

PAC Meeting Minutes

June 8, 2026

6:40pm – 8:25pm (In person in the Library at Cascade Heights)

Meeting Minutes

1. Round table introductions

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

2. Approval of May 2026 Minutes

- Motioned by Irina, Seconded by Michelle

3. Principal's Report

June

- 1st Prod (last one of the school year)
- 2nd New K welcome to our school (pm)
- 5th sports day
- 10th Inman grade 3's visit 1:15pm
- 12th intermediates to playland
- 18th Grade 7 lunch and dance
- 19th Grade 7 farewell
- 22nd PAC/Staff appreciation lunch
- 23rd Primary beach day
- 24th last full day of school
- 25th last day students dismissed at 10:00am
- 26th last full day for teachers

School Plan Data Review:

1. FSA
2. Satisfaction
3. Numeracy a) assessment b) learning updates
4. School wide write 2026-2025

- 3 unfilled teacher positions for Sept 2026

4. Head Teacher's Report

- Sports Day - Event was held outside, rained at lunch , Tug of war will be done on Thursday at the end of the day

-Pancake Breakfast - Tuesday, Dec 1st, 2026 Tuesday

Burnaby Fire Fighters - will provide everything -pancake batter, griddles, cups, plates, volunteers
Event will be held during rehearsal for winter musical, therefore tables will have to be closer together

Let's plan to get the kids to do something for the firefighters as a thank you

-Sept 8th 2026 first day of school - PAC coffee event

-Sept 18th - Terry Fox Run

- Sept 23rd and 24th Parent teacher conferences - what can PAC do during the events

- Sept 25th -Pro D day

- Sept 30th - National Truth and Reconciliation

- Ms. Kerluke request for funding for more jerseys for the sports teams - about 20 more

5. Chair's / Vice Chair's Report

a. Kindergarten welcome event

-Only one volunteer signed up

b. Staff/Volunteer Appreciation Luncheon – June 22nd

- We have enough drivers

- Vivian will order food (same vendors as last year)

6. Financial Report

\$17,058.87 General Account

\$12,469.80 Gaming Account- waiting for \$2000 for field trips, hopefully emergency kit supplies and jerseys can come out of here (\$35-60 per jersey x 20)

Snack shack

\$40.13 Milk Monday surplus

\$8600 Teacher consumables budget, waiting for \$3000 to be billed by teachers

BCCPAC membership \$100 needs to be paid for, is this needed?

\$300 for grade 7 events still available - Ms. Kerluke will send receipt to Treasurer

\$150 Sports Day - money not needed but will be used for lunch foods, Ms. Kerluke will send receipts

\$100 cheque from Pedalheads fundraiser

7. DPAC Report

- None available

8. CPF Report

- \$5 per grade 7 student granted towards graduation celebration
- CPF had last AGM last week
- Next year- skating with Bonhomme, French Film Festival, and French lessons for Parents
- 2 week for Summer camp weeks of Uly 20th and 27th, registration still open
- Jeanne is happy to continue as CPF rep for next year, but would love to have a co- rep. CPF meetings are virtual

9. Hot Lunch Report

- Boston pizza was last Friday
- Portion sizes are small
- Food and utensils not sorted

10. Events and Fundraising

- No updates

11. Emergency Preparedness

- No updates

12. New Items

- Sept 15th PAC AGM planned
- Teacher Treat bags
 - 1 gluten free - Mdme Levington
 - 1 gluten free and vegan - Mr. Johnson
 - No peanuts/tree nuts
 - Potentially 60 employees, \$600 budget
- Jerseys for sports teams
 - Approx \$2000 for 20 jerseys
 - APPROVED - Motioned by Irina, Vivian seconded

13. Action items

- Flyer for PAC meeting on the first week of school to inform parents
- 1-3 roles for PAC execs need to be filled
- Potentially have a schedule of PAC events to provide to parents at the start of the year
- Vivian will reach out to BP regarding the promised 10 pizzas, perhaps these can be shared with classes that help distribute hot lunches or for Parent Teacher appreciation lunch
- Vivian to get notes out for refunds for Munchalunch

Meeting ended at 8:25pm