



CHARTWELL • PARENT • ADVISORY • COUNCIL

CPAC is comprised of every parent and guardian at Chartwell!

CPAC Welcome Letter – Fall 2021

This welcome letter is intended to provide new & returning families with helpful information and insights about Chartwell Parent Advisory Committee (CPAC). Many events and activities are planned throughout the school year to support and enrich student learning. These require commitment from our parent community. We place a high value on the opportunity to create and sustain a strong link between school and home. We hope that you will join us as we work together with the Principal and her staff to make Chartwell the best it can be for our children.

The beginning of the school year will once again look a little different but there is lots of positive energy and potential for the year ahead. We will do our utmost to come up with new ideas for fundraising and new events to continue to foster the Chartwell Community Spirit as a priority as it is so highly valued throughout the school.

Note: If you require any assistance in translating this information please reach out the community liaison contacts listed below

Who Is the CPAC and What Do We Do:

- All parents & guardians of students registered in the school are members of the CPAC and we invite you all to be part of this inspiring and supportive group of people. Our collective voice gives tremendous value to our school, offering a wealth of ideas & support. We strive to represent the diversity within our school community and multiculturalism is of huge importance at Chartwell.
 - During our AGM in May earlier this year, we elected an executive group from the parents in the school as follows;
 - **Co-Chair:** Lisa DeSalvo Harris
 - **Co-Chair:** Tamzyn Jones
 - **Secretary:** Carrie Haver
 - **Treasurer:** Nessa van Bergen
 - **DPAC Rep:** Laurel Klotz
 - **Hot Lunch Chair:** Katya Sutherland
 - **Members at Large:** Amy Thorne Broderick (2 POSITIONS VACANT)
 - **Persian Community Liaison:** (POSITION VACANT)
 - **Chinese Community Liaisons:** Ruby Hu, Jenny Yu (yuyunjie@hotmail.com) & Ann Read (1 POSITION VACANT)
 - **Korean Community Liaison:** Diane Shoar (frauen@naver.com)
 - Our main job is to encourage parent involvement in our school. We support the school principal and her staff and advise parents' views and feedback about school programs, policies and plans. We fundraise to purchase academic and sports equipment and sponsor programs in arts, music, health science and digital literacy.
 - Our general meetings are held on the 2nd Tuesday of each month (these are currently all planned as virtual in September, guidelines for future meetings will be provided as we move forward in the year). We will continue to have these meetings via MS teams (please see the Chartwell Website for all of the meeting dates - parent tab).
- *** Please Plan on Attending******



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- Some highlights of our achievements from past years include our playground enhancement, completing the renovation of our library into a Learning Commons, our annual Halloween Dance, funding Cultural Performances and purchasing recess sports equipment & jerseys for our sports teams. We organize Grade 7 Farewell celebrations, World Teachers Day we celebrate the wonderful teachers at Chartwell and we host an appreciation event towards the end of the school year for all of our amazing volunteers.

Class Parents:

Being a class parent is a very rewarding and responsible volunteer position that requires about 15 minutes per week. A class parent is the liaison between the parents in the classroom, the teacher, as well as between the CPAC and parents. Thank you to everyone who has signed up to be a class parent this year – we have volunteers for every division!

Hot Lunch Program:

The Hot Lunch Program is available to all families who are interested at an average cost of \$8.50 per meal. Hot lunches will be available on Tuesday, Wednesday, and Thursday during this school year. We will be offering a variety of fresh, healthy meals from local vendors starting in early October. More detailed information will follow once the ordering system is set up in the coming weeks. The Hot Lunch Program is our major fundraiser at Chartwell and is the foundation of the CPAC annual budget.

Fruit & Vegetable Program:

This program is offered to schools by the BC Provincial Government. Schools are provided a single portion of fruit or vegetables for each student 10 times throughout the school year. The fruit or vegetable snack is distributed to the classrooms by the parent coordinator every 3 weeks.

Spiritwear:

Our range of Spiritwear apparel with the Chartwell Cougar logo help to encourage a sense of belonging to the school. Support Chartwell with these terrific symbols of school spirit. Hoodies, t-shirts & joggers etc. will be available for purchase periodically throughout the school year and on Spiritwear days, students & staff are encouraged to wear their items to promote a sense of pride, unity & teamwork.

Other Programs/Events Sponsored by CPAC:

(more details to follow throughout the school year)

- Sexual Health Education
- Physical Literacy



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- Dance in Schools
- Social Media Education/Digital Safety
- Red Cross Babysitting / Stay Safe at Home Certification
- Enhanced focus on First Nations Education
- Continual improvement of our outdoor spaces

Social & Fundraising Events:

There are various social and fundraising events that take place that help to build the strong community spirit at Chartwell and enrich programming throughout the year. More details will follow once we have new ideas confirmed depending on how the guidelines on social events evolve during the year.

Badminton Club:

We hope to be able to bring Badminton club back this year.

The Badminton Club will be open to all interested Chartwell families (parents/guardians and students) of all skill and ability levels. The Badminton Club aims to provide families an opportunity to participate in a fun sport together with other families, building their playing skills, and meeting new friends.

More details to follow.

Volunteer Opportunities:

Parent volunteers are an essential resource to our school and your involvement and contributions help make Chartwell to be the most rewarding educational experience for your child(ren). You will make new connections and feel like a part of the Chartwell family and you will have lots of fun! You can volunteer for one hour per term or for one hour every week, whatever you can do is really appreciated. If English is not your first language, there are still many ways to be involved.

Current Opportunities:

- ▶ **Class Parents (for all divisions)** – act as a liaison between parents in the class and the teacher as well as between the CPAC and parents
- ▶ **Member at Large (2 open positions)** - represent the PAC in the community, help with duties as they arise or as requested by the co-chairs or are of interest to them throughout the year (time commitment 3 hours per month on average)
- ▶ **Persian Liaison** - represent the PAC in their cultural community (time commitment 2 hours per month on average)
- ▶ **Chinese Liaison (1 open position)** - represent the PAC in their cultural community (time commitment 2 hours per month on average)
- ▶ **Halloween Committee** – plan and fundraise for the Halloween celebrations of 2021
- ▶ **Parental Support for Sports Teams** – support our various school sports teams throughout the year



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How To Volunteer:

You can express interest in volunteering online at our volunteer 'Sign Up' page.

We're using SignUp.com (the leading online SignUp and reminder tool) to organize our upcoming volunteer SignUps.

Here's how it works in 3 easy steps:

- 1) Go online [here](#) to see our volunteer opportunities on SignUp.com.
- 2) Review the options listed and choose the spot(s) you like.
- 3) Sign up! It's Easy - you will NOT need to register an account or keep a password on SignUp.com.

SignUp does not share your email address with anyone. If you prefer not to use your email address, please e-mail the Co-Chairs at chpac@wvschools.ca and you can be signed up manually.

Sources of Information:

- Most information from CPAC will be distributed via email. If you are not receiving any information from your CPAC, please contact your child's Class Parent or the office to correct or add your email address to our distribution lists.
- Social Media (Facebook, Instagram and Twitter) – search [@chartwellpac](#) to follow us



- CPAC website – <https://www.chartwellpac.ca/>
- School Website - <https://westvancouver.schools.ca/chartwell-elementary/> - navigate to the 'parents' tab
- Contact us anytime;
 - E-mail chpac@wvschools.ca
 - Through your class parent

Social Media:

In order to establish expectations with parents around how we intend to use the social media accounts we want to outline some general guidelines and best practice as follows;

- Always talk about the school, students, and staff in a positive light. The channels should be used for celebrating, communicating needs, and highlighting parent opportunities. We can also add relevant info on topics and events that are being promoted throughout the district.



CHARTWELL ELEMENTARY PAC
Funded by Parents | Powered by CPAC

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- Most importantly no student images can be used unless we know explicitly that the parent has ticked the photography box on the intake forms.
- If any issues arise, they will be brought to the Principals attention, however blocking users and moderating comments will be controlled by the CPAC.

Final Words:

Your involvement benefits the students in so many ways - helping to provide enrichment programs in the arts and literature; physical education; health and personal safety; current technology and digital literacy. Chartwell Parents are an essential resource to our school. Your involvement and contribution help Chartwell to be the most rewarding educational setting possible for your child. Volunteering is also a wonderful way to meet other parents and make new friends. We encourage parents to volunteer in areas that interest them and that they can commit to. Whatever your talents or interests, please let us know and join our community of valued volunteers.