

## PAC Meeting Minutes

November 8, 2023

6:30pm start, 8:13pm end

In person in the Library at Cascade Heights

### Meeting Minutes

1. Round table introductions
  - a) President: Arvind G.
  - b) Vice-president: vacant
  - c) Treasure: Missy D. (absent)
  - d) Secretary: Charmaine G.
  - e) DPAC Rep: Sandra R.
  - f) CPF Rep: Brandi R.
  - g) Hot Lunch Committee: Vivian P. (absent)
  - h) Events and Fundraising Committee: Michelle L., Tiffany C and Ken C. (absent)
  - i) Emergency Preparedness: Peter (absent)
  - j) Members at Large: Christine L. and Tracy C.
  - k) Cascade Principal: Mr. F. De Vita
  - l) Head Teacher: Ms. R. Kerluke
  - m) Parents in attendance- Shafi
  
2. Approval of October 2023 Minutes  
Approval of Nov 2023 Agenda- Tracy and second by Christine
  
3. Principal's Report
  - Div 8, 9, 12 to have Owls to visit classroom
  - Nov 8th, kindergarteners went to Van Dusen
  - Nov 10th, Remembrance Day assembly
  - Nov 13th, Holiday Monday
  - Nov 16th, Photo retake, Div 6 Art Gallery Field Trip
  - Div 1 and 4 time to shine presentation
  - Nov 21st end of volleyball season
  - Nov 27th, babysitters course
  - Nov 23rd, grades 4-7 Young People's Concert and Girl's Rec volleyball playday
  - Nov 24th Pro D day

- Yearly, every school needs two goals, this years goals are numeracy (assessment consistency) and self awareness and resiliency
- Nov 27th-30th Emergency Preparedness week - many drills planned for week
- Dec 1st - grade 6 immunizations
- Dec 15th - band performance
- Dec 20th - pancake breakfast
- Dec 21th - last day of school, digital report card
- Feeding Futures grant \$9000 obtained, will be used to upgrade snacks available in the office then perhaps later hot lunches for families that cannot afford the program
- Extreme weather closures will be posted by 6:30 am on Burnaby School Board website
- Vandalism - several windows broken recently at the school, apparently police had charged someone who was responsible
- New security system and cameras to be put in, that will provide better visuals
- Discussion of potential French Quebec District trip, but not sure yet

#### 4. Head Teacher's Report

- PAC kitchen cleaned up
- haunted house colouring contest was a success
- Remembrance day ceremony - each class made a wreath
- Cascade Twitter (X) page is running again
- Parking issues - EA's that start at 9 b/c parents are parked in their spot, new sandwich boards ordered to state "no student pick up or drop off" to be placed at the two parking lots  
YMCA parking lot should only be used for drop off/pick up of YMCA kids
- Speeding in front of the school, perhaps a call out for volunteers for crosswalk, Mr. Devia has been supervising outside in the mornings
- Babysitter's course to occur Nov 22nd, originally was supposed to be just for grade 7's however not enough to fulfill course, so opened registration up to Grade 6's who are 11 at the time, now the course is full at 25 students
- grade 7 camp fundraiser - Adult Trivia Night potentially Friday, Feb 2nd tickets planned to be \$20, including pizza/chips, sell pop/water for \$
- grade 7 camp- March is when the forms are sent home, possible two installments, want to get all fundraising done as much before March to have better numbers for cost

5. President's Report

- need co chair or vice president
- need co chair for hot lunch
- emergency preparedness - Peter, voted in by Brandi and seconded by Tracy
- pancake breakfast Dec 20th

6. Financial Report

- Gaming Grant \$13703.33
- General account approx \$7300
- Pancake breakfast expected to cost approx \$1500, instead of giving books each student as a gift, this year will funds to donate to library
- Classroom consumables to be given \$5 per student (this can be paid lump sum)
- field trips \$15.00 per student, teachers to fill out form and PAC can pay invoice, these costs can be taken from gaming account and cannot be lump summed
- Gaming grant cannot be used for teacher's consumables, however it can come from Gen Ops accounts and can be managed by Courtney
- 
- AV upgrade funds we have \$873, need approx \$5000
- Frankie to ask if we need to have specific suppliers
- ADST Program Suppliers (Stem) have \$400, can be given to Kerluke to use
- Grade 7 allocated \$250 from Gaming Grant
- Budget approved, motion by Sandra and Brandy

7. CPF Report

- Meeting was on Oct 26th
- Ecole Des Loisirs was discussed, however no updates
- Fete des Arts- schools should be picking soon and submitting their requests before January
- Patinage Avec Bonhomme (ice skating) to be moved to Feb, free to CPF families or small fee for non-members
- French lessons for parents has begun and runs Oct-Nov and Jan-Feb
- French Film festival - date not confirmed. Metropolis cannot confirm until Nov.
- BBQ is unconfirmed, hoping for Confed park

- French Summer camps, location TBD
- CPF website does not work
- CPF Scholarships was \$250 in the past but possible increase, scholarships to be given out, 1 each to Alpha and Cariboo and 2 to Moscrop

8. DPAC

- introduction to Educational Technology program, K to Grade 12
- 4 modules to be available
- modules for what parents can do at home too
- Any info shared during DPAC meetings will be added to Cascades webpage

9. Movie Night

- Oct 27th, Addams Family 2
- over 200 people attended
- total revenue \$873, expenses \$344, net \$529
- AV issues, remote was on top of AV and the video had issues initially
- DVD donated to library

10. Halloween Hot lunch

- teachers had to hand out pizza
- boxes didn't have names of students
- boxes had codes on it, but no names

11. Special hot lunch for day before Christmas Break

- Thursday
- the more labelling the better for any vendor we use
- in next newsletter, to remind students to bring snacks on Hot lunch days

12. New Business

- Snack bar Nov 16th
- Grade 7 bakesale, likely either Wed 13th, maybe use empty portable, set up tables, run @ lunch and afterschool

Cascade Heights Elementary Parent Advisory Committee (PAC)

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- Christmas Silent Auction - 16 donations  
run online for a couple weeks on 32 auctions website
- Movie night #2 - Jan 26th
- Pancake Breakfast

### 13. Action Items

- In next PAC newsletter, remind parents to pack students with snack for Hot Lunch Days as no snack is provided
- Discuss with Treasurer how to pay teachers for consumables
- Mr. Devita to check if we can use any suppliers for AV sound system, or from a designated list from school board.

Meeting adjourned 8:13pm