



Date: Thursday, April 17, 2025 at 6:30 p.m.

Location: Lord Roberts Annex and Virtual ([Zoom](#))

Meeting Facilitator: Stephanie Kromschroder

Attendees: Pam Sherwood, Sarah Dunbar, Lindsey Angell, Kate Spangler, O'Neil Warner, Tessa Diaczun

1. Call to Order, Welcome and Land Acknowledgement at 6:35 pm
2. Approval of Agenda – M/S/C
3. Approval of Minutes from Last Meeting – M/S/C
4. Business Arising from Last Meeting:
 - a. Call for nominations for 2025/2026
 - b. Update/Q&A with VSB - Jessie Gresley-Jones (Executive Director, Facilities), Adrienne Stewardson (District Principal, Early Learning and Childcare), Victoria Jung (Board Representative) & Riley McMitchell (Incoming Principal, Coal Harbour School)
 - Enrollment
 - Confirmation letters based on fall survey were sent.
 - Final confirmations expected in the coming weeks.
 - Likely K-3 students will remain at LRA, Gr. 4–7 to transition to Roberts Main until the Coal Harbour School opens.
 - Timing
 - School opening now expected in late fall.
 - No firm date from the city; a cautious approach is being taken to avoid setting false expectations.
 - Safety & Infrastructure
 - Railings along seawall to be replaced with climb-resistant versions.
 - Fencing approved by Park Board for park perimeter, with two open entrances.
 - Pedestrian-activated flashing crossing to be installed at Jervis and Alberni.
 - Playground
 - Joint project between VSB, City, and Park Board.
 - Discussions ongoing regarding funding, contractor involvement, and timeline.



- o Rubberized surfacing confirmed.
 - o Optimism for completion by school opening, pending contractor availability.
- Childcare and YMCA Update
 - o 69 licensed before/after school care spots for the Coal Harbour site.
 - o Temporary licensing planned for the library/gym space at Roberts Annex to bridge the transition.
 - o If approved, YMCA will facilitate walking school bus for Gr. 4–7 students at Roberts Main.
 - o Licensing inspection and approval still required.
 - o West End CC, Gordon Neighbourhood House, and Coal Harbour CC may offer additional support.
- Maintaining School Community/Cohesion for Students while at Roberts Main
 - o Clear communication strategies for two-site structure.
 - o Temporary class groupings to be formed by June.
 - o Goal: consistent classrooms from September through school move.
 - o Assemblies, school-wide events, joint field trips to foster unity.
- PAC Structure and Transition
 - o The PAC will be rebranded as the PAC of the school at Coal Harbour School starting in September 2025.
 - o Technically a name change; ongoing roles and continuity anticipated.
 - o All families across both sites considered part of the same school community.

5. Reports:

a. VP - Amber Logie & Teacher - Madisen Steinwand

- Additional ask: \$9.62 for cube chairs and weighted animals (cost overage from previous PAC-approved amount) - M/S/C
- School Fees 2025-26 Proposal:
 - o \$35 general supply fee
 - o \$7.50 agenda fee (Gr. 1–3 only)
 - o \$3 Everyday Speech program fee
- Motion to approve proposed school fees for 2025-26 - M/S/C
- Sports Day: June 13 (AM only).
 - o PAC to provide popsicles and juice boxes.



- b. Treasurer - Kelly Yuram Kim
 - April's income was \$230 from Pizza Day
 - Expenses: \$886 for childminding, movie license
 - Net profit YTD: approx. \$4,000.
 - c. Fundraising - Tessa Diaczun and Sarah Dunbar
 - Pedalheads Promo: Register for camps by June 30 with code "annex25" to receive \$25 off, which is then donated to the PAC.
 - d. Hot Lunch - Maham Khalid
 - The hot lunch program continues to need volunteer support on Fridays (link in Friday newsletter).
 - e. Pizza Day - Sarah Dunbar
 - Pizza day continues to be a success.
 - Please remember to place orders on time.
 - We are always looking for volunteers (link in Friday newsletter).
6. Reminders/Upcoming Events
- a. Next PAC meeting - Thursday, May 29, 2025.
7. Adjourn at 8:00 pm.