



Date: Tuesday, November 18, 2025 at 6:30pm

Location: New School at Coal Harbour at Lord Roberts Annex Site and Virtual (Zoom) Meeting

Facilitator: Lindsey Angell

Attendees: Pam Sherwood, Sarah Dunbar, Jenna O'Neill, , Kate Harrison, Fereshte Zabihian, Michael Shui

1. Call to Order, Welcome, and Land Acknowledgment

2. Approval of Minutes from Last Meeting

3. Business Arising from Last Meeting:

a. Recap from VSB

- Responses are on Coal Harbour school website in frequently asked questions
- PAC has sent a letter to the City of Vancouver regarding concerns with the construction delays and impacts to students, request for transparency and collaboration, and encouraging delivery of age-appropriate playground

b. Thank you to all parents for the Direct Appeal

4. Reports:

a. Principal – Riley McMitchell

- Name recommendation has been brought forward to the naming committee. School board meeting to be held on November 26th to vote for the name of the new school.
- Divisions 1-3 will be attending the Annex site on Mondays and Wednesdays to enhance the connection between both sites. Divisions 1-3 will be connecting through the Annex library, activities within the gym, lunches and recesses.
- Creating our mission statement, collaborating with families and staff.

b. Teacher Update – Alexandra Howorth

- Spaces EDU – online portal for report cards this year. Please ensure you are signed up as report cards are coming out in the next few weeks.

c. Treasurer – Kate Harrison

- Gaming grant is lower this year as student numbers used from the previous year's enrolment.
- Direct Appeal fundraiser did well but lower than projected.
- Pizza Days have been bringing in more than projected which will help balance the budget.

d. Fundraising – Lindsey Angell reporting for Joann Hung

- Purdy's Holiday fundraiser and magnetify pictures fundraiser are currently open
- Movie night coming up to November 24th which has options for pizza and popcorn



- Thank you everyone who donated to our Direct Appeal

e. Social – Cynthia Leong

- Winter event will be held on December 11th at 3pm. Additional details and volunteer call out will be sent soon.
- Winter drop and swap will be occurring to assist in gentle used winter wear and sports equipment during our Winter event.

f. Vancouver District Parent Advisory Council (DPAC) – Pam Sherwood

g. New Coal Harbour School – Kate Busby

- Global news article has circulated to assist the PAC in gathering updates from the City of Vancouver on transparency on construction timelines.
- Gathering questions regarding BC Hydro and updates on current school location. Will be posting questions and answers in our frequently asked questions section.

h. Communication Updates - O'Neil Warner

- Signal classroom chats are now live and moderators are assisting sending communications to families in each division.
- Once a name has been chosen, will be able to create domain names for the new school.
- Please sign up for the email list for the Annex PAC to receive communication updates.

6. Reminders / Upcoming Events:

- a. Next PAC meeting – Tuesday, December 16th, 2025 at 6:30pm
- b. Next pizza days – November 28, 2025 and December 12, 2025. Volunteers are needed at both locations.
- c. Movie Night – November 24th, 2025 at 6:20pm. Volunteers are needed for set up prior.
- d. Winter Holiday Event – December 11th, 2025 at 3pm
- e. Pro-D Day November 21, 2025
- f. Holiday Gift Drive – future correspondence on how to donate will be sent soon

7. Adjourn