



**Chartwell Parent Advisory Council
Monthly General Meeting
Wednesday February 20th 2019
Time: 7:00 – 8.15pm**

Meeting Called to Order: 7:05pm

Attendees:

Tamzyn Jones
Lisa DeSalvo Harris
Rola Priatel
Nima Sheikhy
Grace Huang
Ruby Hu
Annie Westcott
Erica Long
Neelke Kruger-Logan
Farzaneh Adelkhani
Jas Purewal
Brenda Weeks
Caroline Wang

Regrets:

Nessa van Bergen
Sergio Trevino
Natalia Rosales
Jenny Yu

Welcome – Tamzyn Jones

- Approval of last meeting's minutes
 - Brenda Weeks
 - Neelke Kruger-Logan
- Approval of agenda for meeting Tamzyn Jones – 2 mins
 - Rola Priatel
 - Jas Purewal

Questions and Business arising from last meetings minutes

- none

Guest Speaker – Sandra-Lynn Shortall

Strong Start BC Early Learning programs

- Ministry of Education – resides in HUB, but is a district program
- 3 in West Vancouver School district
 - Eagle Harbour
 - Hollyburn
 - Chartwell
- Many of the children move into the elementary the hub is located at or a surrounding school
- Started 5 years ago
- Focus to work with families and caregivers to create educational goals
- Area of focus - physical growth and mental stimulation along with the caregivers in all of

- our communities. We have vulnerabilities that may get in the way of childhood growth
- Use EDI to pinpoint where HUBs are needed
- It is being utilized by the immediate community
- In 7th wave of EDI, but from wave 6 our vulnerability rate is going up which means children of Vancouver are not getting everything they need for healthy childhood growth
- There is a Teddy Bear picnic in September to connect the community, child comes with parent or caregiver
- 75 children registered at the Chartwell HUB, only 15 are in attendance at a time
- Community health care makes visits, Northshore Family counselling comes 3 times per year, dental hygienist come 3 times per year
- All are school based, but there are a few community outreach sights (community centre)
- Open to all children prior to kindergarten
- All children get BC registration pin numbers and taught by early childhood educators
- Gave examples of families that utilize the HUB, parents and grandparents that also use it as a network to get in contact with other parents and caregivers that participate
- As families come to these HUBs they connect with West Van School District
- Pictures drawn and stories told by the children and recorded
- Program is so popular that people are being turned away
- Being funded by the municipality
- Very happy with the response of the families
- With strong start they are seeing direct correlation between the kids who are in Strong Start enrolling into West Vancouver schools and has proven to be very effective in connecting families to West Vancouver schools

Officer's Reports

Chair's Report

Tamzyn Jones – 5 mins

There has been a huge amount going on in the past few weeks and there is a lot upcoming so I am going to keep my report short and mainly comprised of thank you's which are the most important part!

1. We had Alysoun McKay Lee's retirement party right at the end of January and presented her with a cheque for \$1725 as a thank you from all families at Chartwell for her grace, knowledge and kindness shared with us during her time at Chartwell - many thanks to all who contributed to the gift and helped to make the party a huge success.

Alysoun asked me to share the following with you;

I wanted to extend my deepest thanks to you all for giving me such a wonderful party yesterday. I sat down this morning with my tea and my book and enjoyed a bunch of memories - with you all!

What a fabulous gift

And. the suitcase full of 'travel' So much fun! You totally had me there.

You are such an amazing group of people - I really meant it when I said that you have enriched my life by sharing yourselves with me. I am so very fortunate.

I will let update you on the travel :) and I am happy that I will see many of you around the school as we work on The Sound of Music!

With gratitude and sending hugs,

Alysoun

2. The Lunar New Year committee planned and executed the most amazing celebrations for the students, parents and staff to enjoy on February 4th. The attention to detail that went in to this event was incredible and is a true testament to what can be achieved when a community works together. The committee will be reporting on more detail about their successes shortly

but I would like to offer a huge thank you on behalf of us all - we are already looking forward to seeing the plans for next year.

3. To round out district Sleep Week which has been going on in all schools this week, there will be a parent education event on Tuesday March 12, 2019 at 7pm at the Kay Meek Centre.

Join us for 'Dreaming of Great Sleep for Your Family' where we will hear from 2 authorities on the importance of sleep.

They will speak on the biological impact of lack of sleep on child development, social emotional regulation and will provide ideas on how to practically manage sleep issues in families. They will also discuss sleep and screen time as key components of physical activity as well as the importance of promoting all aspects of physical activity in order to improve the physical and mental health and wellbeing of children and youth on the North Shore.

Follow the link in CTW and also on the e-mail informing you about tonight's meeting to purchase tickets.
(\$10 WVS families / \$15 NWVS families)

Principal's Report

Chantal Trudeau – 10 mins

- Thank you to Lunar New Year committee for a great day.
 - Thank you to parents for Alysoun's gift and celebration.
 - Awesome presentations at the Future City gallery walk on Jan 28th and at the District competition on Feb 1.
 - SLEEP WEEK this week!
 - Traffic: concerns regarding lack of sidewalks around school have been reported to the district Traffic Safety committee.
 - CSL: Freshgrade reports will be shared digitally on March 15th. More info coming soon.
 - FESL update: ongoing focus on writing instruction in all classrooms in this Year 1 of our Framework for Enhancing Student Learning.
 - We will have ADST Days with support from our Teacher Librarian and District Support Teacher Cari Wilson for all primary classes on Feb 19, 21, 26 and 28 and a few more days after Spring Break.
 - Feb 25th we are sending home "Are you returning to Chartwell?" forms. Please return to the office as soon as possible or by March 11th.
 - Jesse Miller will visit our school on Feb 22nd. We hope to see many parents at the 7:45 am Parent Info session. Thanks to those who have RSVP'd, coffee and muffins served.
 - Bop Shop is on this week with instructor Kristina Lynden. We will have a performance on Monday Feb 25th. 1:45 PM performance.
 - Body Science coming up soon with Parent Info Session Feb 25th moderated by Saleema Noon, and student sessions Mar 7th and 8th.
 - Feb 27th is Pink Shirt Day. Encouraging all students to wear pink.
 - Badminton Week March 11th to 15th. Intermediate classes will have sessions with guest instructors Maker Zen Lab after SB. Huge thanks for the resources paid by our CPAC (guests and resources)
 - Volleyball season is on. Good games vs Gleneagles yesterday. Thanks to our coaches Ms. Karsan, Kos, Poh, Sasaerilla and Fry.
- Rola asked:** is it the same person that taught robotics to the 6th grade last year?
Mdme. Trudeau: No, it is a different group

Treasurer's Report

Tamzyn Jones – 10 mins (on behalf of Treasurer)

Report attached at end of Minutes

- Rola noted that there is only one popcorn day showing and there has been 3 popcorn days since Feb 19
- Understand how much the website takes for doing online sales of hoodies

DPAC Report

Viki Williams – 10 mins

- The first DPAC meeting of the new calendar year took place on 06 February 2019 in the Inglewood Learning Centre in WVSS South Campus. PAC & DPAC reps from schools, Carolyn Broady: Board of Education, Trustee Chris Kennedy: Superintendent
- DPAC Chair Report:
 - proposed B-Line (B-Line @westvancouver)
 - West Vancouver Traffic news (E-news)
 - March 06- new curriculum
 - Great Sleep- March 12 (Kay Meek theatre)
- Traffic and Safety Rep Report:
 - Safety Committee meeting (16 January 2019)
 - Valet parking (student/parent/volunteer)
 - Travel Smart (300\$ fund/school) Miscellaneous:
 - 2019/20 school year has been posted and up on the school website
- Human Resources Rep Report:
 - District Facility Manager is leaving
 - Negotiations with Teachers' Union is ongoing (65 days in the next 3 months)
 - new academics choices approved: kickboxing, engineering, sport & recreation mentorship
- Technology and Digital Learning (meeting Feb 05)
 - digital access (mindful computing)
 - digital resources (Freshgrade, IXL, My Blueprint, Nat Geo, ERAC)
 - Virtual Reality (Rockridge introduced it last year, Westcot this year)
 - Infrastructure: disaster recovery Roadmap
 - exposure: make sure it is adding VALUE to teaching
 - basic computing skills are important, more technology time is not always necessary though
 - make sure there is interaction, collaboration and discussion during screen time
 - BYOD- bring your own device
 - self-management
 - high schools: school calendars accessible online
 - strong parent interest ('What is the good age to introduce technology'), next meeting in May
- Ms. Carolyn Broady's report:
 - teachers' contract, teachers' bargaining
 - Provincial reps/Government reps
 - Class size & composition (classroom conditions)
 - teachers' salary (harmonization)
 - funding model
- Vice Superintendent's report:
 - District wide initiative: designing future cities at WVM Library
 - new academies in high schools
 - North Shore News: Ms. Ariel Wong (WVSS) into Harvard (!!!!)
 - funds for mental health promotion
 - planned trips in the district: Antarctica, Japan, Europe

Committee Reports

Hot Lunch Report

Brenda Weeks – 5 mins

- 188 orders for 2nd term
- \$1500 additional to last term
- Feb 25th Term 3 Hot Lunch will be opened until March 8th at 5PM
- More volunteers needed for March and April - booked before Spring Break

- Always same parents volunteering
- Hot lunch email bi-weekly
- Drive home what the hot lunch fundraiser pays for throughout the year and extra-curricular activities that the PAC pays for
- Put up sign-up sheet in kitchen or bulletin board in hallway

Grade 7 Farewell

Rola Priatel – 5 mins

- Successful hotdog sales: net over \$800
- April 8th next Hot Dog lunch date
- Adding one more Hot Dog date in June
- Popcorn sales good, send kids with toonies (\$178 net, \$111 net)
- Will sell popcorn at Bop Shop for parents to buy
- \$1822, budget is to raise \$5000
- Bingo possible fundraiser
- Pub night – sell tickets for \$25 would get in for a drink and appy to whole school
- Sat April 27th: Two Lions Pub Grade 7 Fundraiser

New Business

Lunar New Year Celebrations – FeedbackOrganizing Committee – 5 mins

- Thank you for the school support from Administration, families and volunteers
- Committee really enjoyed the process and a lot of great feedback and suggestions from the students and parents
- Want to be able to bring goods back from China earlier so that the process is not too rushed
- Chinese Architecture theme for next lunar celebration

Nooruz Celebrations – Planning Organizing Committee – 5 mins

- March 4 - Still planning activities for the kids
- Traditional scene
- Persian tea house – possibly sell coffee, tea, sweets
- Start at 10am to 2:45pm – parents to come in 2:30 to come for treats and tea

Parent Education Opportunities Tamzyn Jones – 5 mins

- Social Media Safety – Jesse Miller (Friday, Feb. 22nd in the morning, Learning Commons)
- Sexual Health Education Overview for Parents – Saleema Noon (March 25th 6:30PM, Learning Commons)
 - Funded every other year by PAC but also in direct response to last year's request from the Chinese community
 - Saleema will talk about what they review in each grade level
 - Learn words and concepts that are easy for the kids to understand
 - Equip parents with verbiage of how to answer questions

Meeting Adjournment: 8:29PM

Next CPAC General Body Meeting
 Date: Wednesday March 13th 2019
 Time: 9:00 – 10:15am
 Venue: Learning Commons

Chartwell PAC Treasurer's Report: February 19, 2019

Summary:

The balance of the CPAC accounts as at February 19, 2019 are:

RBC General Account: **\$23,869.71**
+ RBC Investment account: **\$40,274.85**

RBC Casino Account: **\$21,276.98**
Paypal Account: **\$3,388.64**

Deposits since January 15, 2019 in General Account:

Hot Lunch: **\$3,749.75**
Contribution for Retirement Gift: **\$1,725.00**
Popcorn: **\$178.05 (Net of expenses)**
Hot Dog Days: **\$1,096.50**

Payments since January 15, 2019 in General Account:

SD45: **\$6,565.80** Hot Lunch suppliers – January 2019
Retirement Gift: **\$1,725.00**

All Electronic records are updated and reconciled.

Thank you,

Sergio Trevino
Chartwell PAC Treasurer

CPAC - Current Budget VS Actual - 2018/2019 - February 19, 2019 (in CAD)

2019-02-19

Category	2018-2019 Budget	2018-2019 Actual	Difference
REVENUE			
Fund Raising	\$41,600.00	\$42,515.89	\$915.89
Athletic Programming (Badminton)	350.00	400.00	50.00
Gr. 7 Grad:			0.00
Movie Night			0.00
Popcorn		178.05	178.05
Hot Dog Days		1,096.50	1,096.50
Hoodies		1,504.98	1,504.98
Hot Chocolate			0.00
Other (Cutlery Sets)		166.45	166.45
Halloween Dance	1,200.00	2,106.72	906.72
Hot Lunch	35,000.00	34,991.76	-8.24
Multicultural Night	3,500.00		-3,500.00
Spirit Wear	450.00	693.58	243.58
Parent/Family Education Events	500.00	603.00	103.00
School Board Contribution	160.00		-160.00
Interest earned from investment	440.00	274.85	-165.15
Library Commons	-8,500.00 *17/18	500.00	9,000.00
Category	Budget	Actual	Difference
EXPENSES			
	46,050.00	\$23,514.30	\$22,535.70
Office	200.00		200.00
Petty cash (Babysitting)	400.00		400.00
Bad Debt			0.00
Bank Services Fee	100.00	180.99	-80.99
CPAC Activity Refreshments and Food	200.00		200.00
Kitchen Supplies	1,400.00	867.63	532.37
Teacher Year End Gift	900.00		900.00
Welcome Tea	100.00	53.54	46.46
Mutual Appreciation Lunch	500.00		500.00
Administration / General expenses	1,300.00	-618.23	1,918.23
World Teachers Day	250.00	330.37	-80.37
Playground (To move the primary equipment)	15,000.00		
School Garden Project	3,000.00		
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	1,500.00	1,500.00	0.00
Social Media Education/Digital Safety	600.00	600.00	0.00
21st Century Learning Initiative	3,000.00	3,000.00	0.00
Digital Literacy Education Fund	3,000.00	3,000.00	0.00
Site Enhancement Fund			0.00
First Nations Education & Enhancement	500.00	500.00	0.00
Revenue - Expenses	\$4,450.00	\$19,001.59	\$23,451.59

Itemized Categories - February 19 2019
2018-09-01 through 2019-02-19 (in Canadian Dollars) (Cash Basis)

2019-02-19

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Date	Num	Description	Memo	Amount
INCOME				42,515.89
Fund Raising				42,241.04
Badminton Club				400.00
Gr. 7 Grad				2,945.98
Hoodies				1,504.98
Hot Dog Days				1,096.50
Other				166.45
Popcorn				178.05
2019-02-19	DEP	Popcorn	Cash Popcorn Feb-01-19	235.80
2019-02-19		Popcorn	Save-on-Foods Popcorn receipt	-57.75
Halloween Dance				2,106.72
Hot Lunch				34,991.76
Library Commons Fund				500.00
Other				0.00
2018-10-24	255	**VOID**Hollyburn Country Club	Sysco Canada Invoice	0.00
2018-10-30	257	**VOID**SD#45	PCard - October 2018	0.00
2019-01-31	eTr	E-Transfer - Request Money	Ms. McKay Lee Retirement Gift	490.00
2019-01-31	272	Alysoun McKay Lee	Retirement Gift	-1,725.00
2019-02-19	DEP	Retirement Gift Contributions	Cash \$1,235.00	1,235.00
Red Cross Babysitting Course				603.00
Spirit Wear				693.58
Interest Inc				274.85
2018-10-16	DEP	Interest Earned	GIC Interest \$40,000 x 228 days x 1.1%	274.85
EXPENSES				-23,514.30
21st Century Learning Initiative				-3,000.00
Administration				1,223.88
Administration - CPAC General Expenses				-605.65
Art Starts Cultural Performances				-700.00
Bank Services Fee				-180.99
Bob Shop Dance				-1,600.00
Classroom Funds				-4,800.00
Collaboration Funds				-2,500.00
Digital Literacy Education Fund				-3,000.00
First Nations Education & Enhancement				-500.00
Kitchen Supplies				-867.63

Itemized Categories - February 19 2019
 2018-09-01 through 2019-02-19 (in Canadian Dollars) (Cash Basis)

2019-02-19

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Date	Num	Description	Memo	Amount
		Physical Literacy		-1,500.00
		Principal Funds		-3,000.00
		Sexual Health Ed. - Students		-1,500.00
		Social Media Education - Digital Safety		-600.00
		Teachers Day		-330.37
		Welcome Tea		-53.54
OVERALL T...				19,001.59