

Edith Cavell Elementary School
Parents Advisory Council (PAC) Annual General Meeting
October 2, 2018

Meeting Welcome

Review and Approval of Last Meeting's Draft Minutes (June 5, 2018)

Motion to Approve June 5, 2018 Minutes:

First: Chenoa Pamer

Second: Zahra Sato

All in Favour: Passed

Call for New Business Agenda Items

- Seismic Sub-Committee
- Family Dance

Douglas Park Liaison Report- Riya Talwar

Youth Programs

- Relaunched Youth Café (9am-1pm Saturday)
- Run by the Youth Council
- Youth Fall Brochure – contains programs until December

Playground Update

- Completion end of October
- Delay - equipment was shipped to wrong location

Youth Counsel

- Wednesdays
- Juniors 4-5pm
- Seniors 6-7:30pm

Pre-Teen Dance

- Friday, October 26
- Grades 5-7
- \$5 Admission

See Douglas Park brochure attached to last page

Fundraising Committee – Megan Guenter

Proposed Fundraisers based on Fundraising Schedule:

- Walk-A-Thon – Potential to replace Direct Donation
- Costume Swap (Oct) - Need volunteer to coordinate

- Volunteer: Angela Yap
- Family Photo Night
 - Proposed Date: October 29-30
 - 4-7:45pm (Check with Ms. Fung & Co. can we start at 3:30pm)
 - 15 slots/ night
 - Sitting fee is ours to keep - Last year's sitting fee (\$40)
 - Each family gets a free 8 x 10 - pay for other photos
- Holiday Wreaths (Nov)
 - Easy fundraiser last year made \$628
 - Megan to Coordinate
- Movie Night
 - 2-3 more before license expires (Nov, Jan)
 - Pizza Dinner Pre-Order/Tickets at the Door
- Family Dance - Coordinator Clara Shih Marasigan
 - Feb 15 – Coincide with Family Day
 - Ashley knows a DJ, she will follow up
- Purdy's Order (Easter) – under consideration
- Plant Sale (Mother's Day/April)
- Raffle (May)
- Carnival (June)
- Spirit Wear
 - 2 designs presented
 - Concern that Edith Cavell wouldn't own the rights to the design. Megan will investigate and let the PAC know in November.
 - Not a fundraiser as design is included in price. Price is retail not wholesale.
 - Please review current logos and send comments and alternatives to Megan Via pacsecretary1@gmail.com.
 - Comments were mixed ie: important for kids to be a part of decision (they should be positive about design), should be "one off" and just do it verses should be final logo and done right, should be wholesale and used for fundraiser etc...



- Direct Donation – Jane
 - VSB implemented new procedure for distributing tax receipts to parents
 - Direct Deposit funds to go directly to school account
 - Treasurer will continue to manage PAC and gaming accounts and will work with school administration on donations sent via the school donation link
 - No campaign this year instead a donation link will appear on the PAC Website.
 - Parents not desiring a tax receipt can donate directly to the PAC as before
 - Parents can donate at any time. Parents will be informed of the link. Link will be operational all year.
 - Parents Suggested:
 1. Invitation to donate to be sent to Cavell Community via email
 2. Donation letter to go home in planners

Principal's Report – Ms. Lori Prodan

Seismic Upgrade Project for Cavell:

- Upgrade of existing building
- Construction expected to begin in Spring 2020
- Cavell students will attend Champlain Heights Elementary and MacCorkindale Elementary during construction
- Expected completion of project is Fall 2021
- Kindergarten to Grade Seven students will be bussed to the temporary spaces from Cavell and back to Cavell

A meeting will be held in the near future for parents to meet with members of the Vancouver Project Office and VSB District staff. Lori will communicate the date and time of the meeting to parents/guardians via email.

Questions may be submitted to Lori to provide to the Vancouver Project Office staff in advance of the upcoming meeting.

Treasurer's Report – Jane Liang

TREASURER's REPORT October 2, 2018 SAVINGS ACCOUNT

| | |
|---|---------------|
| Current Savings Bank Balance as of October 2, 2018 (including all checks written) | \$ 22,228.32 |
| Budgeted Not Spent | \$ (1,736.05) |
| Available Balance | \$ 20,492.27 |

GAMING ACCOUNT

| | |
|--|----------------|
| Current Gaming Account Balance as of October 2, 2018 (including checks written) | \$ 14,652.42 |
| Budgeted Not Spent | \$ (11,775.00) |
| Available Balance | \$ 2,877.42 |

SAVINGS ACCOUNT FUNDRAISERS

| FUNDRAISERS | 2017-2018 | 2018-2019 |
|-------------------------------|---------------------|------------------|
| Direct donations | \$ 9,834.30 | |
| Hot Lunch | \$ 9,194.10 | |
| Carnival | \$ 7,952.82 | |
| Family Photo Night Fundraiser | \$ 1,240.00 | |
| Plant Fundraiser | \$ 797.97 | |
| Stong's Market | \$ 772.34 | |
| QSP | \$ 655.14 | |
| Wreath Fundraiser | \$ 628.36 | |
| Movie Night | \$ 613.96 | \$ 213.22 |
| Halloween Costume Swap | \$ 499.00 | |
| SPUD | \$ 407.03 | |
| Parent 50/50 Donation | \$ 404.55 | |
| Wolfe Casino Night | \$ 402.50 | |
| Mabels Label | \$ 139.24 | |
| StaySafe | | \$ 260.93 |
| Grand Total | \$ 33,541.31 | \$ 474.15 |

GAMING ACCOUNT FUNDRAISERS/GRANTS

| | 2017-2018 | 2018-2019 |
|--------------------|---------------------|-----------|
| Row Labels | Actuals | Actuals |
| 50/50 Raffle | \$ 701.55 | |
| Carnival Raffle | \$ 10,530.75 | |
| Gaming Grant | \$ 6,440.00 | |
| Grand Total | \$ 17,672.30 | |

SAVINGS ACCOUNT PROGRAMS/EXPENSES

| | 2017-2018 | 2018-2019 | | |
|--|---------------|---------------|---------------|--------------------|
| PAC PROGRAMS/EXPENSES | Actuals | Budget | Actuals | Budgeted Not spent |
| Earthbites | \$(10,800.00) | | | |
| Teacher's Wish List - Intermediate IPADS | \$ (8,884.00) | | | |
| Classroom Funds | \$ (4,830.00) | \$ (4,830.00) | \$ (4,830.00) | |
| Field Trips | \$ (4,830.00) | \$ (4,830.00) | \$ (4,830.00) | |
| Bookworm Awards | \$ (2,100.00) | \$ (2,100.00) | \$ (2,100.00) | |

| | | | | |
|--|----------------------|----------------------|----------------------|----------------------|
| School Performances | \$ (1,800.00) | | | |
| School Dance Program | \$ (1,500.00) | | | |
| Teacher's Wish List Primary Reading Books | \$ (1,100.64) | | | |
| PAC to PAC donation | \$ (1,000.00) | | | |
| Teacher's Wish List Upgrade Library Desktops | \$ (571.40) | | | |
| School Assistance Fund | \$ (500.00) | \$ (500.00) | \$ (500.00) | |
| Hamber Student Bursary | \$ (500.00) | \$ (500.00) | | \$ (500.00) |
| Active Friends | \$ (500.00) | \$ (500.00) | \$ (500.00) | |
| Hot lunch supplies | \$ (68.30) | \$ (400.00) | \$ (119.95) | \$ (280.05) |
| Munchalunch Fee | \$ (336.00) | \$ (336.00) | | \$ (336.00) |
| Welcome Back Coffee | \$ (118.19) | \$ (250.00) | \$ (142.56) | |
| PAC Meeting babysitting | \$ (200.00) | \$ (200.00) | | \$ (200.00) |
| Sunshine Gift | \$ (209.51) | | | |
| Teacher's Gift | \$ (216.30) | \$ (200.00) | | \$ (200.00) |
| Bank Fees | \$ (26.56) | \$ (100.00) | | \$ (100.00) |
| Jersey gift | \$ (100.00) | | | |
| Sports Day | \$ (78.70) | \$ (100.00) | | \$ (100.00) |
| Referee Services - Basketball | \$ (35.00) | | | |
| BC PAC Fee | \$ (75.00) | \$ (75.00) | \$ (75.00) | |
| Website | \$ (19.99) | \$ (20.00) | | \$ (20.00) |
| (blank) | \$ - | | | |
| Resource Teacher Funding | | \$ (200.00) | \$ (200.00) | |
| Grand Total | \$(40,399.59) | \$(15,141.00) | \$(13,297.51) | \$ (1,736.05) |

GAMING ACCOUNT PROGRAMS

| | 2017-2018 | 2018-2019 | | |
|-----------------------|-----------------------|-----------------------|--------------------|-----------------------|
| Row Labels | Actuals | Budget | Actuals | Budgeted Not Spent |
| Choir | \$ (2,190.24) | \$ (1,760.00) | | \$ (1,760.00) |
| Geering Up Workshop | \$ (1,540.00) | \$ (1,540.00) | | \$ (1,540.00) |
| Grad | \$ (1,495.00) | \$ (1,500.00) | | \$ (1,500.00) |
| Saleema Noon | \$ (1,417.50) | | | |
| Author | \$ (840.00) | \$ (1,200.00) | | \$ (1,200.00) |
| New Garden Beds | \$ (950.00) | | | |
| Jerseys | \$ (403.37) | | | |
| Safeteen | \$ (847.88) | \$ (900.00) | | \$ (900.00) |
| Track and Field | \$ (570.00) | \$ (660.00) | | \$ (660.00) |
| Jesse Miller | | \$ (350.00) | | \$ (350.00) |
| Bank Fee | \$ (50.32) | \$ (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) | | \$ (1,800.00) |
| Grand Total | \$ (10,304.31) | \$ (12,525.00) | \$ (450.00) | \$ (11,775.00) |

- Direct donations update - PAC donations go directly in school account. PAC can get report from Lori and advise which programs to spend it on.

- Proposal to put a link to make direct donation on PAC website. Treasurer will get report from Principal of direct donations so that PAC can advise which programs to fund.
- Just received confirmation of 2018-2019 gaming grant. Cavell PAC will receive \$7704.
- Teacher's Wish List – mostly funded. Outstanding items are set of IPADS (10K), Honorarium for Indigenous guests (\$500) and ADST Kits (approx. \$1500). There may be a proposal from the Gardening Committee for a wish list.

Call for Division Parents

- Division Parents facilitate communication between the parents in their class and the PAC. They attend PAC Meetings and bring back relevant information to their class.
- A link to PAC Meeting Minutes are sent to the Division Parents monthly for distribution to parents (via email.) They are encouraged to highlight any information deemed particularly relevant to their class. Also, Division Parents coordinate Christmas and End of Year presents for their teacher

Div 14 – **Needed**
 Div 13 – Sarah Hymayum
 Div 12 – Angela & Zahra
 Div 11 - **Needed**
 Div 10 – Ashley Robinson/ Melanie Wong
 Div 9 – Tyler Johnson/ Brigette Gemme
 Div 8 – Sasha II/ Elsa
 Div 7 – Megan Guenter
 Div 6 – Tyler Johnson, Zahra Sato
 Div 5 – Evy Miki
 Div 4 - **Needed**
 Div 3 - **Needed**
 Div 2 - **Needed**
 Div 1 - **Needed**

Nomination to DPAC Executive (Allison Tredwell)

Our DPAC Rep would like to run for DPAC Exec to serve as an executive on the DPAC. Thank you Allison.

Motion to vote Allison Tredwell as nominee for DPAC Exec:

Motion: Ashley Robinson

Second: Indy Diocee

All in Favour: Passed

The roles, duties and responsibilities of elected DPAC representatives vary but generally, DPAC representatives:

- Act as a liaison between the PAC and DPAC by attending DPAC meetings
- Communicate and obtain information to and from PAC
- Bring forward issues that may be common to more than one school

DPAC Representative Update

Discussion: Thursday, October 4, 2018 – 6:30 start

School Trustee Candidate Forum

Sir Charles Tupper School

<https://www.eventbrite.ca/e/dpac-vsbt-trustee-candidate-forum-tickets-49766682487>

Seismic Committee – Brenda Brown to Chair

- Collect feedback from Cavell parents on the proposed arrangements for replacement school during construction and facility planning
- Determine plan to communicate concerns of seismic upgrade to VSB, City of Vancouver planning, Ministry of education, DPAC and other parties as needed
- Act as Liaison between Cavell parents/PAC and above

If you are interested in joining the Seismic Committee, please email Brenda at <mailto:brendakb@shaw.ca>

Agenda Items Tabled for next PAC Meeting in November

- Choir Update
- Carnival Committee
- Hot Lunch
- Development application
- Winter Concert
- Chair Report

Cavell Carnival 2019

- Date: Friday, June 21, 2019

Chair's report – Submitted for information - Kate Chipperfield

Welcome back!

- **Thank you's:**
- Thanks to Jane Liang and Volunteers for a great welcome back movie event.
- Also to Andrea Daem and Rekha and volunteers for June's carnival. We'd like to thank Rekha as she steps down from Co-Chair of Carnival committee. Jane Liang will Co-Chair with Andrea for 2019.
- Thanks to Michelle Yeung, whose Food Safe training allows us to have the Fruit and Veggie program for our school again this year. Thanks to Brenda for organizing

- We have ongoing need for volunteers throughout the school year. Please email pacsecretary1@gmail.com and tell us the committee, event or initiative you are interested in, and we will put you in touch with the correct person.
- Hot lunch (M-Th)– Zahra or Kirsten
- Movie nights or Fundraising proposals –Megan.
- Carnival – Andrea or Jane
- Fruit and Veggie Program (Wed mornings)– Brenda

Borstal Association Housing Development at 554 west 21st Ave:

- This is an existing house or community residential facility (CRF) that hosts 15 men on conditional release, and has been open for 70 years in our area. Nathan Rock is the Executive Director.
- Currently (and future) this CRF will not house any individual involved in organized crime or sexual offences. Individuals housed will have proven track record of following their correctional plan, will have shown an intent to rebuild themselves in the community and are men with existing ties to the community through family, work or schooling. The CRF establishes relationships with potential tenants early in their sentence so CRF staff knows who to expect, and what to expect from them.
- Borstal Assoc has put forward a proposed development plan of 27 beds and 2 affordable housing units, which will be 7,754 square feet of floor area and one level underground parking accessed from Tupper Street. With the additional beds and the 2 affordable housing units, the men who have finished their transition can continue to stay in the facility for longer and benefit from the continued support and supervision. Currently, they are being pushed out because the staff need the beds for men on conditional release. As well, the 15 men have to share rooms and have very little privacy. With the new facility everyone will have a private room. The numbers will remain the same at 15 on conditional release but could expand to a capacity of 29. (extra 14 men will have finished their conditional release.)
- For more information, contact Mr. Rock, view brochure, or see website
- <http://www.bcborstal.ca/dick-bell-irving>
- Thanks to former Cavell parent Andrea C for helping gather this information.

Over-capacity enrollment, Seismic mitigation and what we can do as Cavell parents:

- The recent ministry announcement of Seismic renovation is obviously of interest to all families. We are hearing initial concerns from Cavell parents about the plan for bus transport to two different schools and the distance to the chosen schools. At present Cavell is enrolled at 122% of physical capacity. You may not know that the Seismic mitigation project -Ministry of education - is funded solely to ensure the safety of kids, but does not address capacity issues or community growth. This issue is in the hands of the Vancouver School Board Facilities and Planning

group. Since we have been made aware that our school has been slated for renovation with respect to Seismic mitigation, and that we may expect an announcement of go-forward date soon, now is the time to advocate for expanded capacity in our school building. For more information, see VSB website https://www.vsb.bc.ca/District/Planning_and_Facilities/Pages/default.aspx.

- We plan to hold a meeting between Cavell parents and the Seismic project group as soon as can be arranged. This will give us an opportunity to hear plans and provide our feedback.
- We have also discussed off-line among the PAC executive, a subcommittee to work on this issue. At present we plan to develop an on-line petition to send to VSB, and a template letter that could be emailed to Mr. De Hoop in Long Range Facilities Planning at VSB. The latter is to address concerns of increased capacity with seismic renovation. Participation in any of these is of course optional, and we will be sure that the wording is such that the message is from the undersigned individual parents, not the Cavell PAC as a whole.
- If you have other ideas for advocating to VSB Facilities, please contact me, cavellpacchair@gmail.com or [Brenda Brown, chair of Seismic subcommittee](#).

Q & A - Between Lori Prodan (Principal) and Kevin Harris (Parent)

- Kevin asked the Lori a question about process with respect to the September 28 funding announcement. How it was decided that in addition to the release of funds, that the swing site had been established and the timing finalized without discussion with the school community. He also asked if there had been PAC input.
- Lori responded that she did not know how the process had worked and was unaware of the details until either September 27 or 28, 2018 when she was called to attend the announcement at Wolfe.

Adjourn

Parents social at Cambie *Biercraft* following the meeting

****Next PAC Meeting – November 6th @ 7pm Cavell Library**

BAKERS DOZEN 9-12YRS

Marsha Baeva

Join Marsha for an afternoon of baking. Bring a container to take extras home to share with your friends and family. Cupcakes, cookies, and puddings are examples of some of the treats you will make! No class Oct 8th & Nov 12th.

Mo 3:00pm-5:00pm
\$70/3 sessions
Mo 3:00pm-5:30pm
\$66/3 sessions

Sept 18-Oct 26
Activity # 101499
Nov 1-Dec 30
Activity # 101500

CHEF'S 9-13YRS

Paul Page

Cooking is a skill that develops over time. Come hang out with our staff and learn various cooking skills and recipes. Be part of the preparation, eating, and clean-up!

Th 4:00pm-6:30pm
\$30/3 sessions
Th 4:00pm-8:30pm
\$33/3 sessions

Sept 6-Oct 25
Activity # 101501
Nov 1-Dec 31
Activity # 101502

OPEN GYM 10-13YRS

The gym is available to organize a half-court game, dodge ball, or line tag. Staff is available for emergencies, however, there is no one around to organize your play.

Fridays 5:00pm-8:30pm
FREE

Sept 14-Oct 21
Activity # 179454

JR. YOUTH COUNCIL 10-12YRS

Riya Talwar

The Junior Youth Council meets weekly on Wednesday's after school. The group will work on helping to organize pre-teen dances, support community events through volunteering, and participate in some fundraising for a local charity. Light Snacks are provided!

Wednesdays 4:00pm-5:00pm
FREE

Sept 5-Dec 19
Activity # 101544

PRE-TEEN FUN!

FRIDAY FUN

DOUGLAS PARK CC
6-9PM

| | |
|--------------|----------------------|
| September 7 | Movie and Popcorn |
| September 14 | Swimming |
| September 21 | Ice-Skating |
| September 28 | Karaoke |
| October 5 | Swimming |
| October 12 | Cooking and Gym Time |
| October 19 | Stanley Park Train |
| October 26 | NO PROGRAM—DANCE |
| November 2 | Ice-Skating |
| November 9 | Movie and Popcorn |
| November 16 | Hang-Time in the gym |
| November 23 | Swimming |
| November 30 | Cineplex Movie |
| December 7 | Stanley Park Train |
| December 14 | Gingerbread Houses |
| December 21 | Ice-Skating |

Come hang out with our youth staff! We will be going on out-trips and completing some activities on site. Fee is calculated on \$2.00/week and includes all out-trips! Consent forms required from all participants. No program Oct. 26th.

R.A.L.L.Y.

WE STILL HAVE SPACE!

Afterschool Program

RECREATION, ADVENTURE, LEARNING, LEADERSHIP, & YOUTH
Paul Page

Join our R.A.L.L.Y. leader for an afterschool pre-teen program. Students in grade 4 to 7 welcome. Weekly themes include leadership, teamwork, goal-setting, group discussion, critical thinking, multimedia, and outdoor adventure and recreation. Light snacks provided. Full-time fees include Pro-D day and Non-Instructional day activities. Contact Paul Page at paul.page@wncoucover.ca for more information.

Monday-Friday 3:00pm-6:00pm Sept-June

PRE-TEEN DANCE!

This is a special event being organized by our youth staff and leadership students. Staff will be on site to support all participants to have a fun and exciting experience!

Event is for Grade 5 to Grade 7 Students!



FRIDAY OCTOBER 26TH, 2018
DOUGLAS PARK CC GYM
7:00PM-8:45PM

\$5 AT THE DOOR

Costumes are encouraged!

EDUCATIONAL

Red Cross Babysitting Training 11-yrs

Explore the business of babysitting, learn how to create safe environments, and gain first aid skills. Please bring yourself a lunch, a yoga mat, and a medium sized stuffed animal.

Saturday 8:30am-3:30pm Nov. 10
\$70+GST/1 session

Red Cross StaySafe! Course 10-yrs

Gain the skills and confidence to handle emergency situations on your own! Opportunity to gain first aid skills. Active role-play!

Saturday 8:30am-3:30pm Nov. 10
\$70+GST/1 session

PRO-D-DAY TRIPS

Sept 24th 8am-5pm
Kayaking 8-12yrs
RALLY Guide #1021771 \$80.00
RALLY Paid-Time #1011772 \$80.00

Sept 26th 8am-5pm
Kayaking 8-12yrs
RALLY Guide #1021774 \$80.00
RALLY Paid-Time #1021770 \$80.00

Oct 19th 8am-5pm
Watermania 8-12yrs
RALLY Guide #1017701 \$45.00
RALLY Paid-Time #1017702 \$25.00

Nov 9th 8am-5pm
Cineplex Movie 8-12yrs
RALLY Guide #1017704 \$45.00
RALLY Paid-Time #1017705 \$25.00



Hi there! My name is Riya and I will be the temporary full-time community youth worker at Douglas Park Community Centre for the Fall 2018 season. I am so excited to have the opportunity to work with the youth in this community! I hope to see your friendly faces around the community centre and in our awesome youth programs soon!

CONTACT US

Douglas Park Community Centre
801 W. 22nd Ave
T. 604.257.6951



DOUGLAS PARK COMMUNITY CENTRE

DOUGLAS PARK Community Centre



FALL 2018

YOUTH