



**CHARTWELL • PARENT • ADVISORY • COUNCIL**  
**Every Parent and Caregiver at Chartwell!**  
**General Meeting Minutes – VIRTUAL MEETING**

**Date: TUESDAY March 9th 2021**

**Time: 7:00-8:15**

**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** –Proposed by Nessa van Bergen, seconded by Kerry Keyhani
- **Approval of agenda for current meeting** –Proposed by Laurel Klotz, seconded by Yaser Abdolazimi
- **Questions and business arising from last meetings minutes** –none

**2. Officer's Report-**

- **Chair's Report** –Lisa DeSalvo Harris
  - DPAC hosting virtual parent evening: "Talking About Inclusion, Anti-Racism & Diversity with Alden Habacon". March 30, 7-8:30, purchase tickets on Eventbrite: link in Chartwell this Week and DPAC website- \$ 10/person
  - Thank you to the Persian community for organizing Norooz display
  - Pizza day is a hit. Feedback that some students say pizza cold upon arrival, thus we are working on staggering delivery or insulated bags. Also exploring another pizza vendor.
  - Deadline for next round is Friday, March 12 at 8 pm
  - Purdy orders also due by March 12 to support grade 7
  - Have a good spring break!
- **Principal's Report** – Laura Magrath and Alysha Phillips
  - Future Cities cohorts will view displays in gym
  - Spirit Week and Norooz: Thank you parents! Crazy Hair Day; Super Hero Day, and PJ day
  - Grade 4 and 7 Learning surveys(for parents and students)- feedback provides focus for the school(until April 30th)
  - Grade 6/7 Leadership opportunities: distribution and organization of hot lunch, announcements, giving of a joke every morning
  - Chartwell Cares Bulletin Board-: helps to build students' empathy by picking a menage from the board and also putting their own back up
  - Communicating Student Learning Documents: Published on Fresh Grade at 3pm on March 12
  - Celebrating Our Playground - Video that highlights the benefits of risky play to help builds confidence in children
  - Spring Break: school returns March 29
  - Easter Weekend: April 2-5, April 6 Pro-D
  - Body Science: Opening for April 7 parent night, April 8th and 9th in classes. Teacher can show video in advance and take questions to submit- and then live zoom event

- Physical Literacy Challenge in April
- Earth Week April 19-23
- No Earthquake Release Drill this year....will send email about what earthquake release would look like
- Tamzyn Question- Cost for Body Science? Answer: \$350 for parent presentation ; \$550 +gst for each full day about(approximately \$ 1500 total)...There is availability in schedule but have to move fast; Treasurer budgeted \$1200 for it. Is there desire for parent portion? School can add to funds for parent portion. Chair wonders if timing would support these efforts -no further feedback from meeting attendees
- Co-chair asks if there will be information sent home about Body Science in lieu of parent portion? Answer: Information will be sent home without the parent meeting. Bottom question is: is it worth the \$350 for the parent portion?
  
- DPAC Report - Laurel Klotz
  - Click the link for [DPAC Minutes](#)
  - See end of minutes for detailed briefing
  - Alden Habacon – Inclusion Anti Racism and Diversity will be a virtual presentation on March 30, 2021 at 7:00pm. Cost is \$10. Register here: [Talking about Inclusion, Anti-Racism and Diversity Tickets, Tue, 30 Mar 2021 at 7:00 PM | Eventbrite](#)
  - in April: Stuart Gonzalez about Indian School Survivors
  - Family reading challenge -March 11
  - Can schedule a zoom presentation with Haley Winter “Mental Health Spotlight for Families-A Workshop on Understanding Stress and Anxiety + Bringing More Presence to Your Life”. \$350 for families-contact: 604-788-5221 or email [info@refuelhealthandwellness.com](mailto:info@refuelhealthandwellness.com)
  - Covid guidelines are always being updated on West Vancouver website- if you have covid questions specific to the school environment- go to Chris Kennedy , he can facilitate answers from Coastal Health
  - Community transmission is not being seen in the schools , thus why schools are considered safe
  - Temporary Transition Program extended through June, but expects most students to come back after spring break
    - There is a video contest that ends on April 15. “We Can Green” Videos should focus specifically on the Green Can and could include:tips to help make using the Green Can easy, what does and doesn’t belong in the Green Can, how to prevent your Green Can from becoming a snack for a hungry bear, ways to reduce food waste in the first place Click this link to enter: [2021 Student Video Contest: We Can Green Can! | District of West Vancouver](#): 1st prize is \$750
    - The district has renamed the West Van Secondary sports field to the Harry Jerome Oval. They will be replacing the field with artificial turf and replacing the track. Harry Jerome was a celebrated Canadian athlete who grew up on the North Shore. Still in need of donations
    - School Immunization program is on hold due to COVID. There will probably be no updates until the Fall.
  - No hot lunch drinks given the additional mess and cleaning. Recommendation for 3 days of hot lunch is removed and schools can choose
  
- **Treasurer Report – Nessa van Berge**
  - Summary:

**\*The balance of the CPAC accounts as at Mar. 8th, 2021 are:**

RBC General Account: **\$20,353.55**

RBC GIC 001: **\$0**

RBC GIC 003: **\$0**

RBC Casino Account: **\$5,444.34**

Stripe Account: **\$0**

**\*Deposits/Credits since Feb. 8th, 2021 in General Account:**

Hot Lunch: **\$299.52**

Plant Sale: **\$52.00**

**\*Payments since Feb. 8th, 2021 in General Account:**

Hot Lunch: **\$6,136.69**

Bank & Services Fees: **\$33.25**

**\*Transactions since Feb. 8th, 2021 in Casino Account:**

Prov. Of BC: **\$5,382.17**

All Electronic records are updated and reconciled.

- Purdy-\$ 930 in sales/\$232 profit
- Question: If a family has a credit for lunch, but can't get through it this school year, will it carry over to next year? Answer- The Exec hasn't made a decision; Chair added: will add item to next agenda to discuss, maybe send email for those it involves
- Chair will ask parent contacts to send reminder email about Purdy and Hot Lunch deadlines this week

**4. Committee Reports**

- **Hot Lunch- Katya Sutherland**

- Hot lunch orders open: Presto T/TH; Fresh Slice W
- Chair: 81 orders thus far this rotation, just under 50% from last rotation

- **Grade 7 Farewell Report- Erica Long**

- Thanks to Nessa for social media posts
- Just under \$600 raised; hoping email to grade 7 parents for graduation committee will help move us forward

**5. Final Questions and Comments:**

- -Chair mentions more fundraising ideas: May ProD day babysitting course: Co-Chair explains: Couple options: People sign up at their own will, not for a designated day; sign up through CPAC; smaller amount return. Another option for May ProD day: CPAC collects money; max of 20 students. Stay Safe at Home Course- 10-2, hour lunch break; zoom class; info sent home; Also can do a babysitting course. Discussed about not doing that because of COVID; can have courses ongoing and we'll get a cut of that
- Multicultural Night Ideas: Partnerships with restaurants; will finalize in next EXEC.

**6. Meeting Adjourned at 7:47 PM.**

***Next CPAC General Meeting***

**Date:** Tuesday April 13th 2021 **Time:** 7.00 – 8.15pm **Venue:** Virtual (*link to be sent*)

# CPAC Balance Sheet - As of 2021-03-08

(in Canadian Dollars) (Cash Basis)

2021-03-08

Page 1

Account	2021-03-08 Balance
<b>ASSETS</b>	
<b>Cash and Bank Accounts</b>	
CPAC Casino Account	5,444.34
CPAC General Account	20,353.55
Paypal Account	0.00
RBC GIC - 00940177229 001	0.00
RBC GIC - 00940177229 003	0.00
School Board Trust Fund # 85480	0.00
Float for Fundraising Events	0.00
<b>TOTAL Cash and Bank Accounts</b>	<b>25,797.89</b>
<b>Other Assets</b>	
Prepaid exp (Insurance for next year)	0.00
School Board Trust Fund - Donations	0.00
Spirit Wear Inventory	871.35
<b>TOTAL Other Assets</b>	<b>871.35</b>
<b>TOTAL ASSETS</b>	<b>26,669.24</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>LIABILITIES</b>	
<b>Other Liabilities</b>	
Earmarked funds	0.00
Hot Lunch Credits	8,568.77
Lunar - New Year	1,752.87
Persian - New Year	781.89
Rose Johnston Scholarship	400.00
<b>TOTAL Other Liabilities</b>	<b>11,503.53</b>
<b>TOTAL LIABILITIES</b>	<b>11,503.53</b>
<b>EQUITY</b>	<b>15,165.71</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>26,669.24</b>

**CPAC - Current Budget VS Actual - 2020/2021 - MAR 8, 2021 (in CAD)**

Category	2020-2021 Budget	2020-2021 Actual	Difference
<b>REVENUE</b>			
<b>Fundraising</b>	<b>\$16,600.00</b>	<b>\$11,221.22</b>	<b>-\$5,378.78</b>
Athletic Club (Badminton)	375.00	-	-375.00
Gr. 7 Farewell:		(1,669.50)	-1,669.50
Halloween Dance	0.00	-	0.00
Hot Lunch	11,165.00	10,278.43	-886.57
Interest earned from investment	0.00	-	0.00
Multicultural Night	2,500.00	-	-2,500.00
Parent/Family Education Events	400.00	-	-400.00
Purdy's Chocolates	1,500.00	915.07	-584.93
School Board Contribution	160.00	159.31	-0.69
Spirit Wear	500.00	1,234.09	734.09
Miscellaneous Fundraisers	0.00	303.82	303.82
			<b>-\$1,669.50</b>
<b>Category</b>	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>
<b>EXPENSES</b>	<b>\$15,275.00</b>	<b>\$5,806.40</b>	<b>\$9,468.60</b>
Administration & General Expenses	650.00	468.77	181.23
Bad Debt	0.00	-	0.00
Bank & Services Fee	550.00	82.75	467.25
CPAC Activity Refreshments and Food	200.00	-	200.00
Kitchen Supplies	225.00	-	225.00
Mutual Appreciation Lunch	0.00	-	0.00
Office	400.00	15.44	384.56
Petty cash (Babysitting)	200.00	-	200.00
School Garden Project	0.00	-	0.00
Welcome Tea	100.00	-	100.00
World Teachers Day	250.00	239.44	10.56
Year End Appreciation Gifts	1,200.00	200.00	1,000.00
<b>Principal's Budget</b>			
21st Century Learning Initiative	0.00	-	0.00
Art Starts Cultural Performances	0.00	-	0.00
Classroom Funds	4,800.00	4,800.00	0.00
Collaboration Funds	0.00	-	0.00
Dance in School program	0.00	-	0.00
Digital Literacy Education Fund	0.00	-	0.00
First Nations Education & Enhancement	0.00	-	0.00
Physical Literacy In House Expert (Badminton and Karate)	2,400.00	-	2,400.00
Principal Funds	2,000.00	-	2,000.00
Sexual Health Ed (Student & Parent sessions)	1,200.00	-	1,200.00
Site Enhancement Fund	0.00	-	0.00
Social Media Education/Digital Safety	1,100.00	-	1,100.00
<b>Revenue - Expenses</b>	<b>\$1,325.00</b>	<b>\$5,414.82</b>	<b>\$4,089.82</b>

## Chartwell PAC Treasurer's Report: Mar. 9<sup>th</sup>, 2021

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Thank you,  
Nessa van Bergen  
Chartwell PAC Treasurer

## DPAC General Meeting March 3, 2021

### Upcoming Events:

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### General:

- To find updated COVID guidelines, you can go to the West Vancouver Schools website to see the latest information.
- There is a video contest that ends on April 15. “We Can Green”

Videos should focus specifically on the Green Can and could include:

- tips to help make using the Green Can easy
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### Hot Lunch

Drinks are still now allowed with hot lunch given their additional mess and cleaning.