

Edith Cavell Elementary School
Parents Advisory Council (PAC) Meeting
March 5, 2019

Meeting Welcome

Review and Approval of Last Meeting's DRAFT Minutes

- (December 4, 2018) - posted
- *Note: minutes of PAC Executive meeting Feb 19th posted to website. Regular Feb PAC meeting canceled due to VSB snow closure*

Motion to approve minutes.

Motion: Indy Diocee

Seconded: Anne Halupka

All in Favour - Passed

Call for New Business Agenda Items

- Carnival Raffle

Douglas Park Liaison Report- Ms. Riya Talwar

- Spring Summer Program is up on March 12 @ 7pm
- No longer mailing programs but they are available at the community centre or online
- Night Hoops Hillcrest – Girls Basketball 11-18
- Interested email Riya @ riyatalwar@nighthoops.ca
- See attached document for more info

Principal's Report – Ms. Lori Prodan

Updates

- Pink Shirt Day was a great success with an assembly run by Edith Cavell Leadership Council (ECLC)
- Global Play Day; Lunar New Year; Canuck Cookie Sale; Floor Hockey Tournament – lots happening!
- School Goal about ADST (Applied Design Skills and Technology) – engaging students in “hands on” learning – Micro:Bit coding, bread making, Design Challenges (stuffie shelters, inventing toys), Reverse Engineering...

Upcoming

- Senior Choir performing March 6, 7pm at John Oliver Secondary
- Community Schools Team Spring Programming:
 - MultiSport K-2 Fridays
 - Outdoor Soccer Gr 3-5 Wednesdays
 - Registration information out to families this week; registration starts on March 11
- Global Citizens Air Band Show – March 11

Information Sharing

- Seismic Mitigation Project
 - Meetings continue with design team and Project Manager
- Staff are currently looking at the Grade Seven leaving ceremony and how we could replace the three traditional awards with more time spent honouring each student and his/her contributions to Edith Cavell
 - looking at how we could replace the three traditional awards with more time spent honouring each student and his/her contributions at Cavell.
 - This would be more in-line with the revised curriculum and reporting system
 - More in keeping with a Growth Mindset
 - Honouring the idea that at the elementary level, children are not in competition with each other
- School Cash On-Line
 - New way to pay for all school items (school fees, field trips etc)
 - Register once and then you can see different items
 - Secure and easy
 - Information about registration coming soon

Treasurer's Report – Jane Liang

Finances

Edith Cavell PAC Treasurer Report March 5, 2019

PAC Accounts – Available Balance

Account	Available Balance
Savings Account	\$26,530.47
School PAC Account (Direct Donations)	\$2,090.00
Gaming Account	\$8,876.17
Total Cavell PAC Accounts	\$37,496.64

SAVINGS ACCOUNT

Current Savings Bank Balance as of March 5, 2019 (including all checks written)	\$ 27,928.28
Budgeted Not Spent	\$ (1,397.81)
Available Balance	\$ 26,530.47

Recent Transactions (2/13/19 – 03/05/19)

Date	Check#	Payable To	Amount	Category
2/25/19	2193	Vancouver Party Works	\$(1,666.40)	Carnival Deposit

FUNDRAISERS	2017-2018	2018-2019
Direct donations	\$ 9,834.30	\$ 100.00
Hot Lunch	\$ 9,194.10	\$ 5,667.55
Carnival	\$ 7,952.82	\$(1,666.40)
Family Photo Night	\$ 1,240.00	\$ 1,280.00
Plant Fundraiser	\$ 797.97	
Stong's Market	\$ 772.34	\$ 152.59
QSP	\$ 655.14	\$ 199.62
Wreath Fundraiser	\$ 628.36	

Welcome Back Movie	\$ 613.96	\$ 213.22
Halloween Costume Swap	\$ 499.00	\$ 183.00
SPUD	\$ 407.03	\$ 55.94
Parent 50/50 Donation	\$ 404.55	
Wolfe Casino Night	\$ 402.50	
Mabels Label	\$ 139.24	
StaySafe		\$ 260.93
Snackwich - Hamber		\$ 47.00
Nov Movie Night		\$ 596.82
Grand Total	\$ 33,541.31	\$ 7,090.27

*2018-2019 Direct Donation – No Tax Receipts (Donations with tax receipts go to School PAC Account)

**2018-2019 Hot Lunch (Sept – Dec)

***PAC Approved \$7600 for Carnival Spending

***PAC Approved \$1220 for Family Dance Spending

	2017-2018	2017-2018	2018-2019	2018-2019	2018-2019
Row Labels	Budget	Actuals	Budget	Actuals	Budgeted Not spent
Earthbites	\$ (10,995.00)	\$(10,800.00)			
Intermediate IPADS	\$ (8,884.00)	\$ (8,884.00)			
Field Trips	\$ (4,830.00)	\$ (4,830.00)	\$ (4,830.00)	\$ (4,830.00)	
Classroom Funds	\$ (4,830.00)	\$ (4,830.00)	\$ (4,830.00)	\$ (4,830.00)	
Bookworm Awards	\$ (2,100.00)	\$ (2,100.00)	\$ (2,100.00)	\$ (2,100.00)	
School Performances	\$ (1,800.00)	\$ (1,800.00)			
School Dance Program	\$ (1,500.00)	\$ (1,500.00)			
Primary Reading Books	\$ (1,200.00)	\$ (1,100.64)			
PAC to PAC donation	\$ (1,000.00)	\$ (1,000.00)			
Upgrade Library Desktops	\$ (675.00)	\$ (571.40)			
School Assistance Fund	\$ (500.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)	
Active Friends	\$ (500.00)	\$ (500.00)	\$ (500.00)	\$ (500.00)	
Hamber Student Bursary	\$ (500.00)	\$ (500.00)	\$ (500.00)		\$ (500.00)
Hot lunch supplies	\$ (400.00)	\$ (68.30)	\$ (400.00)	\$ (249.61)	\$ (150.39)
Munchalunch Fee	\$ (336.00)	\$ (336.00)	\$ (336.00)		\$ (336.00)
Welcome Back Coffee	\$ (250.00)	\$ (118.19)	\$ (250.00)	\$ (142.56)	
PAC Meeting babysitting	\$ (200.00)	\$ (200.00)	\$ (200.00)	\$ (200.00)	
Sunshine Gift	\$ (200.00)	\$ (209.51)			
Teacher's Gift	\$ (200.00)	\$ (216.30)	\$ (200.00)		\$ (200.00)
Sports Day	\$ (100.00)	\$ (78.70)	\$ (100.00)		\$ (100.00)
Jersey gift	\$ (100.00)	\$ (100.00)			\$ (91.42)
Bank Fees	\$ (100.00)	\$ (26.56)	\$ (100.00)	\$ (8.58)	
Referee Services - Basketball	\$ (80.00)	\$ (35.00)			
BC PAC Fee	\$ (75.00)	\$ (75.00)	\$ (75.00)	\$ (75.00)	
Website	\$ (20.00)	\$ (19.99)	\$ (20.00)		\$ (20.00)
Choir				\$ -	
Seismic Committee Expenses			\$ (500.00)	\$ (406.44)	
Resource Teacher Funding			\$ (200.00)	\$ (200.00)	
Check Order				\$ (171.48)	
Grand Total	\$ (41,375.00)	\$(40,399.59)	\$(15,641.00)	\$(14,213.67)	\$ (1,397.81)

SCHOOL PAC ACCOUNT

Row Labels	Actuals
Direct Donation December	\$ 1,710.00
Online Donation December	\$ 1,340.00
ADST –Knitting and Make Do Kits	\$ (960.00)
Grand Total	\$ 2,090.00

GAMING ACCOUNT

BANK BALANCE	
Current Gaming Account Balance as of March 5, 2019 (including checks written)	\$ 19,046.17
Budgeted Not Spent	\$ (10,170.00)
Available Balance	\$ 8,876.17

Recent Transactions (2/13/19 – 3/5/19)

Date	Check#	Payable To:	Amount	Category
3/1/2019	491	Imperative Education	\$ (787.50)	Safeteen

Fundraising/Grants Row Labels	2017-2018	2018-2019
	Actuals	Actuals
50/50 Raffle	\$ 701.55	\$ 623.50
Carnival Raffle	\$ 10,530.75	
Gaming Grant	\$ 6,440.00	\$ 7,704.00
Grand Total	\$ 17,672.30	\$ 8,327.50

EXPENSES	2017-2018	2017-2018	2018-2019	2018-2019	2018-2019
Row Labels	Budget	Actuals	Budget	Actuals	Budgeted Not Spent
Choir	\$ (2,840.00)	\$ (2,190.24)	\$ (3,760.00)	\$ (1,775.00)	\$ (1,985.00)
Geering Up	\$ (1,540.00)	\$ (1,540.00)	\$ (1,540.00)		\$ (1,540.00)
Grad	\$ (1,500.00)	\$ (1,495.00)	\$ (1,500.00)		\$ (1,500.00)
Saleema Noon	\$ (1,500.00)	\$ (1,417.50)			
Author	\$ (1,200.00)	\$ (840.00)	\$ (1,200.00)		\$ (1,200.00)
New Garden Beds	\$ (950.00)	\$ (950.00)			
Jerseys	\$ (950.00)	\$ (403.37)			
Safeteen	\$ (900.00)	\$ (847.88)	\$ (900.00)	\$ (787.50)	
Track and Field	\$ (660.00)	\$ (570.00)	\$ (660.00)		\$ (660.00)
Jesse Miller	\$ (350.00)		\$ (350.00)	\$ (341.25)	
Bank Fee	\$	\$ (55.27)	\$ (65.00)		\$

	(65.00)				(65.00)
Magic of Reading Show			\$ (750.00)	\$ (450.00)	
School Dance Program			\$ (1,500.00)		\$ (1,500.00)
Parent Workshop			\$ (500.00)		\$ (500.00)
School Performances			\$ (1,800.00)	\$ (580.00)	\$ (1,220.00)
Grand Total	\$ (12,455.00)	\$ (10,309.26)	\$ (14,525.00)	\$ (3,933.75)	\$ (10,170.00)

Committee / Initiative Updates

Edith Cavell Parent Advisory Council By-Laws - Allison Tredwell

Vote to approve Draft Bylaws (no feedback – posted since Dec 2018)

AGM – Proposed amendment to the announcement for nominations. Currently the bylaws say “2 meeting notice” we would like to change it to (2-month notice).

Note: We don't meet in April just March, May & June

Motion - to make amendment to bylaws

Motion: Allison Tredwell

Seconded: Zahra Sato

All in Favour - Passed

Motion - to approve amended bylaws

Motion: Brenda Brown

Seconded: Jamie Busse

All in Favour - Passed

Choir Update – Angela Yap

- 70 students (10 dropped out)
- Huge interest in Junior Choir
- Should we cap junior choir at 25 as 40 is too much
- We need a parent choir coordinator as Angela's role was just registration

Carnival Committee – Andrea Daem (Chair)

June 21, 2019 3-7pm

- Hooray for New Carnival Volunteers...
 - **Julie Friesen** – Volunteer Coordinator
 - **Jesse Ziegler** – Emergency Vehicles Coordinator
- 100 + Volunteer positions to be filled Carnival Day. Sign Up Genius (Online Volunteer Website) to go out to parents in early June.
- Don't forget to bring bottles for the Bottle Booth. They can be left in the box in the School Office.

Still Looking for...

- [Mobile Dairy Coordinator](#)

- Be the "Point Person" for the Dairy Team on Carnival Day.
- Help setup 2-3 rows of chairs for kids to sit in during milking demonstrations
- Help keep kids seated when presentations are going on.
- *Note: There will be 2 cows, a calf, a trained presenter and a facilitator.*

Hot Lunch Program – Kirsten McFarlane, Zahra Sato

Kirsten will be stepping down as the Hot Lunch Program Coordinator. Thank-you Kirsten, for being the driving force behind our lunch program for so many years.

Lunch Coordinator Job Description:

- monitor the occasional email complaints/concerns (cc'd on Eric's replies)
- check through the proposed new menus (make sure requests have been taken into consideration, ie: daily vegetarian option etc)
- check the proposed schedule to make sure there are no conflicts with Pro-D days
- at the end of the year, clear out the fridge from condiments that will expire and at the beginning of the year and get new ones
- Send out annual survey to get an idea of what menu items are working and take suggestions for new items.
- in August, touch base with Lori to determine when best to resume the program and liaise with Eric to make this happen.

Note: Pizza Day issues with kids taking their friends slips to the front to get pizza. Those children have been spoken to.

Family Dance – Clara Marasigan_(March 18, 2019)

Our Family Dance is this Friday from 6-9pm. Doors open at 5:45pm for people to come and collect their pizzas. Please tell all your friends to purchase their tickets and pizza online!

Publicity: Flyers have gone home in student planners. Posters are around the school. The Leadership Committee did a nice big poster in the hallway right outside the library. Hopefully you saw it when you came in!

Current ticket sales: As of 2pm this afternoon, there were 65 tickets sold. I'm hoping for 200 people, so please tell all your friends! We will have ticket sales at the door, but of course pizzas need to be ordered ahead of time. I will be ordering them from Fresh Slice. Online sales until Thursday at Noon.

Drinks: To be more environmentally conscious, I decided not to buy any drinks for the dance, but rather just use the PAC jugs of water that were used for Movie Night in the past. The Global Citizens Club has been reminding everyone to bring their own water bottles, so I hope that everyone does so! Just in case some people forget, I will have one flat of bottled water that will be available for purchase.

Treats: I plan to have Costco chips for sale and some candy leftover from the carnival.

Volunteers: I have a few parents helping me out. In addition, the Global Citizens Club is setting up a booth (supervised by Ms. Laudon) to promote their "Air Band for Clean Oceans" next week. They will also be helping to hand out pizzas and making sure that waste is put in the appropriate bins. There will also be a bottle collection at the door organized by Tanya.

DJ and Equipment: The DJ is a parent from Ms. Park & Bicycle's class. He is surprising his daughter, so I won't mention any names! Sound equipment is being rented from an old Edith Cavell alumni, Mark Guilaran, who is doing setup and takedown for a very reasonable price!

My husband Joel (who is a dance instructor) will lead a little Line Dance at some point (like the DJ did 3 years ago, if anyone remembers).

It really is a Cavell Family Dance! :)

Thanks everyone for your support and help in organizing, especially Jane & Lori, who have been showing me the ropes on how to organize my first ever PAC event!

Hope to see you all at the event.

Purdy's Fundraiser – Allison Tredwell

Thank you for your support so far! We have reached our minimum, and will now receive 25% of our purchase value back from Purdy's. Orders are accepted online at <https://fundraising.purdys.com/958759-63303> until April 3rd, and then order pick up will happen the week of April 15th. Please contact Allison Tredwell at cavell.dpac.rep@gmail.com if you have questions.

Chair's Report – Kate Chipperfield

1. February meeting canceled due to 12 Feb VSB snow closure. Apologies for inability to fit in a later February meeting. In lieu of regular meeting, the PAC executive met with Ms. Prodan on 19th of February to discuss some time sensitive items. Minutes of this Executive meeting were posted to the Minutes section of the PAC website. Two items of note from that meeting.

a. Carnival budget of 7600\$ start-up costs approved so vendors could be booked, deposits paid.

b. Teacher's request of further 960\$ for ADST - kits (school goal - Applied Design Science and Technology) . This expense was approved by executive.

2. Annual General Meeting of PAC scheduled for 7 May 2019. Votes for Executive committee positions will occur at this meeting, and this is a call for nominations. I will not be continuing as Chair of the PAC after August this year, and ask membership to consider nominations for the position of Chair for the 2019-20 school year. Thank you for the opportunity to represent the Edith Cavell parent community these past two years.

a. Executive positions include: Chair, Vice Chair, Secretary, Treasurer, DPAC representative and Webmaster.

b. Per our bylaws, where there is only a single nomination for a position the member will be acclaimed. No single family may hold two executive positions. Elections will be by secret ballot at the AGM in May.

3. As most of you will be aware, Eric Hamber Secondary, our catchment secondary school is also undergoing Seismic Mitigation. Although a replacement school is planned, Hamber PAC has significant concerns regarding classroom size, lack of auditorium, 50% reduction in size of library learning commons, amongst other issues. Please see Hamber PAC website<<http://hamberpac.ca/>> for updates and how to get involved. If you haven't already, please consider signing their Petition<https://www.change.org/p/eric-hamber-alumuni-pac-help-us-ensure-eric-hamber-secondary-is-built-to-accommodate-current-future-programs?recruiter=927405869&utm_source=share_petition&utm_medium=copylink&utm_campaign=psf_combo_share_abi.pacific_email_copy_en_gb_4.v1.pacific_email_copy_en_us_3.control.pacific_email_copy_en_us_5.v1.pacific_post_sap_share_gmail_abi.gmail_abi.lightning_2primary_share_opti_ons_more.variant&utm_term=share_petition> directed to Minister Fleming.

DPAC Update – Allison Tredwell

At the Dec DPAC Exec meeting, a new sub-committee was formed as a shadow to the VSB Facilities Planning Committee. This shadow group's mandate is to collect and share information regarding Facilities Planning issues and to act as a collect voice for parents. One of the first aims of the committee will be to create a document for schools who are new to the seismic process to help them self-advocate.

Another sub-committee was also struck to address childcare issues. If you're interested in being a part of that group, you can contact Shaun Kelley (DPAC chair) for more information or to be put in touch with the sub-committee chair.

Upcoming Dates:

Long Range Facilities Plan (LRFP) Q&A
Thursday, March 7, 6:30-8:30pm @ VSB

The LRFP can be found here:

https://www.vsb.bc.ca/District/Planning_and_Facilities/Long_Range_Facilities_Plan/Pages/Default.aspx

DPAC Exec
Thursday, March 14, 7-9pm @ VSB

DPAC Exec
Thursday, April 11, 7-9pm @ VSB

DPAC General - Topic: VSB Budget
Thursday, April 25, 7-9pm @ VSB

More details: <http://vancouverdpac.org/upcoming-events>

Seismic Committee Update – Brenda Brown

It was very difficult to get back to task following the break, and it seems that the Swing Site announcement has sucked the energy out of the drive within our group. Despite this temporary dip in drive, the Seismic Committee met before the Open House and put together a handout summarizing the Pros and Cons of a New Build and Upgrade. We had a table at the Open House with news articles, more information and the PIR and PDR on display.

In January Brenda submitted a request to meet with the Minister of Education, Rob Fleming, and is in a “queue” and his office will let her know when a meeting time becomes available.

The Treasury Board will be meeting in March and will be announcing the Capital spends in April. We should find out then whether or not the 7.2-million-dollar request for our Expansion is approved. If this is not awarded this April, we will have to wait another year to see if this will be funded. If we do not get this, the portables will never become a part of the school – leaving them taking up precious green play space and we will not get a 21st learning environment that supports collaborative learning - or a build that will help relieve some of the enrolment pressure in our area.

We are hoping to meet soon one more time with Minister Heyman and Janet Fraser to review our discussions since our last meeting in December. We have heard that the Vancouver MLA's will be meeting soon to discuss Vancouver specific issues with the school trustees and we would like to meet with them before this.

We think it would be great if we made one last push for Expansion letters and emails – to get the Cavell issue fresh in everyone's minds before they meet to discuss the Capital Funding projects for the year.

The school board has released a draft LRFP – (Long Range Facilities Plan) and Cavell is no longer listed as the #2 Capital request priority. We are attempting to investigate what this means for our Expansion Funding.

Action items:

- A parent requested a list of all contacts and speaking points to help with advocacy.
- A link to the LRFP on the VSB site was requested.

New Business - NONE

Adjourn

Parents social at Cambie *Biercraft* following the meeting

**Next PAC Meeting – Tuesday, May 7, 2019 @ 7pm Cavell Library

*Note: No April meeting



Douglas Park Community Association
801 West 22nd Avenue
Vancouver, BC V5Z 1Z8
2578130 www.douglaspark.ca

YOUTH WORKER REPORT-

March 5th, 2019

Item **General Overview of Current Programming Area:**

Youth Engagement and Programs

- 1.0 The Spring/Summer 2019 brochure is now available online. Registration times are as follows:
Tuesday March 12 starting at 7:00pm – online and by phone
Wednesday March 13 starting at 7:30am – in-person
Please note that Douglas Park Community Centre has shifted from distributing hard copies of the brochure to an online upload available at our updated website: <https://douglasparkcc.org/>.
Hard-copies can still be picked up at the community centre.
- 1.1 The Friday Night Fun pre-teen program has expanded since last season with 10 available seats being offered. The pre-teen program has reached full capacity at 30 youth and both programs, pre-teen and teen, have seen a positive retention of numbers and attendance.
- 1.2 Youth Café has resumed again this season. We are averaging \$50.00 in revenue per session. Local families involved in the several soccer programs running on Saturday mornings appreciate having coffee, tea, and refreshments available.
- 1.3 There is still space available in our Youth Spring Break Camps (9-12YRS):
Week 1: Monday March 18th – Friday March 22nd (9 spots available).
Week 2: Monday March 25th – Friday March 29th (11 spots available).
- 1.4 Summer leadership camp registration will start at the same time as spring/summer registration.

The Hogwarts Hoot dance had a turnout of 45 youth and we fundraised 175.00 through concession.

Item **Youth and Staff Development**

- 2.0 The Senior Youth Council is working on starting to fundraise for their philanthropic goal of the season. They have settled on raising \$200.00 for the TRRUST foundation and funding an experience opportunity for a youth in need.

Item **Community Support and Outreach**

- 3.0 Youth Program-Specific Flyers for the Winter 2019 Season have been distributed to: Edith Cavell, L'ecole Bilingue, Simon Fraser, Emily Carr, and Talmud Torah. Youth Program-Specific Flyers for the Spring and Summer 2019 season will be distributed mid-March.
- 3.1 An LGBTQIA2S+ drop-in program will begin after spring break for grades 7-12 students on Tuesdays from 3:30pm-5:30pm. A queer prom will also be planned for May 10th, but will be open only for high school students grade 8 to 12.

Item **Important Upcoming dates**

- 4.0 Saturday March 9th, 2019 – Vancouver Athletic Football Club Fundraiser
Monday March 18th – Friday March 22nd Week 1 of Spring Break Camp
Week 2: Monday March 25th – Friday March 29th Week 2 of Spring Break Camp

Respectfully Submitted,

Riya Bhagyashree Talwar
TFT Community Youth Worker

