

CAULFEILD PARENT ADVISORY COUNCIL

MEETING AGENDA for

Tuesday, September 26 2023

MS Teams Meeting

[https://teams.microsoft.com/l/meetup-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzJiNzNIZTUtZWfhYy00NTRjLTg0YmMtYmE3ZTQxOTY1M2I2%40thread.v2/0?context=%7b%22Ti)

[join/19%3ameeting_NzJiNzNIZTUtZWfhYy00NTRjLTg0YmMtYmE3ZTQxOTY1M2I2%40thread.v2/0?context=%7b%22Ti](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzJiNzNIZTUtZWfhYy00NTRjLTg0YmMtYmE3ZTQxOTY1M2I2%40thread.v2/0?context=%7b%22Ti)
[d%22%3a%22d8013362-a39e-458b-9457-674cf091a797%22%2c%22Oid%22%3a%22146903f1-6110-4566-a398-](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzJiNzNIZTUtZWfhYy00NTRjLTg0YmMtYmE3ZTQxOTY1M2I2%40thread.v2/0?context=%7b%22Ti)
[25987cef17f5%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzJiNzNIZTUtZWfhYy00NTRjLTg0YmMtYmE3ZTQxOTY1M2I2%40thread.v2/0?context=%7b%22Ti)

7:00pm	Call to Order	PAC Chair <i>Anya Yashkina</i>
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7:02 pm	Welcome and Introductions	PAC Chair <i>Anya Yashkina</i>
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7:07 pm	New Member-at-Large Nominations & Vote <u>PAC Executive</u>	PAC Chair <i>Anya Yashkina</i>
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- **Chair:** Anya Yashkina
- **Vice Chair:** Jacky Ng
- **Treasurer:** Jenny Chung
- **Secretary:** Tori McDonald
- **DPAC Rep:** Aneela Mallick
- **Members-at-Large:** Zahra Ladha, Stephanie Dixon, Ebrahim Forouzan, Julia Masuda, Carrie Johnson

Program Coordinators

- **Hot Lunch:** Candace Havelock
- **After School Programs:** Aneela Mallick
- **Room Parents:** Aneela Mallick
- **Bear Wear:** Jenny Chung

7:10 pm	CPAC Updates <ul style="list-style-type: none">• <u>PAC Definition</u>• PAC is the officially recognized (by the <i>School Act</i>) collective voice of parents of their school.	CPAC Exec
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- 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 able to participate and are members of the PAC.

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.
4. To provide parent **education** and a forum for discussion of education issues.
5. To provide **financial support** for the goals of the PAC, as determined by its membership.
6. To advise and participate in the activities of the DPAC and the BCCPAC.

Past and Current Activities and Initiatives:

1. Welcome Back Tea
2. Bear Wear Fall Orders
3. Hot Lunch fall Orders
4. After School Activities
5. Room Parent Sign Up
6. General Meeting

Upcoming Events and Initiatives:

1. **Welcome Back BBQ:** this Thursday September 28, 5:30-7 pm
 2. **Community Fundraiser:** Oct-Nov \$75-200 donation per student suggested
 3. **Primary Pumpkin Hunt:** Friday October 27 – Volunteers welcome
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4. **Purdy's Fundraiser:** end of Nov
 5. **Book Fair:** November 27 – December 1 – Volunteers needed
 6. **Santa Sale:** December 15 - Volunteers needed
 7. **General Meetings:** Oct 31, 9am & Nov 28, 7pm
Used Bear Wear Collection (TBD) – new initiative

7:25 pm

Treasurer's Report

Treasurer
Jenny Chung

Review and Approve 2023/2024 school year budget – attached to minutes.

BCLC Annual Grant \$7,400
Goal Budgeted for Annual Fundraiser: \$25,000
Budgeted Annual Revenue from Hot Lunch: \$170,000
(cost of goods sold for hot lunch \$138,000 for the year)
Budgeted Expenses for Field Trips: \$12,800
Total Curriculum Enhancement Annual Budget:
\$56,900

7:30 pm

DPAC Update
DPAC Rep Role:

DPAC Rep
Aneela Mallik

1. Act as a liaison between the PAC and DPAC by attending DPAC meetings.
2. Communicate and obtain information to and from PAC.
3. Bring forward issues that may be common to more than one school.

First general meeting for DPAC will be held Weds Oct 4th – Minutes available here:

<https://westvancouver.schools.ca/dpac/resources/>

7:35 pm

Principal Report
Thank you to CPAC

Principal
Nathan Blackburn

- Welcome Back BBQ
- Field Trips (First one today!) Grade 6 Travel to Bowen Island
- Classroom Support
- Volunteer Support
- Hot Lunch

Total Enrollment: 376 (382 is full, with some wiggle room)

Staff: <https://westvancouver.schools.ca/caulfeild->

[elementary/our-school/our-staff/](#)

- Staff lists and roles are outlined on the website

Staffing (Teachers and EAs) Welcome;

Ms. Hannah Rudson is our new Vice Principal and Grade 6 teacher. Ms. Rudson comes to us this year from Cedardale. We are overjoyed to welcome her to the team.

Ms. Nisia Minicucci will join us in one of our primary classrooms, filling in full time for Ms. Ellis while she is on leave. Ms. Minicucci has previously worked at Mulgrave, and some years ago was an Education Assistant right here at Caulfeild.

Ms. Hannah Salmon is an experienced band and music teacher from Ireland. She brings a wealth of experience to her new role as a Music and Band teacher here at Caulfeild iDEC.

Ms. Ting Ting Chou will join Ms. Carsky on the Inclusive Education team. Ms. Chou comes to us from Hollyburn, where she worked for many years as the Learning Support Teacher. Before this, she worked in our school district as a behaviour support teacher.

Ms. Parisa Mehregan hasn't been back to Caulfeild since her grade 7 graduation. Since then, she has gone on to become a well regarded teacher and is a welcome member of our grade 6 team, working in Division 4 on Thursdays and Division 3 on Fridays.

Ms. James-Kretschmar will join us on Mondays in division 14, teaming up with Ms. Constantineau.

Mr. Panny Kyriakides will be returning to Caulfeild iDEC this year in a new role, as our Digital Design teacher.

And joining our wonderful team of Education Assistants this year will be Jocelyn, Shia, Celeste and Boram

Configuration:

K
K
1/2 x 4
3/4
4
5 x2
6 x2
7 x2

There are many criteria for balancing a classroom. The classroom placement process considers a wide variety of factors including overall enrollment numbers at each grade, gender balance, diversity of learning needs, student resiliency and adaptability, current and past relationship dynamics, parent input provided in the spring, and of course Ministry of Education class size and composition requirements. The Caulfeild staff invests an enormous amount of thought, consideration, and time in this

process. There are always benefits and challenges when placing so many individuals into groups, regardless of the grade, and we appreciate families helping their children focus on the benefits of their new placement.

[District Website](#)

FESL (Framework for Enhancing Student Learning): *How can one's sense of belonging and connection to our inclusive community be strengthened through fostering resilience and social emotional well-being in order to equip individuals to face challenges and thrive throughout their lives?*

The eBulletin

School Events

- Terry Fox on Wednesday September 20th
- BBQ (6 -7) and Open House (5:30 – 6:00) the 28th
- Orange Shirt Day on Friday Sept 29
- Cross Country Meets (Tuesday) and Practices (Monday and Thursday AM)
-Thank you Ms. Rudson, Ms Lapinskie and Ms. Prins.
- Band registration is still open! Reach out.
- Volleyball (Gr. 7) is our next School Sport
- Parent Teacher Conferences (Virtual) on Wednesdays Oct 4th and 12th *Early Dismissal at 12:40 (grades 1 - 7). K will communicate dates directly with Family*
- Diwali (Oct)
- Pumpkin Patch (Oct)

7:50 pm Parent Questions

None

8:00 pm Adjournment

PAC Chair
Anya Yashkina

The next CPAC meeting will be on October 31, 2023, 9:00 am.

Caulfeild PAC
Budget Overview: Caulfeild PAC Budget 2023-24 - FY24 P&L
September 2023 - August 2024

	Sep. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024	Mar. 2024	Apr. 2024	May 2024
Income									
BCLC Grant	7,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Caulfeild branded balls	2,000.00	0.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00
Caulfeild Gear	0.00	0.00	455.00	0.00	0.00	0.00	245.00	0.00	0.00
Donations to SD 45	0.00	0.00	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Hot Lunch	30,000.00	30,000.00	0.00	25,000.00	25,000.00	0.00	30,000.00	30,000.00	0.00
Purdy's Chocolates	0.00	0.00	0.00	0.00	1,200.00	0.00	0.00	0.00	0.00
SD45 Start Up contribution	0.00	0.00	180.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	\$ 39,400.00	\$ 30,000.00	\$ 25,635.00	\$ 25,000.00	\$ 26,200.00	\$ 200.00	\$ 30,245.00	\$ 30,000.00	\$ 0.00
Cost of Goods Sold									
Hot Lunch Costs	0.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
Total Cost of Goods Sold	\$ 0.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Gross Profit	\$ 39,400.00	\$ 15,000.00	\$ 10,635.00	\$ 10,000.00	\$ 11,200.00	-\$ 14,800.00	\$ 15,245.00	\$ 15,000.00	-\$ 15,000.00
Expenses									
Charitable Outgoings									
Rockridge Scholarship	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00
Total Charitable Outgoings	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	\$ 0.00
Curriculum Enhancement									
Caulfield learning spaces	0.00	0.00	0.00	6,000.00	0.00	0.00	0.00	0.00	0.00
Family Education	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00
Field Trips	0.00	6,400.00	0.00	0.00	6,400.00	0.00	0.00	0.00	0.00
Music supplies	0.00	0.00	800.00	0.00	0.00	0.00	0.00	0.00	0.00
PE Equipment	0.00	0.00	800.00	0.00	0.00	0.00	0.00	0.00	0.00
Principal discretionary funds	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00
Sport Month (Gaming funds)	0.00	0.00	0.00	3,000.00	4,000.00	0.00	0.00	0.00	0.00
Sports day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
STEAM and Site licenses	0.00	2,000.00	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00	0.00

Teacher discretionary funds	0.00	4,000.00	0.00	0.00	4,000.00	0.00	0.00	0.00	0.00
Technology Enhancement	0.00	0.00	0.00	13,000.00	0.00	0.00	0.00	0.00	0.00
Total Curriculum Enhancement	\$ 0.00	\$ 12,400.00	\$ 1,600.00	\$ 25,000.00	\$ 16,400.00	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00
Operating Expenses	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00
Social									
Cultural Community Building	0.00	0.00	500.00	500.00	0.00	500.00	0.00	500.00	0.00
Grade 7 farewell	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pumpkin patch	0.00	480.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Staff Appreciations (support + teachers)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00
Welcome Back Tea	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Social	\$ 500.00	\$ 480.00	\$ 500.00	\$ 500.00	\$ 0.00	\$ 500.00	\$ 0.00	\$ 500.00	\$ 1,200.00
Total Expenses	\$ 585.00	\$ 12,965.00	\$ 2,185.00	\$ 25,585.00	\$ 16,485.00	\$ 1,585.00	\$ 85.00	\$ 1,085.00	\$ 1,285.00
Net Operating Income	\$ 38,815.00	\$ 2,035.00	\$ 8,450.00	-\$ 15,585.00	-\$ 5,285.00	-\$ 16,385.00	\$ 15,160.00	\$ 13,915.00	-\$ 16,285.00
Other Income									
Interest	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00
Total Other Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Net Other Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Net Income	\$ 38,815.00	\$ 2,035.00	\$ 8,450.00	-\$ 15,585.00	-\$ 5,185.00	-\$ 16,385.00	\$ 15,160.00	\$ 13,915.00	-\$ 16,285.00

Tuesday, Sep. 19, 2023 03:29:22 p.m. GMT-7 - Accrual Basis

Jun. 2024	Jul. 2024	Aug. 2024	Total
0.00	0.00	0.00	7,400.00
0.00	0.00	0.00	2,200.00
0.00	0.00	0.00	700.00
0.00	0.00	0.00	25,000.00
0.00	0.00	0.00	170,000.00
0.00	0.00	0.00	1,200.00
0.00	0.00	0.00	180.00
\$ 0.00	\$ 0.00	\$ 0.00	\$ 206,680.00

18,000.00	0.00	0.00	138,000.00
\$ 18,000.00	\$ 0.00	\$ 0.00	\$ 138,000.00
-\$ 18,000.00	\$ 0.00	\$ 0.00	\$ 68,680.00

			0.00
0.00	0.00	0.00	500.00
\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00

			0.00
0.00	0.00	0.00	6,000.00
0.00	0.00	0.00	2,000.00
0.00	0.00	0.00	12,800.00
0.00	0.00	0.00	800.00
0.00	0.00	0.00	800.00
0.00	0.00	0.00	1,000.00
0.00	0.00	0.00	7,000.00
500.00	0.00	0.00	500.00
0.00	0.00	0.00	5,000.00

	0.00	0.00	0.00	8,000.00
	0.00	0.00	0.00	13,000.00
\$	500.00	\$ 0.00	\$ 0.00	\$ 56,900.00
	85.00	85.00	85.00	1,020.00
				0.00
	0.00	0.00	0.00	2,000.00
	1,200.00	0.00	0.00	1,200.00
	0.00	0.00	0.00	480.00
	0.00	0.00	0.00	1,200.00
	0.00	0.00	0.00	500.00
\$	1,200.00	\$ 0.00	\$ 0.00	\$ 5,380.00
\$	1,785.00	\$ 85.00	\$ 85.00	\$ 63,800.00
-\$	19,785.00	-\$ 85.00	-\$ 85.00	\$ 4,880.00
	0.00	0.00	0.00	100.00
\$	0.00	\$ 0.00	\$ 0.00	\$ 100.00
\$	0.00	\$ 0.00	\$ 0.00	\$ 100.00
-\$	19,785.00	-\$ 85.00	-\$ 85.00	\$ 4,980.00