

Claremont Parent Advisory Committee (CPAC)

Regular Meeting - Minutes

Tuesday, February 20, 2025 – 7:00pm

Learning Commons, Claremont Secondary or online via MS Teams

Richard Anthony was in attendance as presiding officer, Jennifer Magnusson was in attendance as secretary.

1. Welcome & Territorial Acknowledgement

- The meeting was called to order at 7:17 pm

2. Adoption of agenda

- A motion to adopt the proposed agenda was made by Jennifer M. and the agenda was adopted.

3. Approval of last CPAC Minutes (October 2024)

- The minutes from the [January 21, 2025](#) meeting were shown at the meeting. A motion to approve the minutes was made by Kirsty H. and the minutes were approved as presented.
- The minutes from the [October 15, 2024](#) meeting were read at the last meeting. A motion to approve the minutes was made by Richard A. and the minutes were approved as presented.

4. Administration Update (Aaron B.)

- Course selection coming up for Grades 9-11; forms due by next Friday

5. President's Update (Richard A.)

- **Constitution Update** – review proposed changes to [CPAC Consitution](#)
 - Addresses the comments that had come in
 - The working group will meet again to review and revise and send out again before the next CPAC meeting
- **Executive meetings** – do we need to meet the week before each PAC meeting? Probably not – there is a lot of information that can be shared via email instead of having to meet. But we can let each Exec decide with Admin if they want to meet ahead of time

6. Treasurer's Update (Tynke L.)

- Gaming Account Actual balance February 18, 2025 \$ 19,636.33
- General Account Actual balance February 18, 2025 \$ 8,550.01
- Total Accounts as of February 18, 2025 \$ 28,186.34
- See attached Treasurer's Financial Reporting Sheet for detail

7. COPACS Representative Update (Bernard T.)

- **Parent Engagement Meeting** – lots of participation; mental health initiatives was the focus. Aaron will bring this up at the next meeting and get PAC perspective
- **Pacific Institute for Sports Excellence** – presentation on physical literacy; \$4200 but no one is turned away for financial limitations
- **Scholarship through BCCPAC** – \$1000 for G12 student (academic award)
- **Inventory of Biomass** – if anyone is interested in helping to complete this

8. Open Discussion

- **Spring Budget Requests** – see attached CPAC Spring Funding Requests spreadsheet
 - If there is money left over from the Fall Request, we will come back and revisit this in May

- A motion to accept budget requests totaling \$6,474.99 as presented was made by Carol P. and seconded by Bernard T. The motion was approved unanimously.
- **Website** – Robin at district office is the person to talk to; Aaron will connect Jennifer M. with him
 - What do we want it to look like? Let's make it simple and easy to navigate
 - Make sure that minutes, constitution, meeting schedule, events & announcements
- **Guest Speaker** – Bernard speaking about concussions; for parents and coaches too!
 - April 15 meeting
 - Hold the meeting first (6:00 pm) and then have the presentation (7:00 pm): 45 min presentation + 15 minutes Q&A
 - Have it in the LC set up like a staff meeting + virtual on MStTeams
- **Parental Participation** – let's keep following up on these via email
- Open floor for questions from parents

9. Adjournment

- A motion to adjourn the meeting was made by Bernard T. and the meeting was adjourned at 8:01 pm.

Attendance:

In person:

- Claremont Principal: Aaron Buckham
- President: Richard Anthony
- Vice-President: Kirsty Hooker
- Secretary: Jennifer Magnusson
- COPACS Rep: Bernard Tonks
- Members at Large: Eagle Su
- Families: Carol Pesce

Online:

- Members at Large: Reet Dangerfield, Jenny Eastman

Regrets:

- Members at Large: Kelly Perry
- Treasurer: Tynke Landsmeer
- Grad Parent Committee: Jen Furtado

Treasurer's Financial Reporting Sheet: February 18, 2025

Date	Transaction	Details	Credits	Debits	Balance
	Gaming Account Balance as of January 14, 2024				\$ 22,046.49
2025-01-21	Ch#036	Teacher requests		\$2,410.16	
	<i>Gaming Account Actual balance February 18, 2025</i>				\$ 19,636.33
	General Account Balance January 14, 2025				\$ 13,105.01
21-Jan-25	Ch#229	Teacher requests		\$ 4,530.00	
11-Feb-25	Ch#230	Gaming License Grads		\$ 25.00	
	<i>General Account Actual balance February 18, 2025</i>				\$ 8,550.01
	Total Accounts as of February 18, 2025				\$ 28,186.34
	Total allocated for gaming: 13.341				
	Total allocated for general: 8.300				
	Leaves approx 6500 for spring requests (mainly gaming money)				

CPAC Spring Funding Requests.xlsx

Department	Teacher	Request	Amount requested	Total amount	Proposed funding	Notes
Athletics	Darren Reisig	2 boys teams basketball uniforms	3,000.00	6,000.00		need uniform replacement/purchase schedule
		girls lacrosse travel uniforms	1,000.00			no travel uniform support
		Track singlets	1,000.00			Already gave \$ for
		Spartan Athletic awards	500.00		\$ 500.00	
		Rugby team support	500.00		\$ 500.00	
Business	Mr. Fast	Business conference registration	3,300.00	5,483.00		Benefits too few students this year - more of an expense for next year
	Hotel	800.00				
	Ferries/bus	665.00				
	Chaperone hotel	718.00				
Digital media	Beeston	Waterloo Computing contest fee (feb 19)	80.00	85.00	\$ 80.00	
		processing fee	5.00		\$ 5.00	
School garden	Joanna Linger	Garden beds	550.00	1,140.00	\$ 550.00	
		Soil	180.00		\$ 180.00	
		Seeds	60.00		\$ 60.00	
		Tools	250.00		\$ 250.00	
		Soil emender	100.00		\$ 100.00	
Courtyard renovation	Joanna Linger	Crush gravel	200.00	1,000.00	\$ 200.00	
		Woodchips	100.00		\$ 100.00	
		Rough cedar decking	500.00		\$ 500.00	
		Misc. supplies	200.00		\$ 200.00	
Science	Joanna Linger	Bamfield field trip		2,000.00		cancelled
Model United Nations Club	Ms. McAvoy	Conference		1,000.00		2nd conference
Music	Jessica English	Keyboard	2,999.00	4,098.99		May be able to retroactively fund in May?
		Amp	1,099.99		\$ 1,099.99	
		Total				
Outdoor Ed.	Kelly Harris	Backpacks		1,619.70	\$ 540.00	2 packs
PHE	Mr. Dunlop	Pinnies (2 sets at \$210 each)	420.00	1,260.00	\$ 420.00	
		Folding mat (2 at \$420 each)	840.00		\$ 840.00	
Photography Club	C. Jardey	Photo paper	150.00	350.00	\$ 150.00	
		Negative film	100.00		\$ 100.00	
		Chemicals for processing	100.00		\$ 100.00	
Robotics	Rodney Paananen	Replacement Electronics	1,000.00	2,000.00		
		Pneumatics Equipment	1,000.00			
Theatre	Colin Plant	Projection Screen		5,600.00		Capital funding project
		Grand Total		31,636.69	\$ 6,474.99	