



Caulfeild Parent Advisory Committee CPAC: 2020-2021 *Chair Report*

CPAC ANNUAL GENERAL MEETING

SEPTEMBER 29 2020, 11am

Prepared by Anya Yashkina

PAC Definition

PAC is the officially recognized (by the *School Act*) collective **voice of parents** of their school.

A PAC, through its elected officers, may **advise** the school board, the principal and staff of the school respecting any matter relating to the education of the students and the school.

All parents and guardians of students registered in the school are members of the PAC and are able and encouraged to participate.

(BC Confederation of Parent Advisory Councils, 2018)

CPAC 2019-2020

PAC Executive

Co-Chairs: Marisa Yang & Anya Yashkina

Vice Chair: Nina Cheema

Treasurer: Tonia Liao

Secretary: Lisa Mingo

DPAC Rep: Zoe Williams

Members-at-Large: Zahra Jiwani, Zahra Kassam and Nikki Baxendale

Program Coordinators

Hot Lunch: Julianna de Paula & Jennifer Utley

After School Programs: Nikki Liu

Room Parents: Nina Cheema

CPAC 2020-2021

PAC Executive

Chair: Anya Yashkina

Co-Vice Chairs: Nina Cheema, Kelli Vukelic

Treasurer: Marisa Yang

Secretary: Joyce Cheng

DPAC Rep: Tonia Liao

Members-at-Large: Amir Sadath, Zahra Jiwani, Monica Buck, Aneela Mallick, Nikki Baxendale, Sanaz Molavi, Margarita

Wyld, Rhiannon Fitzpatrick

Program Coordinators

Hot Lunch: Julianna de Paula & Jennifer Utle

After School Programs: Nikki Liu

Room Parents: Nina Cheema

PAC Purposes

1. To **advise** the school on parents' views and feedback about school programs, policies, plans and activities.
2. To **communicate** with parents, promote Home-School cooperation, and encourage **parent involvement** in school.
3. To **organize and support** initiatives, activities, and events that would enhance student learning and wellbeing, and/or contribute to a sense of community within School and between School, Home and Neighbourhood.
4. To provide parent **education** and a forum for discussion of education issues.
5. To assist the principal and staff in ensuring the highest **safety** standards are maintained in the school and neighbourhood.
6. To provide **financial support** for the goals of the PAC, as determined by its membership.
7. To advise and participate in the activities of the DPAC and the BCCPAC.

(BCCPAC, 2018 & CPAC Constitution and Bylaws, 2019)

1. Advising the School

Communicating Suggestions and Concerns, Reflecting, and Planning at:

1. Weekly meetings between PAC chairs and Principal
 - In person → virtual
2. Monthly CPAC Executive meetings
 - in person → via email, virtual
3. Monthly CPAC General meetings with a principal/VP in attendance
 - In person → virtual

2. Communicating with Parents

1. Weekly ebulletin
2. FB Group
3. WeChat group (for Chinese Community)
4. Monthly PAC general meetings: in person → virtual
5. PAC webpage on School website
6. School emails (special occasion)
7. Room Parents (class matters, CPAC announcements/reminders)
8. CPAC email

2. Parent Involvement

- ❖ Volunteering opportunities throughout the year
 - 2019-2020: Hot lunch volunteers, coordinating and helping with CPAC events, helping with school and classroom events and activities
 - 2020-2021
 - Need help with creating, developing and executing new ideas and initiatives
 - Need your financial support
- ❖ Being an active member of CPAC or CPAC Exec
 - Sharing your concerns, suggestions, and ideas
 - Attending meetings
 - Serving on CPAC Exec team
- ❖ Room Parents
 - Facilitating class activities and connection between and among class parents and teacher
 - Being a mentor for new families

3. Initiatives and Activities - Students

2019-2020

- Facilitate
 - After school activities (Term 1 & 2)
 - Hot Lunch (Term 1 & 2)
- Financially Support (budgeted + > \$20,000 surplus)
 - Fieldtrips (until March 2020)
 - Music and Sports programs (Badminton with an Olympian, Dance in School, Taiko drums performance)
 - IDEC program development (teacher PD, Steam + site licenses)
 - Learning spaces (furniture, sound field systems, water station)
 - Technology maintenance (iPads, projector)
 - Music and PE Equipment



2020-2021

- Facilitate
 - After school activities: maybe virtual?
 - Hot Lunch (NO Term 1, maybe Term2-3)
- Financially Support (depends on fundraising results)
 - Fieldtrips (**VR with Google Expeditions Kits**)
 - Music and Sports programs (???)
 - IDEC program development (teacher PD, Steam + site licenses)
 - Learning spaces (furniture)
 - Technology maintenance (iPads)
 - Music and PE Equipment



VR Google Expeditions Kit for 30 students - \$11,282

- Giving our kids an opportunity to travel around the world in a safe and fun environment
- Giving our kids a chance to go on 'fieldtrips' this year
- Giving our kids an opportunity to go on virtual fieldtrips anywhere next year and the year after that and the year after that



3. Initiatives and Events - Community

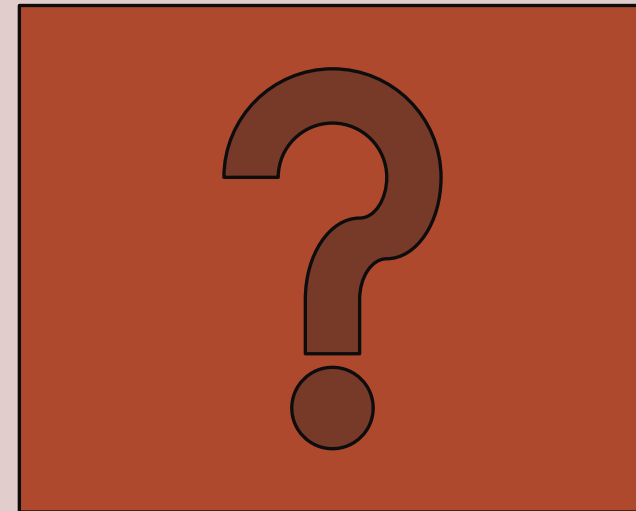
2019-2020

- Facilitate/Support
 - ✓ Terry Fox Run
 - ✓ Gr 7 Graduation Celebration
 - x Sports Day
- Organize
 - ✓ Pumpkin Hunt
 - ✓ Santa Breakfast
 - ✓ Santa Sale
 - ✓ Bingo Night
 - ✓ Lunar New Year Celebration
 - ✓ Movie Nights
 - ✓ Pop-up sales
 - ✓ Staff Appreciation
 - ✓ Bear Wear Sales
 - x Spring Fling



2020-2021

- **Pumpkin Hunt – Oct 26**
- **Bear Wear Sales**
- **Staff Appreciation**
- **Grade 7 Graduation Celebration**



4. Parent Education

2019-2020

- ✓ Parent Education Nights
 - Jesse Miller – social media safety
 - Saleema Noon – sexual health education
- ✓ Parent Education Session at the CPAC General Meetings
 - Learning at IDEC
 - Reading and Literacy
 - Physical Education
 - Mental Health



2020-2021

- Virtual Education Nights & Sessions?? (if we have enough interest and \$)
- Promoting DPAC/District parent education events
- Sharing resources

5. Safety Within and Around School

- Traffic and Safety Committee – Need Volunteers for 2020-2021 to works with school staff on improving traffic and safety conditions

6. Providing Financial Support



2019-2020

- **Hot Lunch Program** – only 2 terms, new vendor
- **Community Fundraiser (Cheque drive)**
- Pop-up sales and Purdy's sales
- Book Fair
- Bear Wear Sales – new item this year (zipped hoodie)
- Cutlery Sale Fundraiser – new this year
- Some of community-building activities: Movie Nights, Santa Breakfast

2020-2021

- Hot Lunch?? (maybe later in the year)
- **Community Fundraiser** – Oct/Nov
- Bear Wear Sales (beginning of each term)
- Mabel's Labels (new, all year)
- Purdy's sale - November
- Pointsettia sale - December
- Virtual Walkathon - April/May
- Virtual school auction
- Looking for ideas and volunteers

7. Involvement in DPAC and BCCPAC

- CPAC is a member of DPAC and BCCPAC
- CPAC has a DPAC representative and two of CPAC members are on DPAC exec team
- Promoting DPAC events/initiatives and sharing information

Treasurer report 2019-2020 FY Actual and 2020-2021 Budget for approval

MARISA YANG

2019-2020 Budget vs Actual

- When we started off at Sep 2019, we had 45,922.89 in our retained earning. So we set our budget to have deficit of \$7000.
- This deficit budget enabled us to reduce our community fundraising goal to only \$10,000 for covering the on-going cost of wear-and-tear of our learning spaces and our iPads replacement plan.
- Also, we set up a committee to work with the Principal to come up a plan to take advantage of this reserve.

2019-2020 Budget vs Actual

- In the Fall term and Winter term, we did well in all our fundraising activities i.e. movie night, bingo night, hot lunch. We also raised \$13,800 from our community fundraiser in Oct/Nov.
- Then, everything stopped in the Spring term due to Covid-19. We lost an expected income of approx. \$9800 from Hot Lunch. We had to cancel the Fundraising social event with silent auction in April with an expectation to raise \$6000 net.
- Most of the expense happened in the first 2 terms as per budget. In Jan, we proposed to spend extra \$20,445 from the reserve to purchase extra classroom furniture and equipment based on the recommendations from the school.

2019-2020 Budget vs Actual

The followings are items we spent extra.

- \$577.5 for Saleema Noon - motion carried in Oct 2019
- \$20,455 + \$3650 for Soundfield system, Water Station, Projector and extra furniture from Natural Pods - motion carried in Jan 2020. We actually didn't spend all. We had approx. \$4000 left.
- \$3200 for Division 16 set up - motion carried in May 2019

2019-2020 Budget vs Actual

- For 2019-2020 Full Year, we made a deficit of \$29,639.54. This figure included the extra expenses we approved during the year.
- The Balance Sheet shows we have \$16,283.5 carried forward into 2020-2021.
- Note: we have a bank balance more than the balance sheet indicates because we still have approx. \$28,000 Hot Lunch money from Spring Term.
- Overall, it was unfortunate that we lost the income from hot lunch and silent auction. We are blessed that we had reserve from the past to invest in some major fixtures.

2020-2021 Budget

- Aim to achieve a balance budget.
- No field trip is budgeted - this is the single largest expense.
- Reduced teacher discretionary fund from \$500/division to \$350/division, total of \$5600
- STEAM and site licenses - \$5500 - the online learning website e.g. Mathletics
- Standard wear-and-tear of learning space - \$5000
- Technology enhancement - Google expedition and ongoing iPad replacements

2020-2021 Budget

Your support is vital!

- No hot lunch income is budget at this point - this is the biggest fundraiser, usually contribute over \$22,000.
- Our other usual fundraising activities like Bingo Night, Movie Night seem not possible this year.
- We could support directly through our annual community fundraiser (aka cheque drive). This year target will be \$22,000.
- We rely on the success of this cheque drive initiative to get us through this year.