

## PAC Meeting Minutes

November 19, 2024

6:30pm – 8:30pm (In person in the Library at Cascade Heights)

### Meeting Minutes

Start 6:35pm

#### 1. Round table introductions

- a) President: Arvind G. (absent)
- b) Vice-president: Vacant – Acting Vivian P.
- c) Treasure: Piriya
- d) Secretary: Charmaine G.
- e) DPAC Rep: Sandra R.
- f) CPF Rep: Brandi R. and Tracy C.(absent)
- g) Hot Lunch Committee: Vivian P.
- h) Events and Fundraising Committee: Michelle L.and Tiffany C.
- i) Emergency Preparedness: Peter (absent)
- j) Members at Large: Christine L. (absent)
- k) Cascade Principal: Mr. F. DeVita
- l) Head Teacher: Ms. R. Kerluke
- m) Parents in attendance: Irina, Fayaz

#### 2. Approval of October 2024 Minutes

Motioned by Sandra, seconded by Brandi

#### 3. Principal's Report

- November:
  - 4th Bears presentation Div 17 & 19
  - 6th Grade 6 immunizations
  - 8 th Remembrance Day assembly Photo re-take day
  - 11th Remembrance Day no school
  - 19th Boys Vball play day @ Moscrop
  - 20th Div 6 field trip to Art Gallery
  - 21st Girls Vball play day @ Moscrop
  - 22nd Pro D no school for students
  - Week of 25th Emergency Preparedness week
  - 25th Young People's Concert #1 grades 4-7
  - 26th Div 5 & 7 skating
- December:
  - 3rd Div 8 & 9 skating

6th Div 9 & 13 OWL  
10th ,11th and 12th Winter concerts afternoon 1:00pm and evening 6pm  
16th Learning updates published New Family Portal  
17th Div 6, 10 and 11 skating  
18th Breakfast with Santa  
19th Holiday Bingo  
20th Band concert and last day of school before winter break  
- January  
6th school resumes  
24th movie night  
- February  
21st Carnivale

On going student programs:

- \*Volleyball Season has started boys game day Tuesday girls game day Thursday
- \*Young Rembrandts
- \*City of Burnaby: multi sports, lego Mania
- \*Professor Puffin's Challenge Club
- \*Math Challengers
- \*JJ homework club Monday's after school

#### 4. Head Teacher Report

- Sandwich program at lunch in the gym kitchen is ongoing, kids are not bringing a lunch or enough food, some are eating their lunch at recess
- Funding for the Sandwich program is thru Feeding Futures (about 9 thousand), Ms. Kerluke takes the funds and picks up sandwich meat, veges and bread from Costco
- intermediate kids make their own sandwiches, while primary kids are assisted by Ms. Kerluke
- consistently feeding 5-10 kids every day
- Costco Club still ongoing, kids pick up donated food to take home
- apples are offered for free at the office
- also Firefighter donation program give snacks and juice boxes 3 times per year
  
- French Carnival to be held with support by Ms. Kerluke - Feb 21st afternoon
- Grade 7's will do leadership activities for French Carnival

#### 5. Voting for Vacant Positions

- Irina Roman would like to be Vice Chair

Nominated by Vivian, seconded by Brandi, approved by all

- Fayaz would like to be Hot Lunch Assistant

Nominated by Vivian, seconded by Brandi, approved by all

## 6. Snack Shack Update

- update by Brandi
- last week they split the intermediates into two groups b/c too many kids at once, divided by North and South side of the school
- however it did not go well as there was confusion and kids from both sides still came
- need more volunteers for Snack Shack on Thursdays, volunteers can come and stay for as long as they can for the duration of the Shack being open

## 7. Pancake breakfast

- update provided by Vivian
- could not get outside volunteers (ie. Lions Club) to help out
- got quotes from Fuel, Denny's, McDonalds
- McDonalds was able to quote the best price for party trays of cooked pancakes
- McDonalds pancakes, coffee, syrup, cutlery, plates, candy canes, juice boxes and a limited quantity of oranges
- Gluten free pancakes will be made by PAC the morning of
- \$1600 towards to pancake breakfast - voted as PASSED by PAC
- 480 students, strong start kids, staff, volunteers
- kids will be encouraged to wear pajamas

## 8. Saleema Noon

- kerluke paid for the Saleema Noon program last year and facilitated the sexual health program at Cascades using the program
- cost was \$150 and was valid for one month
- last year's focus was on puberty and sex education, it was a detailed program.
- this year Ms. Kovac is the gym and health educators
- this year, Ms. Kerluke and Ms. Kovac are willing to team up and do the program for the kids and use the Saleema Noon material
- updated by Charmaine, cost for Saleema Noon is \$600+ tax for two days of presenters that would cover grades 4-7 only.
- discussed whether this is an option to have Saleema Noon presenters to just teach grade 4-7, then have Ms. Kerluke and Ms. Kovac teach the primary kids- no opinions on this came up
- discussed the cost of having the Saleema Noon people attend Cascades this year and since a detailed sex education was provided last year, this year can be a not so in depth discussion on sexual health according to Ms. Kerluke

-PAC voted to hold off on getting Saleema Noon come this year, and will consider it for next year for a in depth discussion instead

## 9. Financial Report

- Consumables - 477 enrolled students, \$5 per student  
New teachers will receive an additional \$50, \$100 per non-enrolled teacher  
\$3185 total for consumables  
motioned by Vivian, seconded by Sandra - APPROVED by PAC
- General account about \$27K, hot lunch vendors need to be paid still, \$12K in gaming account
- cash float \$200
- baby sitting float \$60
- beginning balance in Sept was \$11K
- profit from hot lunch \$3K expected
- movie night profit projected \$300
- Purdy's projected profit \$700
- snack shack projected \$....
- gym AV upgrade - \$2873 is allocated
- gym balls bill to come from Courtney shortly
- consumables allocated next year \$2500
- upcoming expenses payout to 2024/25 consumables
- upcoming expenses food safe certificate for two people \$200
- Ms. Griffiths provided a quote \$271.38 Long and McQuade for Christmas concert
- \$500 Teacher treat day for 2 events - one in January/February, one at Easter  
motioned by Vivian, seconded by Michelle, APPROVED by PAC

## 10. DPAC

- update by Sandra
- Trustee updates:

Working on Strategic plan around priorities in school district, parent and care givers are encouraged to share their feedback. Details: The current 2019-2024 Strategic Plan is coming to an end. The Strategic Plan is the document that guides the School District's priorities for the next 5 years. The Board of Education sent out a survey on Nov. 12 to allow all parents/guardian to share their feedback and what they would like to have included in the next Strategic Plan. All responses are confidential and anonymous. Please complete before Nov. 25. Link:

[https://docs.google.com/forms/d/e/1FAIpQLSfm27-NsH4r2-lvdRcdUN7K-qK2pTr-cxbA0ue3eCQIN\\_KJSA/viewform](https://docs.google.com/forms/d/e/1FAIpQLSfm27-NsH4r2-lvdRcdUN7K-qK2pTr-cxbA0ue3eCQIN_KJSA/viewform)

Policy manual review underway

Challenges around building initiatives being based on actuals not projections & operational dollars for portables issues were discussed in trustee meetings

If you want to learn more about what is happening in our School District there are Monthly Committee of the Whole (C.O.W.) meetings. Anyone can attend the PUBLIC portion of these online meetings. Just email the school district in advance to get the webinar link.

<https://burnabyschools.ca/board/board-committees/>

- Financial Support- Costs have been going up and we know some families are really struggling to make ends meet. The "Feeding Futures Fund" and the "Student & Family Affordability Fund" are additional monies the provincial gov't has provided to school districts to help families with essential costs such as food, school supplies/fieldtrips, and other necessities. If you, or someone you know, needs additional financial support, please contact the school principal/teacher/staff. Requests will be managed in a way that respects privacy.

- Show and tell:

Ecole Brantford has winter market Dec 6,3-7 pm, over 30 vendors, kids activities, raffles etc.

Canada post grants for secondary schools (deadline is Feb)

Grant from TD of 3k to build a garden (12th street)

## 11. CPF report

- meeting held last night
- speaker French to Go, lives in Saanich, exchange program for French Immersion students, match kids with personality, the kids will stay with each other, not a switch, but French child would be in an English class, 2-3 month during school year (\$2800) plus air fare, insurance plus application for \$150
- membership for CPF is free, giving away gift cards chance to win
- skating is still planned, but depending on funding
- French film festival, cineplex no longer offering discount, may do Willingdon church hall rental
- Family movie nights at Jubilee Church
- French for parents - advanced classes were cancelled, beginner classes had high demand (classes had to be split)
- next meeting Dec 10th

## 12. Hot Lunch

- update by Vivian
- Fayaz will jump in while Vivian is gone on vacation
- Vivian planning for next term
- cannot do twice per week due to manpower
- may do hot lunch an extra day per month (ie. Takara Sushi on Wednesday)
- Fuel tin foil bags are not being rolled up nicely, food is falling out
- Frankie said Stuffies was well received
- Agra will sort for free now, vote to have Agra back in, chicken strip will be cut down to 4 for \$7
- Stuffies will be tried again next term

### 13. Movie night

- planned for Jan 24th, 2024

### 14. New Business

- Mr. Devita identified a need for small tables and chairs for Emergency Preparedness
- Planned Walkathon combined with PAC donation will likely cover new AV system

### 15. Action items

- Mr. Devita to get a price quote for the 5 tables and 20 chairs and submit to PAC
- Call out for volunteers for snack shack in PAC newsletter, volunteers can email PAC if you can join any Thursday
- Ask Mcdonalds for coffee donation for pancake breakfast
- for AGM, put plans for Saleema Noon and budget into planning
- Ms. Kerluke to get Courtney to send invoice for gym balls
- Call out for Sensory toys for sensory room in PAC newsletter
- Call out for parents to donate for Teacher Treat Day

Meeting adjourned at 8:35pm