

## Chartwell Parents Advisory Council (CPAC)

### General Meeting **MINUTES**

December 7th 2017, 7:00pm

– 8:15pm

Library Commons

#### **Attendees:**

Nessa van Bergen	(Co-Chair)	Grace Huang
Tamzyn Jones	(Co-Chair)	Caroling Yuen
Chantal Trudeau	(Principal)	Rola Priatel
Alysha Karsan	(Vice Principal)	Hamid Payombarnia
Neelke Kruger-Logan	(DPAC Representative)	
Sergio Trevino	(Treasurer)	
Stephanie Gregory	(Member at Large)	
Jennifer Kwong	(Member at Large)	
Faisal Latif	(Div 7 Farewell)	
Lisette Marin	(Div 7 Farewell)	
Shirin Kiani		

#### **Regrets:**

Joanne Warburton	(Secretary)
Natalia Rosales	(Hot Lunch Chair)

#### **Meeting called to order at: 7:06pm**

(Reminder that the meeting now starts at 7pm, please try to arrive a few minutes early so we can start promptly)

#### **Welcome                      Nessa Van Bergen**

#### **Adoption of the Amended\* Agenda:**

Proposed by: Faisal Latif

Seconded by: Stephanie Gregory

#### **Adoption of the Minutes:**

Proposed by: Rola Priatel

Seconded by: Tamzyn Jones

\* Amendments to Agenda → Nessa is doing the Co-Chairs welcome and the DPAC report on behalf of Neelke

There were no questions / business arising from the minutes from the last meeting.

#### **Chair Report – Tamzyn Jones**

Thank you for everyone who has come out tonight!

Show of hands of those who received an email notice of the meeting from their Class Parent

Family photo night was held on Nov 8th and was a great success - all 16 spots available were booked (\$320 made). We booked a session and were very impressed with how professional the sitting was and in the great shots they took of our kids.

For next year we need to question the amount of work involved for the money raised? (over \$200 made in 30 mins in hot choc. sale as a comparison)

The school enjoyed a wonderful Remembrance Day assembly with veterans invited to the school - this is a real honor for the kids. 2 students were very proud to accompany Madame Trudeau in laying the wreath in the Ambleside Remembrance Day parade.

The choir had their first Christmas performance earlier this week at Park Royal, they have another performance scheduled at ICBC next Thursday first thing in the morning, parents are welcome to attend.

Hot chocolate sales started last week Friday and were a huge success. Lisette and Faisal will follow up on this as well as the upcoming movie night.

An e-mail went out earlier this week to all class parents with some advice regarding combined class teachers gifts for Christmas.

365give was introduced in Div. 3 & 9 last week. Teaching kids to change the world one day, one give at a time. Very inspiring, a great fit with Chartwell and a wonderful learning opportunity for the kids.

Badminton club continues on a Friday afternoon and still has spots available for any families wishing to join. We are considering promoting to other schools incl. Sentinel PAC?

***Important dates coming up to remember:***

- Report cards – Friday 8<sup>th</sup> Dec
- Christmas Show 'A Penguin Christmas'- Tuesday 12<sup>th</sup> Dec @ 1.30pm (are we doing the cookie collection this year?)
- Movie Night – Arthur Christmas – Thursday 14<sup>th</sup> Dec @ 6pm
- Garage Sale – Rola will report on more detail of this shortly, it is going to be on Tuesday 19<sup>th</sup> December
- Last day of school - Friday 22<sup>nd</sup> December (normal dismissal time)

***Please take time to visit our Parent page on the school website to keep up to date on what the PAC is working on.***

**Principals Report – Madame Trudeau**

Please find the details in the attachments

**Treasurer's Report – Sergio Trevino**

Please find the details in the attachments.

**DPAC Report – Nessa for Neelke**

Please find the details in the attachments.

**Hot Lunch Update – Natalia Rosales**

Nothing to report

**Spirit wear – Jen Kwong**

Samples will be on display outside of the office, orders to be placed before the holidays.

**Grade 7 Farewell – Lisette Marin**

Off to a good start. Hot chocolate sales excellent. Movie night on the 14<sup>th</sup>. Focus is on student volunteers and on ticket sales for this event. Volunteer page is set up – parent and student page. Leadership team to be informed. Another movie night / freezy / hotdog or subway lunches planned for next year.

**Christmas Garage Sale – Rola Priatel**

Info sheet went home today. Blog post to be approved and published. Gym to be set up on the Monday 18<sup>th</sup>. Half of proceeds will go to Free the Children and the other half to the Library Commons. E-mail to be sent tomorrow for the movie night and garage sale (encourage kids to bring loonies & toonies, leadership club involvement, need float)

**Library Commons – Nessa Van Bergen**

Received additional invoices which do not make sense, accounting department has not discussed with facilities so payment halted for now. Should get a reconciliation. Whale should be installed over the Christmas Break after some repairs/maintenance. Looking to host an opening celebration on Weds Jan 31<sup>st</sup> at 1pm. Other new furniture pieces should have arrived by then.

**New Business**

Kids leaving school during school hours. Whenever there are improper conduct issues they are discussed directly with the students and parents involved and followed up as necessary.



**Tamzyn thanked all for coming.**

**Meeting adjourned at: 8:27pm**

**Next CPAC Meeting:**

Date: Tuesday January 16th, 2018 | Time: 7:00 to 8:15PM | Venue: Learning Commons

## Principal Report to CPAC

November 2nd, 2017

- ☐ We were pleased to meet most of our parents at the Parent-Teacher Interviews on October 24<sup>th</sup> and 26<sup>th</sup>. The interview is an important opportunity to hear how your child is doing and how you can support their growth.
- Internet and Social Media Safety: thanks to CPAC for sponsoring Jesse Miller's student and parent sessions. We had 18 parents in attendance. The students were attentive and engaged in the presentation.
- Basketball Season: We have had 2 games so far! Thanks to coaches Karsan, Kos, Sasaerilla and parent Rick Nickles. So far we're 1-1 for both boys and girls teams. Next week is a "by" so we do not have a game. The district tournament is the last week of November.
- ☐ We had our first Family Grouping activity on October 25th to make Halloween decorations for the gym for the dance. Family grouping activities are wonderful to build connections between students of different grades, which creates a warm and caring culture of caring and kindness.
- ☐ We are still in FSA testing period. The testing period ends on November 10<sup>th</sup> (pro.d for us)
- ☐ Professional Development learnings: Our teachers attended Pro.D on Friday Oct. 20<sup>th</sup> and worked together on curriculum planning and implementation on Monday Oct. 23<sup>rd</sup>. Continued focus on reading, inquiry (FESL), executive functions and self-regulation. We have another Pro.D day on November 10<sup>th</sup> where teachers will work collaborative in grade-like groups. This is a district-wide day.
- ☐ Halloween assembly: thank you to the students from Leadership and Ms. Johnston for organizing and leading our entertaining assembly.
- ☐ We all enjoyed our Artstarts performance on November 1<sup>st</sup> with Gord Grdina.
- ☐ We are now preparing for the Remembrance Day assembly which is at 11am on Thursday November 9<sup>th</sup>.
- ☐ FESL: much work is being done in every classroom around reading instruction, strategies, and inquiry learning as we prepare for our year-end presentation as a Year 3 school.

## **Chartwell PAC Treasurer's Report: November 2, 2017**

### **Summary:**

The balance of the CPAC accounts as of November 2, 2017 are:

RBC General Account: **\$48,371.38**  
+ RBC Investment account: **\$40,065.21**

RBC Casino Account: **\$16,364.13**

Paypal Account: **\$121.17** (From previous year hot lunch online payments)

School Board Trust Fund: **\$19,973.81** (Library Commons Fundraising)

### **Deposits since last meeting October 3, 2017 in General Account:**

Hot Lunch: **\$4,474.18**  
Halloween Dance: **\$2,618.25**  
On The Go First Aid Training: **\$1,944.70**

### **Payments since last meeting October 3, 2017 in General Account:**

PCard – Hot Lunch invoices – October 2017 **\$10,050.14** (SD#45)  
On The Go First Aid Training: **\$1,280.16**  
Teachers Day: **\$225.65**  
Chartwell Elementary School: **\$17,900.00** Budget 2017/2018  
Halloween Dance: **\$1,175.78**  
Kitchen Supplies: **\$222.94**  
Petty Cash – Babysitting refill 2017/2018: **\$200.00**

All Electronic records are updated and reconciled.

Thank you,

Sergio Trevino  
Chartwell PAC Treasurer

**CPAC - Current Budget VS Actual - 2017/2018 - November 02, 2017 (in CAD)**

2017-11-02

Category	2017-2018 Budget	2017-2018 Actual	Difference
<b>REVENUE</b>			
Fund Raising	\$37,705.00	\$44,701.53	\$6,996.53
Athletic Programming (Badminton)	1,000.00		-1,000.00
Family Photo Night	250.00		-250.00
Gr. 7 Grad:			
Movie Night			0.00
TCBY			0.00
Hot Dog Days			0.00
Hoodies			0.00
Halloween Dance	1,200.00	1,442.47	242.47
Hot Lunch	30,000.00	42,529.31	12,529.31
Multicultural Night	3,700.00		-3,700.00
Other			0.00
Principal for a Day	250.00		-250.00
Spirit Wear	450.00		-450.00
Parent/Family Education Events	500.00		-500.00
Red Cross Babysitting Course		664.54	664.54
School Board Contribution	155.00		-155.00
Interest earned from investment	200.00	65.21	-134.79

Category	Budget	Actual	Difference
<b>EXPENSES</b>			
	<b>22,450.00</b>	<b>\$18,562.09</b>	<b>\$3,887.91</b>
Office	200.00		200.00
Petty cash (Babysitting)	200.00	200.00	0.00
Bad Debt			0.00
Bank Services Fee	100.00	13.50	86.50
CPAC Activity Refreshments and Food	200.00		200.00
Kitchen Supplies	400.00	222.94	177.06
Teacher Year End Gift	800.00		800.00
Welcome Tea	100.00		100.00
Administration / General expenses	200.00		200.00
Coffee/Breakfast Club	100.00		100.00
World Teachers Day	250.00	225.65	24.35
Art Starts Cultural Performances	700.00	700.00	0.00
Classroom Funds	4,800.00	4,800.00	0.00
Collaboration Funds	2,500.00	2,500.00	0.00
Physical Literacy In House Expert (ShuttleSport: Badminton)	1,500.00	1,500.00	0.00
Dance in Schools (Bob Shop Dance)	1,600.00	1,600.00	0.00
Principal Funds	3,000.00	3,000.00	0.00
Sexual Health Ed	1,200.00	1,200.00	0.00
Social Media Education/Digital Safety	600.00	600.00	0.00
21st Century Learning Initiative	0.00	0.00	0.00
Digital Literacy Education Fund	0.00	0.00	0.00
Site Enhancement Fund	2,000.00	2,000.00	0.00
First Nations Education & Enhancement	2,000.00		2,000.00
<b>Revenue - Expenses</b>	<b>\$15,255.00</b>	<b>\$26,139.44</b>	<b>\$10,884.44</b>

**West Vancouver DPAC General Meeting  
Inglewood Learning Centre  
Wednesday, December 6, 2017**

**School Attendance:**

All West Vancouver parents and guardians are invited to General DPAC meetings. Please try to send at least one representative to meetings.

Representatives present from the following schools:

Rockridge	Cedardale	Bowen Island
WVSS	Pauline Johnson	Cypress Park
Sentinel	Ridgeview	Caulfeild
Irwin Park	Lions Bay	Gleneagles
Chartwell		

**Regrets:** Eagle Harbour Chair  
Cedardale Chair  
West Bay DPAC Rep

**Absent:** Eagle Harbour  
Hollyburn  
West Bay  
Westcot

**Welcome and Call to Order: 9:17am**

**Adoption of Agenda and Minutes:** Alys Schantz & Lesley Miller, Approved

**Presentation – Rotary Club**

Presenters: Ken Wilson and Christopher Loat

**Youth Programs**

- EarlyAct – ages 5-13
- Interact – ages 12-18 (Rockridge)
- Rotaract – ages 18-30
- Youth Exchange – exchange for students aged 15-19, available in more than 100 countries
- STEP – Short Term Youth Exchange, family to family exchange, for students aged 15-19
- Rotary Youth Leadership Awards – intensive leadership experience organized by Rotary districts where you develop your skills as a leader while having fun and making connections, over a long weekend
- Rotary Adventure Programs
  - Adventures in Citizenship – ages 16-19 chosen from across Canada to spend 4 days in Ottawa



- Adventures in Film – Powell River
- Adventures in Forestry – Prince George
- Adventures in Health Care – UNBC
- Adventures in Technology – University of Saskatchewan
- Adventures in Tourism – Kelowna

### **Partnerships in the Community**

- West Vancouver Police Department – Annual Pulling Together Canoe Journey
- West Vancouver Youth Services – Summer Work Experience and Adventure Program and Ambleside Youth Centre
- West Vancouver Memorial Library – Summer Reading Program
- West Vancouver Schools – Interact, Bursaries (through Rockridge), Ethics and Values Program
- West Vancouver Chamber of Commerce – Membership and sponsor of their New Business Award
- West Vancouver Seniors Activity Centre – Christmas lunch
- Royal Canadian Marine Search and Rescue Station I – Fundraising
- North Shore Rescue – Rotary Ride for Rescue supports North Shore Rescue in keeping our playgrounds safe
- West Vancouver Community Foundation – Vital Signs
- Operation Red Nose – Drivers, Escort Drivers and Navigators, donations made go towards Youth (ie, Bursaries)

### **Beyond Our Community**

- Polio Plus – eradication of polio worldwide, support from Gates Foundation, 3 countries focused on still
- Rotary Peace Fellowship – scholarships for Master and Diplomas in peace and conflict resolution
- ShelterBox – disaster relief – no family without shelter
- Rotary World Help – Coquitlam, take used medical equipment and computers and ship them all over the world
- Rotary Foundation – provides matching grants for Rotary Club projects, both local and International, celebrating 100 years, one of top charities in the world ranked by Charity Navigator
- Canadian Government is contributing CDN\$1.2 million per year to Canadian Rotary projects which will be match by the Rotary Foundation

### **Volunteering**

- Need volunteers for North Shore Rescue – Rotary Ride for Rescue
- Second Saturday in June
- Partnership with PACs, help PACs and vice versa
- Contact: Natalie
- For more information, please email [dpac@wvschools.ca](mailto:dpac@wvschools.ca)

### **President's Report – Danielle Katerberg**

#### **PAC Web Training**

Thank you to all who attended the Web training session on November 22nd. A soft copy of the WordPress manual for PACs was emailed to attendees, and is on our slack workspace under #resources. Thank you to Sonya Adloff for facilitating the training session, and for working on making adjustments to the websites based on the discussion and feedback at the session.

## **Conferences**

Recently I had the pleasure of attending two conferences: The BC School Superintendents Association Fall Conference, and the BC Confederation of Parent Advisory Council's DPAC Summit.

Some key takeaways:

### *BC School Superintendents Association Fall Conference*

- Videos of some presentation available at: <https://bcssa.org/bcssa-fall-conference-2017/>
- We have a lot to be proud of in our BC Public Education system. Pasi Sahlberg, Finnish educator, author and scholar, says "We need more Canada"
- We need to rethink careers: 65% of kids in schools today will work in occupations that do not yet exist. (Dr. Kris Magnussen, SFU)
- George Couros, Author of The Innovator's Mindset, says "To innovate, disrupt your routine" and how teaching needs to evolve with the changing world
- The new K-12 Curriculum is leading the way in meeting the rapidly changing needs of students; Post secondary needs more time, and is thankful for the delay of implementing the 10-12 curriculum as they work out how it will align with their admissions process.

### *BCCPAC DPAC Summit*

- Again, a lot to be proud of in BC Public Education
- Deputy Minister of Education Scott MacDonald- shared a lot of interesting data highlighting the successes and challenges in BC Education ( Slides are posted at <http://bccpac.bc.ca/wp-content/uploads/2017/12/DM-Scott-MacDonald-November-24-2017-BCCPAC.pdf>)
- BC Training and Education Savings Grant: \$1200 RESP for kids born in 2006 and later; deadline for 07, 08, 09 birth years is Aug 14, 2018 (<https://www2.gov.bc.ca/gov/content/education-training/k-12/support/bc-training-and-education-savings-grant>)
- BC Achievement Scholarships of \$1250 are awarded to the top 8000 students in the province (based on 2004 Grad requirements) (students do not need to apply). Make sure the school has your up-to-date mailing address—too many scholarships go unclaimed due to mail being returned.
- Information about the SOGI Curriculum (Sexual Orientation and Gender Identity) can be found online at [SOGleducation.org](http://SOGleducation.org)

**Upcoming Events:**

Next DPAC Meeting: January 10, 2018:

We will get an update from Nina Leemhuis, West Vancouver's Chief Administrative Officer, on a range of community issues— particularly ones that may be of interest to families and children. It is also a chance for conversations on a range of topics of interest to those in attendance from arts and culture, to youth programs and opportunities to traffic and future development.

**Treasurer's Report – Nina Cheema****General Chequing Account**

No deposits, expenses of \$183.27 for School Board luncheon thank you and DPAC/Slack contest gift card. Current balance is \$16,510.99.

**Gaming Account**

No deposits, expenses of \$147.63 for BCCPAC membership (\$75) and October welcome coffee and general meeting (\$72.63). Current balance is \$2,463.40.

**Committee Reports****Parent Education – Danielle Katerberg**

For the 2017-2018 school year, the DPAC will be offering each PAC a one time grant of \$250 to be used towards hosting a parent education event. In order to receive these funds, please submit a receipt to us by the end of May 2018.

**Finance and Facilities – Danielle Katerberg**

Committee did not meet in November. The next meeting will be mid December.

**Traffic and Safety – Deanna**

Minutes will be linked at the end of the minutes

**Comprehensive Health – Kelly Richter**

Parent feedback requested regarding sleep

Discussion regarding technology and sleep patterns, ethics and values

Suggestion to open parent discussion on Slack regarding technology and sleep, Kelly will provide her email in Slack to be forwarded on to parents, DPAC email also.

Suggestion to have Jesse Miller to have parent centered talk

**Choice Consultative – Tanya Mah**

The committee met on November 28<sup>th</sup>, 2017. A total of five proposals were presented. After discussion, all were approved to move on to the next phase with the District Leadership Team. From there, proposals will be submitted to the Board for approval on December 19<sup>th</sup>.

**Technology and Digital Learning Working Group – Tanya Mah**

Committee will meet in mid-January 2018.

**Calendar Committee – Tanya Mah and Danielle Katerberg**  
Committee will be meeting in late January 2018.

**Human Resources – Andy Franks**

Teachers On Call needed.

Two classes exceeding size limits, in French Immersion classes.

AP Calculus – no longer exceeding size limits, after exam.

**Board of Trustees Report – Carolyn Broady**

**December Celebrations**

District Leadership Team and Board members to be attending celebrations in December.

**Cannabis legislation**

Trustees have been very involved regarding impact on youth, will be doing education in schools, ongoing and topical conversation.

**SOGI**

Cultureguard, pushback in Valley. West Vancouver Schools follows curriculum by Ministry of Education, non-partisan, supports healthy learning environment. Suggest Todd Lund or Maureen Lee to present to school PAC meeting

**Merry Christmas and Happy New Year**

**Superintendent's Report – Chris Kennedy**

**Specialty Programs**

- Broadened from sports academies: environmental sciences, animation
- Continual trend for high school students going into passion areas

**Administration Moves**

- Why are moves made the way they are:
  - Administrative growth,
  - Specific skill sets of some administrators, ie, IB, single track French Immersion
- Openings at Irwin Park and West Van Secondary for vice principals

**Admissions 2019 and beyond - UBC**

- Current Practice of Assessment: North American Secondary School Applicants
- Variation in Competitive Admissions Evaluation
- Holistic Admissions: Overview
- First-Year Performance at UBC (V&O) by number of Grade 11 and 12 Courses in Overall & Core Averages, BC12, 2016
- What Problems are we trying to solve? What benefits are we trying to realize?
- Key messages to students

- Information discussed is part of a presentation by UBC Director of Student Recruitment and Undergraduate Admissions Andrew Arida on admissions. Available online:
  - <https://mediasitemob1.mediagroup.ubc.ca/Mediasite/Play/5c5e763f41494ed6a1c583e25b5129681d>
- School counsellors, outside providers (ie, Options Solutions), university admissions office will have this information and can answer your questions.

### **Presentation: Physical Literacy**

Presenters: Diane Nelson, Amber Pascual, Erin Crawford

### **Make Movement Matter**

Physical Literacy Project, Kindergarten – Grade 3

Why Physical Literacy?

Today's children may be the first generation to have a shorter life span than their parents. We want to change that.

- Get students to be confident, competent movers so they will be motivated to stay active for life.

Born to Move

- Better brain, muscle, bone, heart, body, social life, low burden to society
- Coordination, agility, stamina, strength

Impact on Human Development

- Get started on a base of skills, will soon translate to a host of sports/activities, and translate eventually to professions/jobs
- It doesn't just end with the sport
- Movement anywhere anytime
- Weaving movement into the day allows students to manage their energy levels.
- Cognition (brain development) and emotions improve with movement.
- Social emotional wellbeing

We want to continue to build on current good practice but now include movement.

Equal importance: literacy, numeracy, physical literacy

Alignment with the new BC Ministry of Education Physical and Health Education curriculum

- Physical literacy assessment examples (report card)
- Rethinking the environment, less clutter, toned-down classroom, classroom design is intentional

How are We Going to Get There?

- Erin and Amber
- Teacher-Mentor support in classrooms
- September-June
- Wednesdays and Thursdays during school day hours
- Kindergarten-Grade 3

Physical Literacy Assessment for Youth

- [www.play.physicalliteracy.ca](http://www.play.physicalliteracy.ca) and [www.canadiansportforlife.ca](http://www.canadiansportforlife.ca)

- Pre-assessment for all students K-3 Canadian Sport for Life: run there and back, hop, overhand throw, kick ball, balance walk (toe to heel) backward
- Assessed 1700 children
- Developed at University of Manitoba and deployed by Canadian Sport for Life
- Tool has a very good to excellent reliability, strong validity, easy to interpret and very sensitive to change
- Agility, balance and coordination
- End with a post-assessment in spring

#### Teacher Support

- Specific movement prep to build durability and strength
- NCCP? Certified course
- Access to new and improved make Movement matter website
- Weekly WOW lesson plans
- Provide electronically to each teacher in YouTube clip format
- Delivered on Thursdays to allow teachers to plan and prepare the following week
- [www.makemovementmatter.org](http://www.makemovementmatter.org)
- Pair skills development with appropriate season and sports (ie, running skills with track and field or cross country season)
- 13 schools over 6-8 weeks.

#### Workshops

- Support for all adults who work with our students, teachers and education assistants
- Parent workshop to be offered

#### Next Steps

- Limited in scope, hope to expand to higher grades
- Encourage or challenge the non-dominant side
- Have the child wall-sit while brushing teeth or when reading book
- Tape a square shape or X on the floor at home