise this event early so that parents can plan around it. **ACTION:** Bryan to confirm the date for the parent session and provide information about the event that we can share with parents sooner than later.
- School play April 28 – May 1. See the information about the dates in the March Newsletter.
- Zoom use for CPAC meetings – discussed security measures for future Zoom meetings following the recent incident at our last general membership meeting. Bryan connected with folks present immediately following the meeting, and discussed the issue with the district about how to best handle it and research the source. District IT provided a school based zoom account to use for our meetings. **ACTION:** Bryan to share the zoom meeting link so that we can put it in our communications. However, we will not be sharing the meeting links publicly on social media platforms.
- Teacher engagement – Bryan sent an email to teachers last month and Gala took away our need for parent participation from our last meeting. Bryan will follow up at next staff meeting.

5. Update from our Fundraising Committee (Stefanie)

- **Popcorn Sale** – March 14 – will reach out by WhatsApp for volunteers
- **Samosa Sale** – March 16 orders due on Munch a Lunch, lunch served April 3.
- **Spirit Wear** – item delivery planned for March 14.

Munch a Lunch platform is very user friendly. It will make the accounting for these fundraisers to be more straight forward as funds are automatically transferred to our bank account. All reimbursement for purchases to support these lunches will be made through our treasurer.

We expect the switch to this platform to negatively impact our sales for the samosa sale as those not registered will NOT get a reminder about the sale. We will see.

Trying to get others involved in the fundraising elements so that knowledge can be transferred. There are a few people who have indicated a bit of interest and I'm trying to work with them.

6. Update from our Treasurer (Anne for Sahar)

Account Summary sent out March 7. All looking fine – no issues.

Mid-way through our fundraising (\$5484 raised), expecting ~\$5000 to be raised in these final months. Our goal was \$10,000.

Sahar expected to be back into this role after spring break.

Bryan confirmed that the priority for the school technology asks is for the purchase of iPads for the LSS team to use in classrooms. The school district is doing a device refresh at the school and so there may be some iPads that can be repurposed to LSS as they will age out of district support. This means we may need less than 17 to support the school as originally planned. **ACTION:** Bryan to work with Anne to bring a funding request forward for the May executive meeting (May 12) so that we can bring it forward to the General Membership meeting for vote.

Summary of funding requests that will need to be brought forward in the May meeting:

- Welcome BBQ support
- Halloween Fireworks
- Parent Night(s) for Social Media discussion
- Technology Purchase (iPads)

7. Update from our Communications Coordinator (Carolina) – absent, no update

- ACTION: do not post our meeting link on social media. Instead, draw their attention to the meeting and ask that they look at their email for a message with the link.

8. Update from Chairs (Anne for Charisse)

- Teacher Appreciation – we have a few volunteers to execute the next 2 – 3 months.
- The role of Chair is not currently being eyed by anyone – if you know anyone that would like to be involved in coordinating the CPAC, give them a tap. Elections are in May.
- For next year, consider re-organizing the roles of the CPAC so that participation might be more accessible.

9. Items for next month's Community Newsletter contribution from CPAC

ACTION: Carolina to email all newsletter content to Stephanie C for inclusion.

10. Agenda items for next General Membership Meeting = no meeting this month

11. Volunteer for snacks for Next General Membership Meeting = no meeting this month

12. Discussion & Questions

Future Community & Parent Advisory Council Executive Meeting Dates (@9am on Zoom)

Sept 9	Oct 7	Nov 4	Dec 9	Jan 13
Feb 10	Mar 10	Apr 7	May 12	Jun 9

Future 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 21, 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, Sushma & Malkit

Vice Chair: 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