

# CAULFEILD PARENT ADVISORY COUNCIL

MEETING AGENDA for

## Wednesday, September 25, 2024

MS Teams Meeting

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<b>7:00pm</b>	Call to Order	PAC Chair <i>Anya Yashkina</i>
<b>7:02 pm</b>	Welcome & Introductions Introduced PAC members attending the meeting	PAC Chair <i>Anya Yashkina</i>
<b>7:05 pm</b>	CPAC Updates and Report All parents and caregivers whose children go to Caulfeild school are automatically members of the Caulfeild Parents Advisory Council and are encouraged to attend and attend events that we organize.	CPAC Exec

**Main Purpose of CPAC:**

1. Grow link between parents, school and school district
2. Support and enhance student learning
3. Organize and support community building initiatives

**Main expenditures of CPAC (AKA where your money goes):**

1. Field Trips - \$1000 per division
2. Technology Enhancement - \$13,000
3. Curriculum Enhancement - \$8,200
4. Learning Spaces - \$6,000
5. iDec Program - \$5,00
6. Music and Sports Equipment - \$1600
7. Teachers discretionary fund - \$9500 (500 per teacher)
8. Principal discretionary fund - \$1000

**Where our funds comes from:**

1. Hot Lunch: \$30,000
2. Annual community fundraiser (Cheque drive): \$26,000
3. Pop up sales during events: \$3,000
4. Purdy's Sales: \$646
5. Bear Wear: \$475
6. BCLC Grant: \$7500
7. Special Project – Spring Fling (Parents Night out):  
\$13,000 – not part of the budget – raising funds for the gym AV System
8. Scholastic Book Fair – All funds go to library
9. Santa Sale – Money goes to charity of students choice)

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**2024 – 2025 Budget Fundraising target is \$68,980**

**What is Happening Fall 2024/2025**

- Welcome back tea
- Welcome back BBQ
- Community fundraiser
- Primary pumpkin hunt
- Santa sale
- Purdy's fundraiser
- Hot lunch
- After school programs
- Scholastic book fair

\*\*Slides presented attached

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**7:25 pm**

**Treasurer's Report**

- Strong start for this year
- Last 2 days we received \$53,000 worth of orders from Hot Lunch via munchalunch

Co-Treasurer  
*Irina Bardina*

\*\*Treasurers report attached

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**7:30 pm**

**Music Program Update!!!**

**Whole School Musical – Wizard of OZ!!!!**

**March 13<sup>th</sup> Matinee and Evening Show**

- All students K -7 involved
- Ms Salmon
- Ms Yu
- Ms Stevens
- Ms. Sidropolous

Music Teacher  
*Ms Salmon*

Everyone will be involved in the show and perform a song during the show.

Gr 7's have opportunity to audition for leads or to help backstage.

We have the scripts and rights to perform the Wizards of Oz

Parents who would like to help with:

- Costumes, set design and/or props
- Organizing and running a fundraising raffle at the show
- Running a tuck shop (concession) before the show and at intermission
- Working backstage during the show

Contact Ms Salmon [hsalmon@wvschools.ca](mailto:hsalmon@wvschools.ca) or talk to me in person whenever with any questions!

\*\*Presentation attached to minutes

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86 new students – including new kindergartens- this last September.

**Common question - What does iDec Mean?**

- Inquiry base digitally enhanced community – it drives people to Caulfeild. Families choose Caulfield because of iDec.
- Inquiry – students learn by asking, researching, sharing and presenting some of their findings. Teachers take our BC curriculum and address it to be inquiry based.
- Digitally enhanced – Caulfeild every child is provided with a device in primary (provided by CPAC).
  - Digital design teacher r- MR. K – only elementary school in West Van with a digital design classroom.
  - Viewboards are a nice addition to this program
  - Collaboration model with teachers and within classrooms.
- Only iDec school in West Vancouver – build it into everything we do.
- Our iDec program **would not** be possible without the support and fundraising efforts of our families.

Digital Device Policy – ministry of education – asked for all personal digital devices (smart watches, laptops and cellphones) to be used at the teachers discretion.

**Upcoming events:**

- Tomorrow individual Photo Day
- Tomorrow Opening BBQ
- Friday Orange Shirt Day for National Truth and Reconciliation Day on the following Monday
- Thank you for all the volunteer supporting our cross country
- Grade 7 volleyball is coming up next

Keep an eye out on the e-bulliten for future events in October

\*\*Principals Full Report Attached

**Q: Hot Lunch – Is school open to have new vendors?**

**Kids are getting bored of same food over and over again.**

A: Anya - Please forward questions/comments to CPAC email and we can pass along to Candace and Carrie to provide input.

**Q: Field Trips – Who decides about field trips – some kids go to the library and other kids go to “more fun” places**

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A: Nathan – Field trips at any school are at entirely the discretion of the teacher. Many teachers do field trips closely related to curriculum, enquiries and age appropriate options.

**Q: What is the optimum class size to promote learning? The class size/ number of students in a class are increasing every year. 29 students in a class with 1 teacher seems to be really big.**

A: Class size and construction is contractually agreed upon between teachers union. we don't exceed class size limits beyond our agreement.

Limits 20 in K

22 in Gr 1/2/3

24 Gr 3-4 Combined

30 of any number of intermediate classrooms from grades 4-7

We are not exceeding what our teachers are used to. We are still well within the expected limits within BC. It is hard to say what is ideal. There has been a lot of research that the teachers union and BC take into consideration.

**Q: Friday orange shirt day – What is the central focus on activities for National Day of Truth and Reconciliation?**

A: Nathan - First nations Ministry Council – have developed first people's principles of learning. There are 7 or 8 statements that the ministry of educational and first nations peoples of learning that are important for learning. Teachers may share 1 or 2 of those principles and how those may be incorporated

The main focus is to discuss how are we connected to the Coast Salish people and connected to our classrooms.

**Q: Are we able to have kids Microwave lunches at school?**

A: Nathan - No we cannot heat up kids lunches for them. Logistically we are not feasible and worries about safeties.

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**8:00 pm**

Adjournment

PAC Chair  
*Anya Yashkina*

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The next CPAC meeting will be on October 31<sup>st</sup> 2024

The background image shows an outdoor school playground. In the foreground, there is a large, light-colored rock formation. A chain-link fence runs across the middle ground, separating the foreground from the playground area. Behind the fence, several people are visible, some sitting on a bench and others standing. In the background, there are several school buildings with blue roofs and walls, and a dense line of evergreen trees under a clear sky.

# CPAC: 2024-2025 Chair Report

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**CPAC GENERAL MEETING**

SEPTEMBER 25, 7pm

# CPAC 2024-2025

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## PAC Executive

**Co-Chairs:** Anya Yashkina & Julia Masuda

**Vice Chair:** Jacky Ng

**Co-Treasurers:** Irina Bardina & Justine Lin

**Secretary:** Tori McDonald

**DPAC Rep:** Ashim Saha

**Members-at-Large:** Stephanie Dixon, Katie Glinski

## Program Coordinators

**Hot Lunch:** Candace Havelock & Carrie Johnson

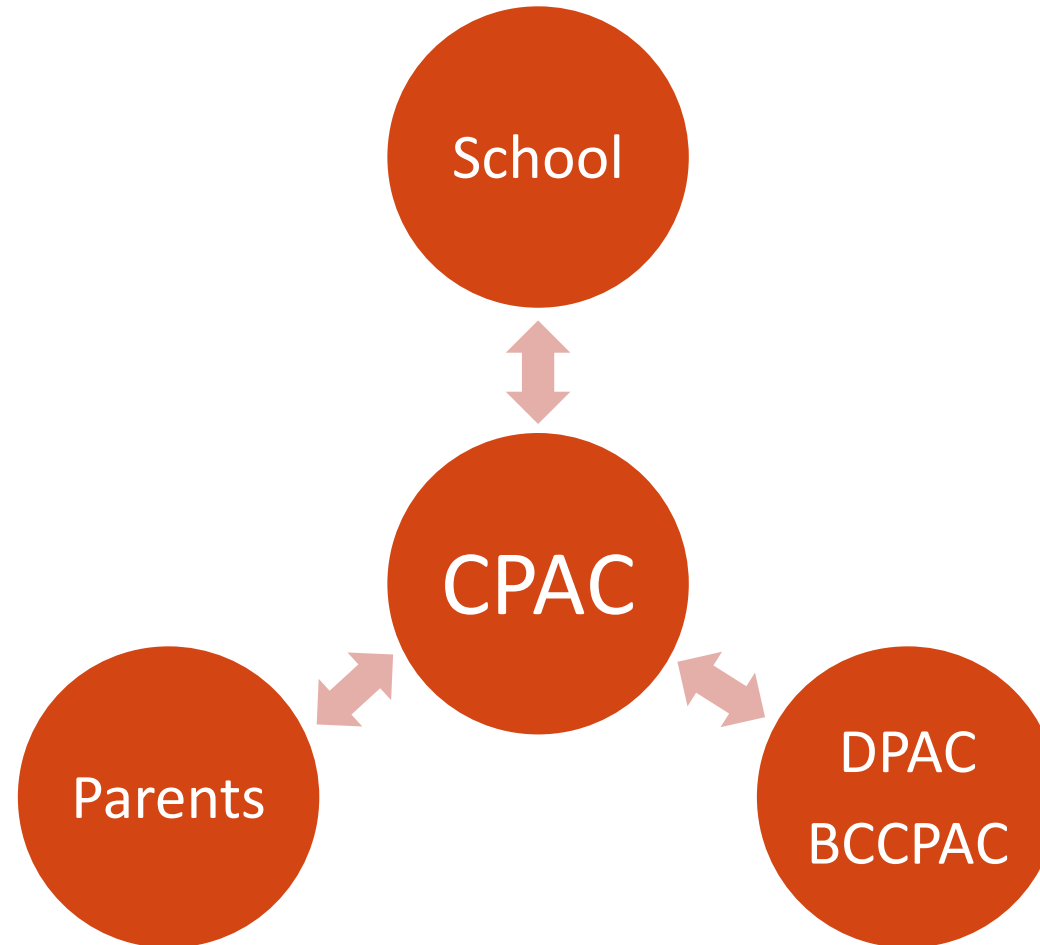
# CPAC Main Purposes

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1. Grow Link between parents, school, and school district  
Support two-way communication, promote parent involvement
2. Support and Enhance student learning  
Financial support for iDEC program, technology, curriculum enhancement, spaces, equipment, and supplies)
3. Organize and Support community-building initiatives  
Social events, cultural celebration, spirit wear

# Link

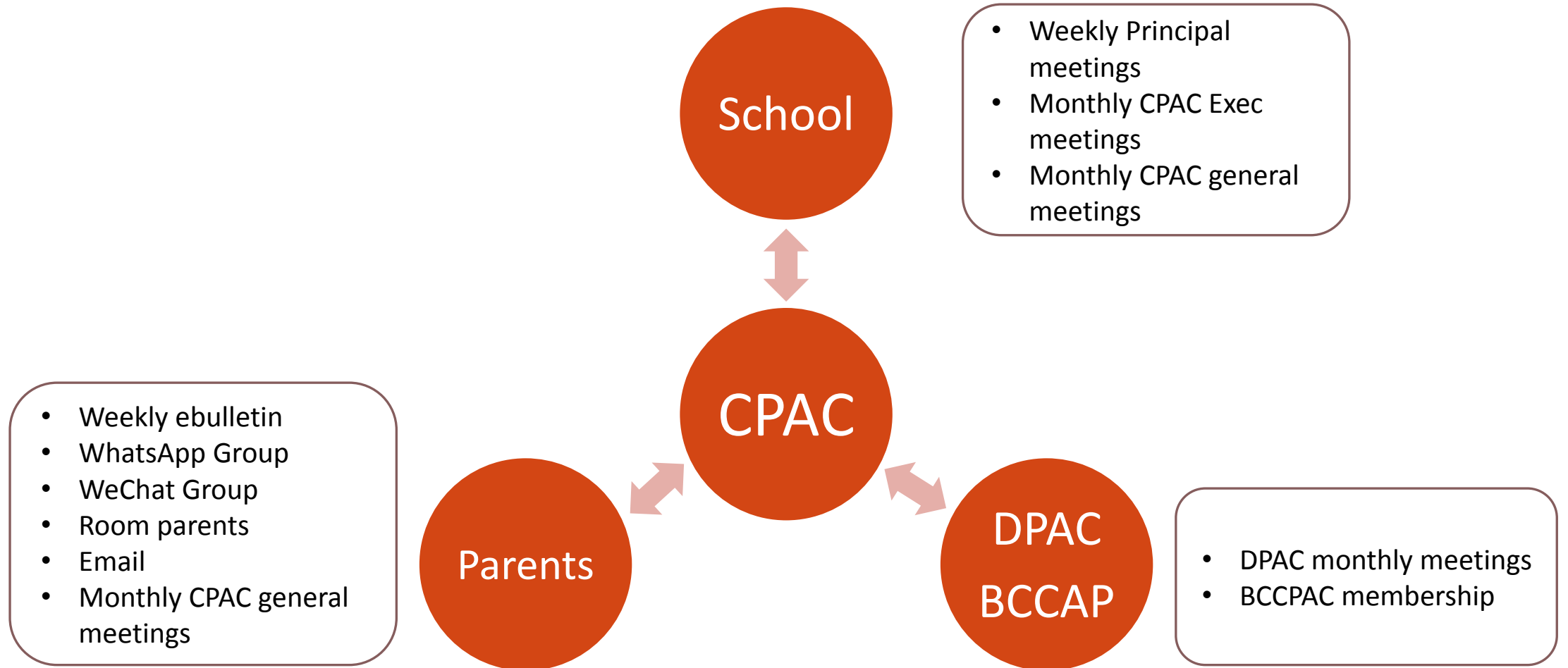
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# Communication

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# Enhancing Student Learning and Wellbeing

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**Classroom Fieldtrips \$16,000 (\$1000 per division)**

2023-2024 Examples

- K High Touch High Tech - Newton in a Nutshell & Ladybug Larva (in school)
- Gr1-2 Vancouver Aquarium/V'Ni Dansi: Metis dance and music (in school)
- Gr3 Sea-to-Sky Gondola
- Gr4 Museum of North Vancouver
- Gr5 Britannia Mines
- Gr6 Bowen Island Kayak
- Gr7 Camp Elphinstone



# Enhancing Student Learning and Wellbeing

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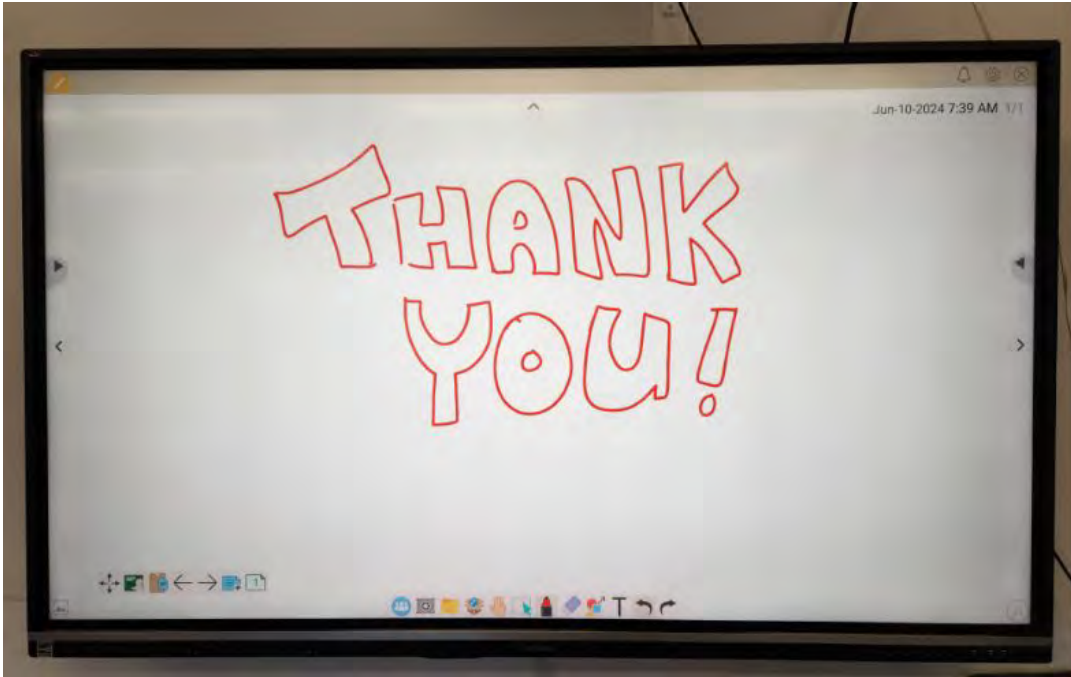
## Technology Enhancement \$13,000

### 2023-2024 Examples

- 6 Chromebooks
- 2 ViewBoards

### This/Next Year

- Staggered replacement of iPADs





# Enhancing Student Learning and Wellbeing

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**Curriculum Enhancement \$8,200**

## 2023-2024 Examples

- Dance (Royal Academy of Punjab)
- Ultimate Frisbee
- Field Hockey
- Saleema Noon Body Science Edu
- Grade 7 CPR Course



# Enhancing Student Learning and Wellbeing

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## Learning Spaces \$6,000

### Previous Years

- Kindie Playground
- Natural Pod furniture in every classroom and learning space
- Furniture purchases and replacements
- Water Fountain
- Sound Field Systems for 12? Classrooms

### Near Future

- Equip All classrooms with sound field systems



# Enhancing Student Learning and Wellbeing

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- **iDEC program (edu/tech subscriptions, licenses) \$5,000**
- **Music + Sports equipment (\$800 + \$800)**
- Edu materials and school supplies
  - **Teacher discretionary funds \$9,500 (\$500 per teacher)**
  - **Principal discretionary fund \$1,000**



# Community Building

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- Welcome Back Tea & BBQ
- Room Parents
- Bear Wear
- Movie Night
- Bingo Night
- Pumpkin Hunt
- Santa Sale
- Spring Fling
- Staff Appreciation Day



# Fundraising

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## 2023-2024 (\$68,680)

- Hot Lunch Program: \$30,000
- Annual Community Fundraiser: \$26,000
- Pop-up sales during events: \$3,000
- Purdy's sales: \$646
- Bear Wear: \$475
- BCLC Grant: \$7,500

**2024-2025 Budget is \$68,980**



# Fall 2024-2025

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Welcome Back Tea

Welcome Back BBQ

Annual Community Fundraiser

Primary Pumpkin Hunt

Santa Sale

Purdy's Fundraiser

Hot Lunch Program

After School Programs

Bear Wear Sale

# Treasurer Report GM

## September, 25 2024

## BANK ACCOUNTS

As of today



### BMO Operating Account

Bank balance

\$98,597.81

In QuickBooks

\$98,305.53

Updated 23 hours ago

Reviewed



### BMO Gaming Account

Bank balance

\$1,746.54

In QuickBooks

\$1,746.49

Updated 23 hours ago

Reviewed

## Uncleared cheques

23-11-2023	Cheque Expense	861 Jolie Rochard	Coffee & treats M&G Div. 9	\$ -28.62
<u>30-08-2024</u>	Cheque Expense	915 Candace Havelock	Donuts for teachers on the last d...	\$ -120.00
06-09-2024	Cheque Expense	918 Ng Chor Yu	Welcome Back Tea	\$ -83.79
10-09-2024	Cheque Expense	920 Ganna Yashkina	Coffee and muffins for kindergar...	\$ -59.87

**292.28**

# Caulfeild PAC

## Profit and Loss

September 1-25, 2024

	<b>TOTAL</b>
▼ INCOME	
Hot Lunch	53,984.37
<b>Total Income</b>	<b>\$53,984.37</b>
▼ COST OF GOODS SOLD	
Hot Lunch Costs	1,280.00
<b>Total Cost of Goods Sold</b>	<b>\$1,280.00</b>
<b>GROSS PROFIT</b>	<b>\$52,704.37</b>
▼ EXPENSES	
▼ Social	
Welcome Back Tea	143.66
<b>Total Social</b>	<b>143.66</b>
<b>Total Expenses</b>	<b>\$143.66</b>
<b>PROFIT</b>	<b>\$52,560.71</b>

# Caulfeild PAC

## Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L

September 2024 - August 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
BCLC Grant		7,500.00	-7,500.00	
Bear Wear Sale		100.00	-100.00	
Bingo Night Income		1,500.00	-1,500.00	
Caulfeild branded balls		400.00	-400.00	
Caulfeild Gear		900.00	-900.00	
Donations to SD 45		25,000.00	-25,000.00	
Hot Lunch		174,400.00	-174,400.00	
Movie Night		200.00	-200.00	
Purdy's Chocolates		700.00	-700.00	
SD45 Start Up contribution		180.00	-180.00	
<b>Total Income</b>	<b>\$0.00</b>	<b>\$210,880.00</b>	<b>\$ -210,880.00</b>	<b>0.00%</b>
<b>Cost of Goods Sold</b>				
Bingo Night Costs		1,200.00	-1,200.00	
Hot Lunch Costs		140,000.00	-140,000.00	
Hot Lunch Refund		500.00	-500.00	
Movie Night Costs		200.00	-200.00	
<b>Total Cost of Goods Sold</b>	<b>\$0.00</b>	<b>\$141,900.00</b>	<b>\$ -141,900.00</b>	<b>0.00%</b>
<b>GROSS PROFIT</b>	<b>\$0.00</b>	<b>\$68,980.00</b>	<b>\$ -68,980.00</b>	<b>0.00%</b>
<b>Expenses</b>				
<b>Charitable Outgoings</b>				
Rockridge Scholarship		500.00	-500.00	
<b>Total Charitable Outgoings</b>		<b>500.00</b>	<b>-500.00</b>	
<b>Curriculum Enhancement</b>				
Caulfield learning spaces		6,000.00	-6,000.00	
CPR Training Grade 7		1,200.00	-1,200.00	
Family Education		500.00	-500.00	
Field Trips		16,000.00	-16,000.00	
Music supplies		800.00	-800.00	
PE Equipment		800.00	-800.00	
Principal discretionary funds		1,000.00	-1,000.00	
Sport Month (Gaming funds)		0.00	0.00	
Sports day		200.00	-200.00	
STEAM and Site licenses		5,000.00	-5,000.00	
Teacher discretionary funds		9,500.00	-9,500.00	
Technology Enhancement		13,000.00	-13,000.00	
<b>Total Curriculum Enhancement</b>		<b>61,000.00</b>	<b>-61,000.00</b>	
Emergency preparedness		500.00	-500.00	
Operating Expenses		1,100.00	-1,100.00	
<b>Social</b>				
Cultural Community Building		1,500.00	-1,500.00	
Food & Beverage for PAC Meetings		100.00	-100.00	
Grade 7 farewell		1,200.00	-1,200.00	
Pumpkin patch		600.00	-600.00	
Purdy's Chocolate Pizza Party		100.00	-100.00	
Room Parent Meet & Greet		480.00	-480.00	

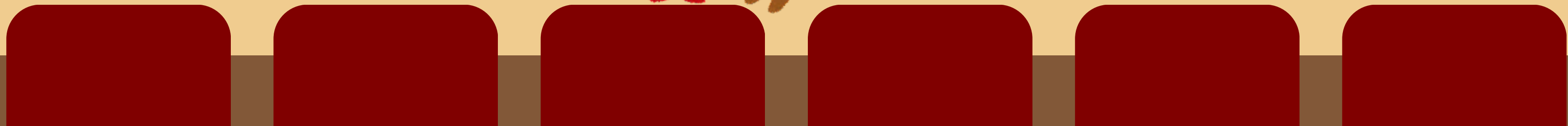
# Caulfeild PAC

## Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L

September 2024 - August 2025

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Staff Appreciations		1,700.00	-1,700.00	
Welcome Back Tea		200.00	-200.00	
<b>Total Social</b>		<b>5,880.00</b>	<b>-5,880.00</b>	
<b>Total Expenses</b>	<b>\$0.00</b>	<b>\$68,980.00</b>	<b>\$ -68,980.00</b>	<b>0.00%</b>
NET OPERATING INCOME	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
Other Income				
Interest		100.00	-100.00	
<b>Total Other Income</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>\$ -100.00</b>	<b>0.00%</b>
NET OTHER INCOME	<b>\$0.00</b>	<b>\$100.00</b>	<b>\$ -100.00</b>	<b>0.00 %</b>
NET INCOME	<b>\$0.00</b>	<b>\$100.00</b>	<b>\$ -100.00</b>	<b>0.00 %</b>

# THE WIZARD OF OZ





# WHEN IS IT?

March 13th

- Matinee
- Evening Show

# WHO IS INVOLVED?

- All Caulfeild students from Kindergarten to Grade 7.
- Ms Salmon
- Ms Yu
- Ms Stevens
- Ms Sidropolous

# HOW WILL IT WORK?

- Every student will be involved in the show. Each class will perform a song during the show. Students will need to get costumes to match the scene they are in.
- After Winter Break, each class will learn their song and practice during music class in the lead up to the musical.
- Grade 7 students have the opportunity to audition for lead roles or to help backstage.

# WHERE WE'RE AT

Scripts and the rights to perform the Wizard of Oz were purchased.

Auditions have begun!

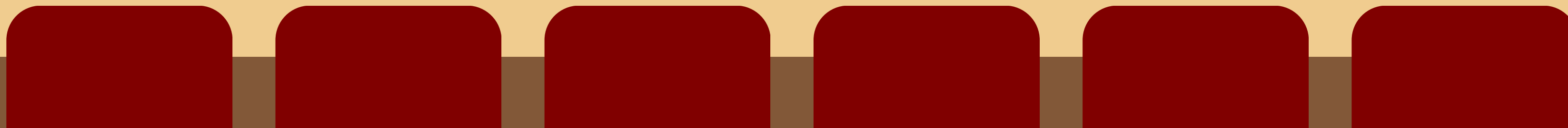
- We started our singing auditions today with the Grade 7s and will continue until Friday.
- Acting auditions will begin next Wednesday.
- Grade 7s will receive their roles in the coming weeks to give them enough time to learn their lines and become confident in their roles.

# WHAT WE NEED

Parents who would like to help with:

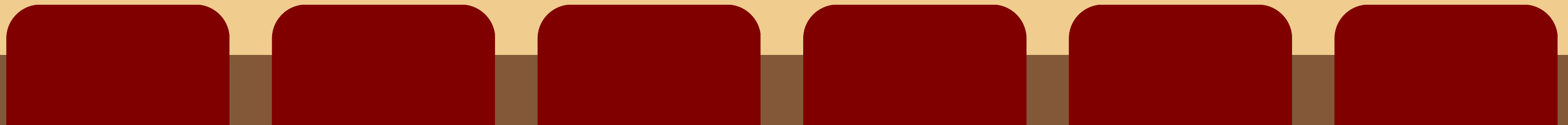
- Costumes, set design and/or props.
- Organising and running a fundraising raffle at the show.
- Running a tuck shop before the show.
- Working backstage during the show.

Any other ideas are welcome!



# WHAT'S NEXT

If you're interested in lending a helping hand or have any questions, feel free to reach out to me at [hsalmon@wvschools.ca](mailto:hsalmon@wvschools.ca) or talk to me outside the school at pick up time.





## CPAC Principal's Report: Sept 24, 2024

Hello and welcome from Mr. Blackburn.

### Thank you to CPAC

- Welcome Back BBQ
- Parent Tea
- Field Trips
- Classroom Support
- Volunteer Support
- Hot Lunch
- After School Programs
- ViewBoards
- Upcoming Projects: New System in the Screen

This is why financial support is so important. Thank you.

**Total Enrollment:** 385

**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;

Andrea Smith has accepted a TL position in Squamish on Mondays and Tuesdays but will stay on as our TL on Wednesdays/Thursdays/Fridays.

Alicia Ellis joins the team with Jeff's and Esther's classes one day a week.

Kayla Hamill is joining the team in Division 13. She will be working with Ms. Emma Ellis very Friday and Tuesday

Beverly Ann Lehman has joined the team as a full-time Inclusive Ed team member. Ting Ting is moving to two days a week.

Jessica Cassady will be joining the ELL team on Wednesdays.

Christine Thornton is joining the EA team at iDEC once again this year.

Mr. Randy has taken a position at Hollyburn, and Jerome Damian will be joining us each day.

### **What is iDEC?**

Inquiry Based, Digitally Enhanced Community

Inquiry is the pedagogical focus of our curriculum. Students take greater responsibility in shaping and sharing their learning. Guided in younger grades, and opening as the students can approach topics in a more mature and self-directed manner.

Digitally Enhanced.

Every student has a device.

Every classroom has a Viewboard

We are a digitally connected community - Google Classroom

We learning Digital Skills in the classroom and in Digital Design

For students to succeed in this manner takes collaboration, hence our classroom structure. And, like IB, teachers must work collaboratively to plan engaging lessons and units of inquiry.

### **The eBulletin**

**Personal Digital Device Policy:** Ministry mandate, PDD (including devices, watches, phones) are to be used only at the discretion of school staff/teachers. We don't use phones, smart watches or iMessage to communicate with families or each other. One warning, Twice loss of device, Three device pick up by parent.

### **School Events**

- Sept 26: Individual Photo Day
- Sept 26: Opening Night (5:30 - 6:00 is our Open House and the CPAC BBQ is 6:00 - 7:00)
- Sept 27: Orange Shirt Day
- Sept 30: National Day for Truth and Reconciliation (Stat)
- Oct 1: Immunization Clinic
- Oct 1: Cross Country Meet #3



- Oct 2: Parent-Teacher Conference, 12:50 Dismissal
- Oct 4: WVLL visits with k-3
- Oct 4: World Teachers Day
- Oct 7: SBT
- Oct 8: Volleyball Coaches Meeting
- Oct 9: Parent Teacher Conferences, 12:50 Dismissal
- Oct 10: Terry Fox Run
- Oct 15: Photo Retake Day
- Oct 28 Pumpkin Patch
- Oct 31: CPAC Morning Meeting and Halloween Parade