



***Cape Horn Elementary School***  
**PARENT ADVISORY COUNCIL - AGM MEETING**

September 17 @ 7:00pm In Person - Cape Horn Library &  
Online

**Attendance:**

|                              |                               |
|------------------------------|-------------------------------|
| Sarah Minton - PAC President | Lindsay Goodridge - Principal |
| Elisa Da Silva - Secretary   | Sarah Park-Manlig - Hot Lunch |
| Gurpreet Gill - Treasurer    | Damien Colucci - DPAC         |
| Rabia Faisal - Fundraising   | Bahar Taheri - Events         |
| Jenny Sau<br>Elysia Dvorak   | Cassandra Riske<br>Wendy Zhou |
| Online                       | Alisha Gray                   |

**Absent:**

|                                 |  |
|---------------------------------|--|
| Stacey Anderson - Communication |  |
|---------------------------------|--|

**Meeting Called to order at 7:01pm**

**Minutes taken by Elisa Da Silva**

**Land Acknowledgement**

**Approval of Agenda for June 11, 2026 meeting**

**Moved by D. Colucci that the agenda be approved. MOTION CARRIED Approval of Minutes from September 17, 2026**

**Moved by G. Gill that the minutes be approved. MOTION CARRIED**

**Welcome to the new members and roles:**

- **Secretary** (Elisa Da Silva)
- **Communications Coordinator** (Sarah Anderson)
- **Breakfast Club Volunteer Coordinator** (Stacey Anderson)
- **Events Coordinator** (Bahar Taheri)

#### **Principal's Report - L. Goodridge**

- Kids are in classes. Everyone is happy and the environment has a good feeling.
- The staff meeting went well with the decision of event and field trip planning. ●
- **Grade 5 Parent Night** - date TBD. Ms. Johal in charge.
- **Parent/Teacher meetings**: October 6th & 8th, early dismissal at 1:40pm.
- **October 8th is Community Dinner.**
  - The kids will be making soup from the Three Sisters Garden that was gardened at the end of last year.

#### **Treasurer's Report - G. Gill**

- \$11,189.35 in contingency
- \$800 from contingency will be put towards Grade 5 account
- \$1000 for each Division; including Library, Music and Resources
- To get confirmation of RBC dates from S. Park-Manlig
- PAC is paying for school hip hop lessons (Nov) and drumming (Sep); EGGducation in the spring (duck egg project), tennis and pickleball (Jan/Feb)
- Sports Day back to Mundy Park
  - confirmation needed.
- PAC wants to purchase a tent and banner for school events (such as track meets) ○ D. Colucci. to speak with his workplace about this RE: cost for materials and will follow up with us.

#### **DPAC Report - D. Colucci**

- upcoming trustee election
- two presentations
  - "build a biz" (entrepreneurial kids) opportunity for grants for materials
  - "be internet awesome" (digital wellness and literacy)
- Be Awesome Program; presentation by Carol Todd (Founder and Mother of Amanda Todd)

#### **Hot Lunch Update - S. Park-Manlig**

- dates to be posted soon

#### **Fundraising Update -**

- Community Values books (Sep 25 send home)
- Neufelds (Nov)
- Purdy's Chocolates - TBD
- Family Photo Night: Nov 9/10 for \$25
- Lunch Box Theatre: Fall on Mondays and Wednesdays for 8 weeks

**Breakfast Club Update** - on behalf of Stacey Anderson

- to be parent-un with EA support
- Andrea Williams will conduct ordering on Fridays and unpacking on Mondays.
- Volunteers needed for TUESDAY especially; also need additional help for Thur and Fri to support EAs. Communications through facebook - low traffic. Looking for ways to improve.
- Stacey to coordinate schedule for volunteers and support
- Whats App Groups - to be released next week.

**Event(s) Committee(s) - B. Taheri**

- Halloween Howl
  - Goal to create a fun space and raise money
  - All inclusive by donation entrance
  - Earlier set up request
  - Date set to Friday October 30th
  - Haunted house; empty portable - D. Colucci
  - DJ - book Jeremy
  - Classroom games
  - Gym darkness solution; TBD
- Christmas Fair
  - Craft fair
    - \$20/\$30 a table for vendors
  - Communication sooner for volunteers
  - Santa Claus?
- Events Calendar to be created by B. Taheri
- Kids Market
  - Need to organize earlier
- Facebook; post events
- Whatsapp Group for Committee support members to be created by B. Taheri

**Open Discussion :**

- Policy Question about school admin communication with parents RE: school incidents:
  - Communication wasn't the same across both parent and school.
  - Admin has reviewed with staff when to refer to admin for speaking with parents, documentation for incidents. Admin tried to remain as a visible presence on the school grounds for students, families. Any incidents involving student injury, physical or emotional harm will involve communication between teacher, admin, student, parent/caregiver. Some discretion is used regarding conflict between students; they are encouraged to use WITS, other strategies for navigating social

relationships. (answered by L. Goodridge)]

- Newsletter to be sent out by L. Goodridge.
- Need newsletter in other languages
- Teachers have been asked to email to parents with classroom education information.
- Vision Care screening
- Playground upgrade - waitlisted
- Portable stairs (children hiding/playing under) - L Goodridge is aware some students are getting in there, looking at ways to block off. Will provide an update to PAC when more info is available.
- Suggestion for ramp or something of the same beside stairs near Gymnasium for parents with strollers and others who need it for accessibility.

Meeting adjourned at 8:06pm

Next meeting October 15, 2026 at 7:00pm