

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

December 15, 2025

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

In-Person: Community Room

Zoom Meeting: To be released

In Attendance:

Elissa	Diyalla	Brad	Florence	Heather	Jenny
Sandra	Patricia	Charisse	Emma		
Online	Bryan	Kyla	Margaret	Peggy	Meagan
Rajini					

STANDING AGENDA

1. Welcome & Introductions (Charisse)

- Integration Invitation: Indigenous Celebration of the Winter Solstice - <https://fpcf.ca/stories/celebrate-winter-solstice>
- Connection before content: What are you most looking forward to this winter break?

2. Review Agenda (Charisse)

- MOTION: To accept today's agenda. Elissa accepted. Florence seconded.

3. Review previous Meeting minutes (Jenny)

- MOTION: To accept November's General Membership meeting minutes. Elissa accepted. Emma seconded.

General Membership Meeting Dates (in person and on Zoom)

Daytime (9:15 am): ~~Sept 15~~ ~~Nov 3~~ Jan 12 Apr 20 Jun 15
Evening (6:00 pm): ~~Oct 20~~ ~~Dec 15~~ Feb 23 May 25 (AGM)

Community & Parent Advisory Council Executive (2025/2026)

Chair: Charisse / Florence **Fundraising Committee:** Charisse, Gloria, Harmit, Heather, Huong, Jenny
Past Chair: Anne **Communications Coordinator:** VACANT
Vice Chair: Jenny **Social Conveners:** Kyla
Treasurer: Elissa **Member at Large:** Margaret / Natasha
Secretary: Sandra
District Parent Advisory Council (DPAC) Representative: Amit
District Community Schools Advisory (DAC) Representatives: Meagan

Reach us: secondstreetschoolcouncil@gmail.com

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

Learn more: <https://secondstreet.burnabyschools.ca/4639-2/>

4. Update from our Treasurer (Elissa)

- November Statement of Accounts
- Budget Presentation
 - Conservatively updated the funds raised total based on updated fundraising plans and updated the total grant allocation. This leaves us with an additional \$3300 to allocate on top of the already available \$4927. Total to allocate = \$8227
 - Based on input from Bryan (representing staff), we added the following allocation recommendations:
 - Portable Studio - being requested by several teachers and large potential to be used to pre-record announcements. Total project cost is \$4200. Grant writing underway, but not guaranteed. Therefore, 2025/26 funding support Stage 1 with \$1783.
 - Levelled Readers - need for levelled readers with content to appeal to intermediate students. 2025/26 funding support for 100 books @\$15/book = \$1500.
 - Strategic Game Set - initiative to have class sets of games for loan for supervised play. Stage 1 (pilot) to start with 5 copies of 2 games (Kind Domino and Hues & Cues). 2025/26 funding support of \$500.
 - Teleconferencing Tech - microphone and camera tech for teleconferencing meetings share by the school and CPAC. 2025/26 funding support of \$900.
 - Library Chairs - limited school library budget spent toward books, rather than chairs. Chairs needed to create a collaborative, student centered space. Total cost ~\$3000. 2025/26 support with \$1750.
 - Sensory Room - dedicating a space in the school for student self-regulation and supplying it with some materials to support this. Total project cost is \$4800 as part of grant request. CPAC required to match 50% of the grant, therefore 2025/26 funding support with \$2400.
 - If grant not awarded, \$1400 to go towards 'stage 1' Sensory Room supplies with the remaining \$1000 to go towards library.
 - Final balance shows an overallocation of Direct Access /Gaming Grant funds of \$85 and an overallocation of General Account funds of \$305. Based on conservative fundraising estimates, historical trends of underspending and \$5000 contingency, this overallocation is not concerning.

- MOTION: To accept the budget as reviewed and presented on December 15, 2025. Jenny accepted. Florence seconded. None opposed.

5. Update from our Co-Chairs (Charisse / Florence)

6. Update from our Fundraising Committee (Charisse)

- Will provide summary of November and December at January General Membership meeting.
- Overall – successful.
- Will need more support and leadership in the area of fundraising.
 - Focus on committees leading and executing major events.
 - Need for January Pizza day team – Stephanie from community office away.
 - 2 extra pizza days added to be run by CPAC.
 - 2 movie nights added – February 12, April 8
 - Will do less one-off, small fundraising events.

7. Update from our Communication Coordinator (VACANT)

8. Update from our Principal (Bryan)

- Report cards will go live
 - Double check before Wednesday that your password is working
 - will be moving to parent portal (from student portal) by end of term 2
- Making school goals more visible
 - with links on website
 - Wings and Sting
 - Wings: focus on problem solving
 - Sting: focus on character traits to nurture
 - Celebrate student achievement during assemblies, buzzboard outside gym
- Hip Hop: January 12 Monday performance conflicts with Div 1, 2 and 3 skating field trip; trying to change date of skating or those divisions may perform in morning

- Appreciation for all parent volunteers who have contributed to Second Street

9. Update from our Community Coordinator (Patricia)

Holiday Support and Pancake Breakfast

- Donation from Second Street parent to support pancake breakfast and holiday gift cards for families
- Another parent donated 44 bags of 10lb rice
- Community member donated gift cards that can be used to buy food
- Toys donated from The Long Table for vulnerable students
- Eastside donated gift cards for 25 families
- Thank you Margaret for organizing drivers to deliver hampers
- 18 families received hampers; 25 families will receive gift cards

New Programs and Upcoming Activities

- Gardening Grant & Mentorship: Launched Dec 9, runs to Jan 27.
- Dance class
 - Adult class will continue in January
 - Grades 4 – 7 may also start in January
- ELL Parent night, English language learning with Alejandra coming soon
- Evening and weekend programs are upcoming for those who are unable to join during day
- Multicultural Spring Fair planned for next year (evening or Saturday)

Call for Volunteers for

- Multicultural Spring Fair
- Evening or weekend activities