

## PAC Meeting Minutes

April 21, 2026

6:30pm – 7:52pm (In person in the Library at Cascade Heights)

### Meeting Minutes

#### 1. Round table introductions

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

#### 2. Approval of February 2026 Minutes

Motioned by Irina, seconded by Sandra

#### 3. Principal's Report

April

- 2nd class and groups photo day
- 9th Grade 7 articulation
- 10th French play in gym
- 15th Immunization grade 6
- 15th Track began 60 students Meets on Thursday May 6 city final swanguard
- 17th spring social
- 22nd cultural day
- 23th Div 3 science world
- 27th Pro D red cross first aid for students

May

- 20 th Grade 7 camp

June

- Grade 7 Lunch and dance - June 18
- Grade 7 Farewell assembly - June 19
- PAC/Staff Appreciation Lunch - June 22nd

Ongoing:

- Snack Shack on Thursdays
- Hot lunch
- After school programs:
- City of Burnaby:
- Outdoor sports - Friday
- Cookies and crafts - Mondays
- After School Basketball April 15 6 sessions Coach W
- JJ homework club Mondays after school
- Professor Puffins challenge club grades 1-4 begins next week
- Drawing Classes Young Rembrandts April 22 start ends in June (canceled)
- Knitting club
- Chess club
- Dance Team (high school students teaching dance Thursday at lunch)
- Staffing updates

4. Head Teacher's Report

- Grade 7 grad parent committee
- June 19 th grade 7 farewell (\$300 from pac)
- Summer school

5. Chair's / Vice Chair's Report

- Book Fair \$3877.75 - on par with previous years; running it every 2 years working well.
- Scholastic Warehouse sale Apr 22nd

6. Financial Report

- GA - \$31081.71
- Gaming Account - \$10393.34
  - PNE and Beach - not accounted
- BBTea - \$732.38 - PAC to write cheque for Grade 7 camp
- Bookfair - cash sales
  - \$25 delivery fees - Irina and Fayaz motioned to cover the fee
- Teachers Wish List
  - Some teachers forgot to include taxes/shipping in their request. PAC will review and approve any additional expenses once all receipts are submitted
- Emergency Equipment
  - Leverage the gaming account to cover any additional cost that is outside the mandated supplies if needed.
- Movie licensing - fees can be covered by Gaming Account. Look to use this for next year

7. DPAC Report

- No Update

8. CPF Report

- No update

9. Hot Lunch Report

- Feedback to Fuel
  - Adjustments to the food and packaging - first fuel lunch is Friday, Apr 24
- Boston Pizza for Sports Day June 5th
  - Need 4 volunteers for standby [1130am]
- Lunch Term 3 - end June 12
  - Refund and rollover
- End of week field trips coming up
  - May 22nd - Grade 7 return from camp [lunch provided by camp]
  - June 12 Playland [Grade 4 - 7]
  - June 23 Kitsilano Beach

10. Events and Fundraising

- Movie night did not run on April 17
  - Ideas or feedback for next year - forgo movie night, consider flyers posted around school, run them less frequently to increase interest and alternate with other events
- Event ideas for next year: Bingo Night, Game Night
- Year end picnic - skip this year as no Friday in June is available and lack of volunteers

11. Emergency Preparedness

- No update

12. New Business

- 26/27 school year - majority Pro-D day will fall on a Friday
- 26/27 school year - additional 3 minutes of teaching time to be added - TBD
- 26/27 school year - Winter Concert is back - Dec 8,9,10

13. Action items

- How to drive more volunteers for PAC events?
  - First PAC meeting of the school year to set/propose event dates. Push for volunteer sign ups at Welcome back and/or Parent/Teacher conference for specific PAC events and dates.
  - Poster/Fact sheet to list all PAC potential 26/27 school year events and reasons we need volunteers to run the events
- PAC/Staff Appreciation luncheon - June 22 - to discuss/organize at next PAC meeting

Cascade Heights Elementary Parent Advisory Committee (PAC)  
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Meeting ended 7:52 adjourned