



## CHARTWELL • PARENT • ADVISORY • COUNCIL

Every Parent and Caregiver at Chartwell!

### General Meeting Minutes – VIRTUAL MEETING

Date: TUESDAY December 8<sup>th</sup> 2020

Time: 7:00-7:57

#### 1. Chair's Welcome

- **Territory Acknowledgement** - *We would like to recognize that we are gathered together on the traditional lands of the Squamish Nation and want to thank our friends and colleagues in the Nation who are working with us to guide our understanding of the history of this land and its people. We respect and honor the Elders past, present and future as we bring this knowledge to the students of our community.*
- **Meeting Called to order:** 7:02 PM
- **Approval of last meetings minutes** –Priya Bharath, seconded by Nessa van Bergen
- **Approval of agenda for current meeting** – Priya Bharath, seconded by Nessa van Bergen
  - **Agenda Amended:** Katya and Laurel not here for DPAC and Hot Lunch reports, but Tamzyn will update.
- **Questions and business arising from last meetings minutes** –none

#### 2. Special Guest Speaker: Shannon Ozirny - Head of Youth Services, West Vancouver Memorial Library

- Will share library updates and brand new book information :
- Libby: ebooks/eaudio free alternative: Libby by Overdrive-use library card number to set up account. Can use with Kobo, but not Kindle-
- over 100 virtual programs - All you need to do is register in advance and have a laptop. Sign up for newsletter to get the latest information
- books with pictures and comics are ok- they are just as challenging and demand same reading skills. comics can help reading skills such as- making inferences, closure, predictions, connections
- library has changed-no public space to work, no programs, but can come in to browse, or can put hold on books and come pick up also can come see librarian for help
- [westvanlibrary.ca](http://westvanlibrary.ca): visit website and go to kids/teens tab under supporting educators and students.: One stop shop for help with children with useful resources and booklists
- How to find something to read for child. All librarians at West Vancouver Memorial Library hold advanced degrees and happy to help. The key is to just find what we like to read. Looking for custom booklist? Send an email and the librarians will send custom one to you. Letting the child pick their own book is the best way to encourage better reading. Audio books help vocabulary, comprehension , and english pronunciation
- See attached presentation for links and book recommendations for each grade level.

#### 3. Chair's Report – Tamzyn Jones

**DPAC Report** - link for minutes and presentation on Esports will be posted to the website once available.

- o Click the link for [DPAC Minutes](#)

- The DPAC still needs a secretary

- Chris Kennedy reiterated what he's already said about Temporary Transition Students, lower numbers of international students, lack of host families due to COVID...

- This month's special presentation was ESPORTS: WVS's Quest to Enrich the Student Experience (Gaming) - this is not exactly an initiative being pushed into the schools but one that will be slowly introduced at the high school level first, then down (possibly).

### **Hot Lunch**

- *The first couple of weeks went well aside from a few forgotten sets of cutlery and a minor issue with a date that was missed from the ordering schedule - thanks to everyone for their patience whilst we sorted that one out. The vendor has delivered promptly with hot food that is well organized and clearly labelled making it a relatively easy task to distribute - huge thanks once again to Laura and her team for supporting us in getting the lunches to the classrooms. The same process will continue in January to reduce the number of extra people in the building (as long as the number of orders does not dramatically increase) and we will review again for February and the rest of the school year.*
- *Chris Kennedy has approved adding a 3rd day, so in January we will offer hot lunch on a Tuesdays, Wednesdays and Thursdays. We will continue to use only 1 vendor for now (Presto catering) in light of continued Covid concerns but will offer all of their items on each day (rather than a reduced alternating menu) to give parents as much choice as possible.*
- *The Munchalunch system will be open this coming Sunday December 13th at 5pm until Friday December 18th at 5pm (the last day of term) for families to place orders for January. Details will be sent out in an e-mail once again with reminders in Chartwell this Week and again a couple of days before the ordering deadline to ensure we catch as many people as possible - it is not possible to reopen the system after the cut-off date so please make sure you order in time otherwise you will have to wait until February for your student to get hot lunch.*

### **Holiday Fundraisers**

- *Both the festive plants and Purdy's were very successful.*
- *Purdy's sales were \$3660.30 with a profit of \$915.08. We also received 2 gift cards which have been donated to the Christmas Bureau as last year.*
- *Growing Smiles sales were \$1071 with a profit of \$327.49.*
- *Huge thanks to Lisa for coordinating the pick-up of the orders in a safe manner following all covid protocols and thank you to both her and Laura for sorting both deliveries when they arrived at school on Friday afternoon - the gym looked amazing full of poinsettias, planters and wreaths on Saturday morning and I hear the aroma of chocolate was pretty enticing too when the boxes were being unpacked.*
- *Thank you also to everyone who ordered and contributed to our fundraising goals - the total raised was \$1242.57 which is just short of what we achieved last year with Purdy's and a fantastic result when you consider the challenges faced this year!*

### **Combined Teacher Gifts**

- *An e-mail was sent out over the weekend by class parents to ask families to contribute to a combined gift for the class teacher if they wanted too. We are encouraging giving a gift that is 'Covid' friendly and to remember that we do have our Grade 7 Farewell fundraiser set up with Indigo (for giftcards & the majority of all other products) - a percentage from online Indigo purchases will go directly to help fund the keepsake hoodies and year end festivities for the Graduating Class of 2021 so this would be a great way to both celebrate the teachers and support our current fundraising goals.*
- *We also discussed and agreed at the executive to get \$100 gift cards for the 2 custodians in light of their extra and sustained efforts over the past few months. This is already included in the budget as part of the amount allocated for year end gifts.*

### **General**

*I am sad to announce that Priya and her family are leaving Chartwell at the end of the year for a new adventure in Toronto. We would like to take this opportunity to thank her for all her efforts and enthusiasm in the past year - you will be missed!*

*Lisa & I would also like to take this opportunity to thank everyone for their continued support in this new way of doing things - we know it hasn't always gone exactly to plan but appreciate your patience as we have tried to find solutions! We want to wish everyone a very Merry Christmas and a wonderful start to the New Year - we hope you have a restful & safe Winter break.*

- **Principal's Report – Laura Magrath and Alysha Phillips**
  - **See attached presentation**

- **Family Christmas Bureau:**
  - Art Card Fundraiser raised over \$300 to sponsor our Family of Five (mom and four children)
    - Gift card Youth to Youth campaign
  - **Second Step:**
    - Social Emotional Learning program K-5
  - **Spirit Wear Day:**
    - More orders have come through
  - **Communicating Student Learning Documents:**
    - Celebrating Term 1; Reflections
  - **WVPD Visits and Lockdown drill:**
    - Classroom visits
    - Lockdown drill
  - **Students Give Back**-Div2 personalized mask lanyards for sale in office (\$5) proceeds to be given to Lion's Gate Hospital
  - **Outdoor learning**- some divisions using Douglas Woodward Park and some using playground equipment with fitness circuits
  - **Hands on learning** -making connections through language arts: Using Robot Book the students applied skills and technology as they made robots; Future Cities Study is making lunar landers : lots of fun things happening in school
  - **Upcoming:**
    - Community and PAC Fundraisers were a great success! Thank you!
    - Holiday Spirit- Ten days of spirit- not meant for pressure-just for fun, to bring joy and will culminate with (Dec 18 being PJ Day); Deck the Halls competition...
    - Holiday Celebrations: Sing-a-long, Band performance
- **Treasurer Report – Nessa Van Bergen**
  - Summary:
    - \***The online balance of the CPAC accounts as at Dec. 8<sup>th</sup>, 2020 are:**
    - RBC General Account: **\$19,006.76 (outstanding cheques: \$481.31)**
    - RBC GIC 001: **\$0**
    - RBC GIC 003: **\$0**
    - RBC Casino Account: **\$62.17**
    - Stripe Account: **\$0**
    - \***Deposits/Credits since Nov. 10<sup>th</sup>, 2020 in General Account:**
    - Hot Lunch: **\$2973.73 + \$1,500.90 from Hot Lunch Credits Liabilities**
    - Spirit Wear: **\$177.94**
    - \***Payments since Nov. 10<sup>th</sup>, 2020 in General Account:**
    - Bank & Services Fees: **\$8.25**
    - Spirit Wear: **\$2,882.04 + \$72.74 Inventory Adjustment**
    - Spirit Wear: **\$24.64 Inventory w/o for broken umbrella**
    - \***Transactions since Oct. 10<sup>th</sup>, 2020 in Casino Account:**
    - NONE
    - All Electronic records are updated and reconciled.
  - Please see end of report for detailed financial documents
- 4. **Committee Reports**
  - **Grade 7 Farewell Report- Erica Long**
    - Erica had to leave meeting, Tamzyn updated:

- o Grade 7 hoodies will come on Friday and will be given next week before winter break; Indigo fundraiser for Grade 7 -link is in Chartwell this Week

**5. Final Questions and Comments:**

- L.Magrath wanted to thank to parent community for helping to keep us safe and helping to keep things as normal as possible during these unusual times. Additional thanks for fundraising efforts and support
- L.DeSalvo sent thanks to staff for support for CPAC efforts.

**6. Meeting Adjourned at 7:57 PM.**

***Next CPAC General Meeting***

***Date:*** Tuesday January 12th 2021 ***Time:*** 7.00 – 8.15pm ***Venue:*** Virtual (*link to be sent*)