

AGM PAC Meeting Minutes

September 15, 2026

Start 6:30pm

In person in the Library at Cascade Heights

Meeting Minutes

1.Round table introductions -

- PAC member introductions
 - Chair: Michelle L
 - Vice-Chair: **Vacant**
 - Treasurer: Piriya M.
 - Secretary: Charmaine G.
 - DPAC Rep: **Vacant**
 - CPF Rep: Jeanne
 - Hot Lunch Committee: Vivian P. and Fayaz R.
 - Events and Fundraising Committee: Michelle L. and Tiffany C.
 - Emergency Preparedness: Peter M.
 - Members at Large: Christine L

2.Approval of June 2025 Minutes

-Motioned by Tiffany, seconded by Piriya

3.Principal's introduction and Report

Cascade Principal: Mr. F. DeVita

September

-8th first day of school students attended for 1 hour

Opening week theme "Building community"

French Classes moved to new divisions on Wed. All grades 1-7 French and English took part in rotations

-11th school district approved our school organization, and we switched into classes on Monday

Class loading process is complicated as we are required to load classes following Ministry of Education class size and compensation requirements. The goal is to create balanced classes within the requirements. I send in daily organizations until they give us the green light. RTI (resource to integration) model is used (Triangle).

-15th first cross-country practice Mr. Zayonc, practices Tuesday and Thursday mornings 8:15 am meets on Thursday after school starting Sept 17th at BBY Lake 3:30-4:15pm

Awards meet Oct. 15th .

-18th Terry Fox Assembly and Run

-23rd and 24th Intake meetings students dismissed at 1:45 meetings from 2-6pm
registration link sent home on Friday!

-29th Truth and Reconciliation Assembly – Orange shirt day

-30th National Day for Truth and Reconciliation no school

School Numbers:

27 new students: English: 372, French: 105 = total 477

Staff total: 61

Teachers: 33

EA's: 19

New staff:

EA's: Ms. Hansen, Ms. Cambell, Himani,

Teacher's: Ms. Woo– Grade 4/5, Ms. Lui – Grade 3 /4 , Ms. Straker Grade 4/5 FI

October Highlights:

-7th Individual Photo Day

-12th Thanksgiving – no school

-17th Municipal elections school gym

-23rd Pro D - Provincial

Ongoing:

Hot lunch to starts in October

City of Burnaby After school programs:

Construction Challenge ages 6-8 Oct. 1-Oct 22 Thursday

Construction Challenge ages 8-12 Nov 5-Dec 3 Thursday

Soccer skills and games ages 6-12 Oct 2- Nov 13 Friday

Halloween Special ages 6-12 Oct 29 Thursday

Holiday Special ages 6-12 Dec 10 Thursday

Professor Puffins challenge club grades 1-4 begins Oct 8-Dec 10 Thursday

Drawing Classes (young Rembrandts) grades 1 -6 Oct 7-Dec 9 Wednesday

School Plan Focus:

Goal Statement: To improve students' ability to read with understanding across curricular areas, thereby strengthening both literacy and numeracy skills.

Rationale: Reading to understand—comprehending and applying information from texts—is a foundational skill that supports success in all subject areas. In literacy, it enables students to engage meaningfully with a variety of texts. In numeracy, it is essential for interpreting word problems, instructions, and mathematical reasoning. This goal aligns with the BC Curriculum's focus on developing thoughtful, reflective learners who can apply their understanding in real-world contexts.

Objectives: Increase student confidence and accuracy in reading and interpreting texts for understanding.

Improve students' ability to extract and apply key information from texts in both literacy and numeracy tasks.

Foster critical thinking, sequencing, and inferencing skills through explicit instruction and practice.

4. Head Teacher's Introduction and Report

Head Teacher: Ms. R. Kerluke

Head teacher, learning support and ELL this year

This is her 4th year at Cascades, in Burnaby since 2003

Terry Fox Run on Friday, Wednesday, Thursday and Friday- kids are collecting toonies
parents cannot come to assemblies b/c of spatial issues

Christmas concert will be split between 3 evenings

Request for Winter Concert dates for 2 weeks in advance

Orange shirts to be worn on Sept 29th

Feeding Futures- grant money given to school for snacks offered at school office (ie. cheese sticks, apples and oranges)

Sandwich lunch program-ham, turkey, cheese, bread and condiments

5. Chair's Report

Nothing to report

6. Financial Report

General account \$13 354.24

Outstanding cheques \$3008.38

Gaming account \$2491.64

Gaming Grant to come mid October

Hot lunch \$8066 fundraised over 3 terms last year

Potential Fundraising this year: hot lunch
Welcome barbecue: likely not to occur

Potential upcoming expenses:
Consumables (last year \$10 per student, this year TBD)
Back to school event
Staff appreciation luncheon
Gaming Grant: field trips, provided by BCLC for schools

7. Canadian Parents for French (CPF) report by Jeanne
Last year's events: talent show, Skating with Bonne Homme, French film festival,
French summer camp
Membership is free for all parents

8. Hot Lunch Report by Vivian
Historically occur on Fridays
Hot lunch program is a fundraiser
If new vendor to try this year, need 5-6 parents onsite
Six to Eight thousand dollars a year generated as fundraising
About half of students participate in hot lunch program
Takara Sushi, Fuel, Dominos are regular vendors
Open to new vendors, need to run smoothly 2-3 times

9. Milk Mondays report by Vivian
Ordering thru Munchalunch
Need a parent volunteer to run this program
This does not generate much fundraising, but the children enjoy it

10. Snack Shack report by Brandy
Historically run by 3 volunteers, this year we need a new set of volunteers
Each week was divided by intermediate and primary
Also a good fundraiser for PAC

11. Events and Fundraising Report by Tiffany
PAC Welcome Back Event was held Sept 8, 2026
PAC annual general meeting Sept 15, 2026
Possible Craft Fair on Nov 7 or 14th
Pancake breakfast hosted by Burnaby Firefighters Dec 1, 2026
Year End Family Picnic tentative June 4, 2027
Sports Day June 18th, 2027

Parent Teacher Appreciation Luncheon Jun 28, 2027

12. Emergency Preparedness Report by Mr. Devita

The person in the role has a key to the locker

Check regularly to ensure items are not out of date

Checked last year by Mr. Devita and Peter M.

12. PAC Committee Nominations:

-Nomination of Chair - **Michelle**, nominated by Piriya, seconded by Fayaz, voted unanimously

-Nomination of Vice Chair - **Nasheena**, nominated by Fayaz, voted unanimously

-Nomination for Treasurer - **Piriya**, nominated by Charmaine, seconded by Michelle, voted unanimously,

-Nomination of Secretary- **Charmaine**, nominated by Fayaz, seconded by Michelle, voted unanimously

-Nomination of DPAC rep- **Fayaz**, nominated by Michelle, seconded by Charmaine, voted unanimously

-Nomination of CPF - **Jeanne**, nominated by Michelle, seconded by Charmaine, voted unanimously

-Hot lunch - **Fayaz, Vivian, Xu**, nominated by Charmaine, seconded by Tiffany, voted unanimously

-Events and Fundraising - **Tiffany, Mariana, Jennifer, Vanessa**, nominated by Piriya, seconded by Charmaine, voted unanimously

-Emergency Preparedness- vacant

-Snack Shack- **Jennifer, Vanessa, Calvin, Kelly**, nominated by Charmaine, seconded by Piriya, voted unanimously

-Milk Monday - **Vanessa, Kelly, Ahmed**, nominated by Charmaine, seconded by Michelle, voted unanimously

-Grade 7 Committee - **Brandy, Arvind**, head is **Ms. Kerluke**

-Members at Large - **Arvind, Brandy, Christine, John, Heather**

Next PAC meeting Oct 13th 6:30pm

Meeting adjourned 8:25pm