

Chartwell Parents Advisory Council (CPAC)

General Meeting MINUTES

October 5th , 2017,

7:00pm – 8:15pm

Primary Foyer

Attendees:

Nessa van Bergen	(Co-Chair)	Coville Coverra
Tamzyn Jones	(Co-Chair)	Yan Liu
Chantal Trudeau	(Principal)	Farzaneh Adelkhani
Ayesha Carson	(Vice Principal)	Hamid Payombarnia
Joanne Warburton	(Secretary)	Shirin Kiani
Faisal Latif	(DPAC Representative)	Kereshmeh Farhadi
Sergio Trevino	(Treasurer)	Grace Huang
Jennifer Kwong	(Member at Large)	Caroline Yuen
Natalia Rosales	(Hot Lunch Chair)	Lyu Zhang
Rola Priatel		Sherry Joy Lorenzo
Shabnam Taheri		Yong Song
Lisette Marrin		Jodie Read
Jenny Yu		Ramin Ghodsi

Regrets:

Stephanie Gregory	(Member at Large)
Neelke Kruger-Logan	(DPAC Representative)
Essay	(Chinese Community Liason)

Meeting called to order at: 7:08pm

Welcome Nessa Van Bergen

Adoption of the Agenda:

Proposed by: Lisette Marin

Seconded by: Faisal Latif

Adoption of the Minutes:

Proposed by: Lisette Marin

Seconded by: Faisal Latif

Chair Report – Nessa Van Bergen

Welcome to a new school year at Chartwell!

Show of hands of those who received an email notice of the meeting from their Class Parent.
(Introduce PAC Executive Members in attendance)

We've had a busy start to the school year and with construction going on in the gym, portable, and library. Because of this we had to alter our events usually scheduled around opening day at school, which has meant we haven't had a chance to meet some of our new parents here tonight! I hope you had a chance to learn who your Class Parents are at the Meet the Teacher Night. All of our PAC executive are eager to help you navigate our school.
Thank you to the faculty and staff for pulling it all together for our students.

For those of you new to Chartwell we want to make sure you know about the many community events we have like the upcoming Halloween Dance on Friday October 27th, Family Badminton Club starting on Friday after school 3:30-7:30PM, the Grade 7 Committee Movie Nights, Multicultural Night in the spring, and more!

We will be planning our Welcome Tea as part of the official opening of the Library Commons.

World Teachers Day was today - Thank you to Rola for organizing a lunch delivery for the Chartwell teachers today in celebration of World Teachers Day.

2017/2018 PAC: We have a Member At Large position available on the Executive.

Student Education Opportunity – Our first Education event is a Red Cross Babysitting Course on Friday, October 20th 8:30AM – 4:30PM. Available for up to 30 participants (must be at least 11 yrs old or have completed Grade 5) Currently 21 tickets sold

Chartwell After School Care – There are still spots open for the 2017/2018 school year. Please make sure you contact them soon if you think you will be needing care.

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

Minutes will be posted at the link below :-

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

Hot Lunch Update – Natalia Rosales

Hot Lunch is open again for ordering from November. Most payments are in, waiting for Cheque payments from a few parents which are outstanding, 197 orders in total so far!

Spirit wear – Jen Kwong

Jen is working on the spirit wear along with Lissette Marin, there will be the usual T-shirts and sweatpants with the school logo along with some new items this time. Look out for samples or sizing outside the office, order forms will be going home soon.

Grade 7 Farewell – Faisal Latif, Nessa and Lissete are on the committee this year.

- Fundraising will kick off early in Dec and Jan with Movie Nights.
- Chipotle night – there will be an organized evening where a percentage of sales will come back to the pac.
- Alternatives to TCBY. Hot Chocolate.
- Knit bits in time for Christmas.
- Spud.ca – 25% back.

***Looking for parent volunteers to sign up to help with fundraising, either offer time or money.

Family photo night – 8th November – great fundraiser and opportunity to get a fantastic family photo in time for Christmas.

Halloween Dance – October 27th – Tamzyn is the Chair, she is in the initial planning phase.

- Food will be Mac and Cheese, or sliders.
- Bake Sale – Candy bags and cupcakes.
- We need Volunteers to:- decorate the gym, make candy bags, help at the entrance and at the bake sale table, assist the kitchen team, clean up after the event.
- There will be one extra category this year for best homemade costume!
- DJ is booked.
- Posters will go up next week and order forms will go home.
- There is no cost to going to the dance, food sales are the way we make money at the event.

Learning Commons Update

- Construction work was mainly completed over the summer. The Parent Lounge still has work to be done.
- Mural for wall by artist Sarah Symes of Squamish was installed the second week of school.
- 3 iMac terminals are on order for the Media Centre and will be outfitted with video editing software and other multimedia uses
- \$1,200 being donated by the Chinese community from extra Multicultural fundraising, to be used for books
- \$50K for project from District - PAC responsible for \$50K.
- Furniture and new equipment is not included. Estimated to be additional \$30K (VOTED to allocate \$15K out of savings to 'meet' all parent donations). There are some furniture pieces on order.
- Once the accounting from the district is complete, we will have a better understanding of what we still need to fundraise for.

No new business

Nessa thanked everyone for coming to our first meeting.

Adjourned at: 8:15pm

Next CPAC Meeting:

Date: November 2nd, 2017 | Time: 7:00 to 8:15PM | Venue: Learning Commons

Principal Report to PAC meeting October 5, 2017

Enrolment: 261 students in 11 divisions

Facilities Projects: all projects complete or near complete. Gym opened on Monday. The portable is the home of Music and band programs. Learning Commons just waiting for last final touches but operational. (Parent Café and Media Centre)

Staffing is now complete: Ms. Needham joined us in Division 6 sharing with Ms. Eiriz. We have a new ELL teacher 2 days a week, her name is Maria Kotsovolos. We are looking forward to meeting our new counselor (2 days a week) starting October 23rd. Her name is Deirdre Keiting.

Meet the Teacher Night: we were glad to see many parents at our Meet the Teacher Evening last Tuesday. We had a very good turnout. We hope to see all the parents for the Parent-Teacher Interviews on October 24th and 26th. We have booked Jesse Miller for a Parent Session on Internet Safety on the 24th and I highly encourage you to attend this very informative presentation.

Communication: We want to remind parents to stay connected with school news by checking the school website, the Twitter feed, CTW. We

have a very low percentage of our families who have completed the e-forms, indeed the lowest elementary school in the district. E-forms can be found on the school website in the Parent Section, Policies and Procedures. Please attend to that. We also request parents to sign up for School Cash Online as it will be the preferred method of payment from this point forward.

Athletics: Cross Country Season concluded with the last meet on Tuesday. Thank you to coaches Kristi Yorke, Leah Kos, Salimah Fidai and Alysha Karsan. Basketball season getting organized right now. We thank the CPAC for funding more new jerseys for our teams.

Before and After School Care: Our daycare has spaces for before and after school care. They have reduced their fees to be comparable to other facilities. They have very few students registered. That said, there are many students who are dropped off at school between 7:30 and 8am and there is no supervision offered at school at that time.

FSA's for Grade 4 and 7 – Revised for Fall 2017

Parents of those students received the information and the students are practicing at home and at school using the samples provided by the ministry.

FESL (Framework for Enhancing Student Learning) Update: The committee is working on data collection in preparation for our final Capstone Presentation in later Spring where an external team will

review our progress on our goal: increasing reading abilities and comprehension to equip our students to be “inquirers”.

We wish to thank our wonderful CPAC for the wonderful luncheon they offered our teachers today for World Teachers Day today! Very thoughtful and much appreciated by everyone!

Happy Thanksgiving to Everyone!

Chartwell PAC Treasurer's Report: October 03, 2017

Summary:

The balance of the CPAC accounts as of October 03, 2017 are:

RBC General Account: **\$72,800.47**
+ RBC Investment account: **\$40,048.77**

RBC Casino Account: **\$16,364.12**

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

School Board Trust Fund: **\$18,766.43** (Library Commons Fundraising)

Deposits since last meeting September 4, 2017 in General Account:

Hot Lunch: **\$50,516.82**

Payments since last meeting September 4, 2017 in General Account:

All Electronic records are updated and reconciled.

Thank you,

Sergio Trevino
Chartwell PAC Treasurer