



CHARTWELL • PARENT • ADVISORY • COUNCIL

Every Parent and Caregiver at Chartwell!

General Meeting Minutes – VIRTUAL MEETING

Date: TUESDAY June 8th 2021

Time: 7:00-8:15

Attendees:

| | |
|------------------|-------------------|
| Lisa Harris | Jacqueline Wong |
| Diane Shoar | Olivia Milliken |
| Ruby Hu | Abir Saadi Cosyn |
| Carrie Haver | Tamzyn Jones |
| Rui An | Carrie haver |
| Laurel Klotz | Irene Wang |
| Katya Sutherland | Elahe Lakkhosravi |
| Yaser Abdolazimi | Katya Sutherland |
| Erica Long | Laura Magrath |
| Natalia Aguado | Alysha Phillips |
| Nessa van Bergen | |

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:** 7:08 PM
- **Approval of last meetings minutes** –Proposed by Abir Cosyn , seconded by Diane Shoar
- **Approval of agenda for current meeting** –Proposed by Erica Long, seconded by Laurel Klotz
- **Questions and business arising from last meetings minutes** –none

2. Chair Report- Tamzyn Jones

- Stay safe at home successful-thank you Lisa for arranging
- Thank you for multicultural digital cookbook, will be circulated by end of term
- Patti Williams Scholarship awarded to **Justin Tjhin**
- PAC executive still has openings, looking towards next year-thank you to PAC

3. Principal's Report – Laura Magrath and Alysha Phillips

- Remembering the 215 Indigenous children that never made it home
- School Wide Updates:
 - Student Led Conferences success
 - Welcome to Kindergarten-drive through event
 - Framework for enhancing student learning presentation

- Three year inquiry cycle(see below);
- Year 1 and 2 reflections(see below)
- The Witness Blanket
- Successes and Learning (see below)
- Reflections (see below)
- Track and Field week (running, jumping and throwing)(4 days)
- Sports Day
- Upcoming:
 - Participaction Community Challenge- June 1-30-Help West Vancouver become the most active community in Canada
 - Pride Month
 - Grade 7 Capstone Presentations June 14-18
 - Grade 7 Promotional Activities
 - CSLs: Published to FreshGrade June 29th
 - Summer drainage work
- Calendar 2021-22
 - Opening Day: Sept 7, 8:45-10:15 AM
 - Staggered Starts for the school year
 - K-3: 8:40 am/2:40pm
 - 4-7: 8:50am/2:50pm
 - Staggered Recess and Lunch times
 - OpenHouse:TBD Sept 15 at 5pm
 - Early Dismissals:
 - Parent Teacher Conferences
 - October 12, 13-lunch
 - December 17:Lunch
 - June 29: last day of school
 - TBD; multicultural night, concerts, etc.

4. **DPAC Report - Laurel Klotz**

- Click the link for [DPAC Minutes](#)
- Budget isn't changing and will not have cuts like many other districts
- Health and safety protocols will stay in place the remainder of this year and likely summer school, will look again in the fall
- Sept 7 back to school, almost certainly no cohorts but with some existing protocols
- Inter- school sports should return
- In fall, focus on mental health, diversity and inclusion
- high school cafeterias will open in fall
- All will be determined closer to fall
- Presentations: Rockridge- economic strategies program; WVSS-radio station on a global platform; Sentinel-garden expansion project
- elections for DPAC- still need vice chair, congratulations to Nessa as new director on dpac

5. **Treasurer Report – Nessa van Bergen**

- **See attached reports.**

- **Summary:**

***The balance of the CPAC accounts as at June 6th, 2021 are:**

RBC General Account: **\$22,587.96**

RBC GIC 001: **\$0**

RBC GIC 003: **\$0**

RBC Casino Account: **\$5,382.17**

Stripe Account: **\$0**

***Deposits/Credits since May 11th, 2021 in General Account:**

Grade 7 - Parent Donation: **\$287.02**

Grade 7 - Purdys: **\$343.22**

Hot Lunch: **\$4,851.68 + \$741.38 (from Liabilities for lunch orders)**

Hot Lunch: **\$2,339.19 (from Liabilities for write offs of accounts not accessed or not accessed but no orders placed)**

Parent & Family Education: **\$1,105.00**

***Payments since May 11th, 2021 in General Account:**

Hot Lunch – MunchaLunch fees: **\$336.00**

Hot Lunch: **\$7649.75**

Bank & Services Fees – Transaction Fees: **\$70.15**

Bank & Services Fees: **\$13.05**

Parent & Family Education: **\$1,075.00**

Principal's Discretionary Funds: **\$2,000.00**

***Transactions since May 11th, 2021 in Casino Account:**

None

Estimate for the remainder of year:

- Hot Lunch net revenue is estimated to finish around \$15,500 and includes \$4,640 in credits transferred from Liabilities, which were written off for users that did not log into the system or logged in but did not order this year.

- Overall Fundraising goal will be short \$2,200 but with HL write offs increasing the revenue and expenses that will be under budget, we will have a surplus of approx. \$8,000.

All Electronic records are updated and reconciled.

- **Motion to adopt the budget as presented: Majority of 11 approved budget for 2021-2022**

- **Notes:**

- Arts Starts(would like 2 for next year, school has funding for one and will ask PAC for the 2nd.
- Principals' Discretionary Funds(ex.field trips)...Didn't use it this year, but anticipate use for next year
- Looking at some additional fundraisers for technology next year, perhaps check writing campaign
- Prior to Covid, tried every other year for check writing campaign

6. Committee Reports

- **Hot Lunch- Katya Sutherland**

- A lot of parents did not make deadline, numbers dropped 20%, division 11 and division 8(only 3 parents order)
- Welcome event to include hot lunch ordering process to encourage participation
- Sushi Katzu vendor confirmed, Subway has not responded
- Hot lunch is closed for this year
- Hopefully more vendors for next year will help contributions
- Question? Can we have 4 days? Answer: Hard to get volunteers, although not sure for next year with COVID protocols, as of right now we will keep it at 3
- Suggestion: Rep for each cultural liaison to come in and help parents order hot lunch

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

- Placed yearbook orders and they have arrived-Will send out when drive through graduation celebration
- Hoodies and scholarships are paid for
- Ordered balloon sign for photo op and each student will receive souvenir cup
- Feedback: Drive Through Graduation- June 28- 9-2 pm,(2 families/15 min interval) June 25 dress up day for students(probably give yearbook that day). Video will be pushed out to all families after the day; Tuesday last day: classes will watch graduation video while having celebration- email will be forthcoming
- Laura Magrath and Erica to meet to discuss decorations

7. Meeting Adjourned at 8:33 PM.

Next CPAC General Meeting(Budget)

Date: Tuesday June 8th 2021 ***Time:*** 7.00 – 8.15pm ***Venue:*** Virtual (*link to be sent*)