

Minutes of November PAC Meeting

Date: Tuesday, November 14, 2023, 7 pm

Location: Edith Cavell Library

1. Welcome – meeting called to order, land acknowledgement

- Brenda began the meeting with the land acknowledgement.

2. Review and approval of October 2023 minutes

Motion to Approve: Robyn Saona

Seconded: Angela Yap

The motion carried unanimously.

3. Principal's report – Andrea Greenhalgh

- **Volleyball Season** has started. 4 teams, 2 boy teams -1 senior and 1 junior, 2 girl teams - 1 senior and 1 junior.
- **Winter Concert** will be held at 1:30 pm on December 13 and 14.
The intermediates are singing world holiday songs and the primaries are performing the Cavell Nutcracker. The school will be sending out a form for families to sign up in late November. Due to fire regulations and gym capacity, allocation will be 2 tickets per family only, not per child.
- **Learning updates** (formally report cards) will be coming out on December 1. The updates use a proficiency scale (see attachment) which has been adopted Province-wide. This is a 4-point scale, a continuum. Principal Greenhalgh explained you want your child to be in the Proficient section. 'Extending' is not an 'A' like old-style report cards. In December, we are not looking at students to be at the far end of the scale. It is about reaching proficiency over the year.

Principal Greenhalgh shared the 'Understanding the Proficiency Scale' (see attachment), which uses the analogy of a learner driver.

- Emerging – learning foundations.
 - Developing – try driving, need help.
 - Proficient – independent, do not need assistance.
 - Extending – i.e. able to drive different types of vehicles. Not a smarter student. They are showing a different way to demonstrate their learning.
- Staff have asked that equity be considered when planning events. Ensuring all families and children can participate in events that are planned throughout the school year.

- Projectors provided by PAC have not yet been mounted. Principal Greenhalgh wondered if there was any more money for mounting them. She has been quoted \$1500 - \$2000. She is only going to mount 4 of the 6 purchased. 2 will be on carts. Brenda will follow up on this.
- PAC Budgeted \$1500 for Pickleball, however, the cost is \$10 per child so parents will be asked to contribute the remainder.

4. Douglas Park Community Centre report – Garrett Wong, Garrett.Wong@vancouver.ca

- Garrett Wong sent his apologies and provided the following update:
Winter registration will be on Tuesday, December 5 at 7:00 pm online and in person.
Over-the-phone registration will be on Wednesday, December 6 at 8:00 am.

5. Finance Report – Susie Howson

Susie shared her PowerPoint Treasurer Report (see attachment).

Main points:

- Current balance \$22,801
- School PAC account, \$18,415 (includes Direct Donations of around \$2000-\$3000).
- Gaming Account \$25,641. This fund cannot be used for school instruction-related activities.
- Total in account \$66,455.61
- Discussed what is provided by PAC by way of classroom funds. The 2 resource teachers received \$100 each. However, the 3 prep teachers did not get any funds. For example, Ms. Katelyn, the Music Teacher, has no funds to put towards props and clothes for the show. She has been advised to ask parents for items.

5. Fundraising Report – Eva Hossack / Robyn Saona

- Current: Direct Donation, Purdys Chocolates, Spirit Wear
- Upcoming: Family Dance, Spring Fling
- Robyn reported that the **Pumpkin Patch** event did very well considering the weather and acknowledged the generous contribution of time and pumpkins provided by Tatiana and Marty Majersky, and the photographer. \$1722 was raised (and we have popcorn supplies remaining for future events).
- **Purdys Chocolates** –co-ordinated by Allison Tredwell. Deadline is Sunday, December 3rd, 2023.
- **Pizza Hot Lunch** – run by Alison Seto and ongoing.
- **Direct Donation** – reminder that tax receipt is provided.

<https://cavellpac.wixsite.com/cavell/ongoing-fundraisers/direct-donation>

- **Subway Hot Lunch** – Emma Vinnie will co-ordinate. It will be run on the second Friday of each month, starting on December 8. There will be a request for volunteers for each delivery.
- **Movie Night** – need a volunteer to lead the event in January. To start at 5.30 and families to be out of the school by 8 pm (clean up and all out by 8.30). Could offer Pizza which would be pre-ordered along with tickets.
It might be possible to borrow a movie license from the South Vancouver Community Police Centre or purchase a license for the year for \$400.
- **Parent Social** – Lucie Bahar, Kyle Chuang and Chris Lim are co-ordinating. Proposed date Friday, March 1. The proposed venue is the Vancouver Curling Club Lounge at Hillcrest. Co-ordinators will price out to make sure it will make a profit before confirming with the venue. The venue can hold 160 people. There is no minimum spend. Food and drinks are reasonably priced.
⇒ Call out for 3 volunteers.
- **Family Dance** – Chris Lim is co-ordinating. The proposed date is Friday, February 2. The location will be Edith Cavell Gym.
⇒ Call out for 3 volunteers to help with logistics on the day, food and door.
- **Silent Auction** – Robyn and Eva are organizing. It will run from 22 to 26 April. They will start collecting services and items in January such as gift cards, sports apparel, tickets, and weekend accommodation. Classes and Individuals are welcome to donate artwork.
- **Walkathon** – Brenda is organizing. The proposed date is Friday, May 17.
- **Spring Fling** (previously known as Cavell Carnival) – Romina Grippo is co-ordinating. The proposed date is Friday, June 7. If interested in volunteering for the Spring Fling, please email Romina at grippo.romina@gmail.com
⇒ Call out 5 committee leads and volunteers to support each committee.

6. Greening Committee – Steve MacIntyre and Janna Clearwater Stewart

- Principal Greenhalgh and the Chairs of the Greening and Fundraising Committees have met with Grounds and a Playground consultant.
- The committee has gathered information and plans to move forward with 4 projects concurrently:
 - Playground structure - Habitat (suppliers of playground equipment) is working on a few options to expand the playground next to the grass field.
 - Outdoor learning area – with seating and possibly tables.
 - School garden – replacing or adding new garden boxes.

- Trees – adding trees along the south side of the gym, and possibly other locations. Planting can only take place between Sept to Dec and Feb to April.
- VSB has guidance documents on how to proceed before being approved by VSB grounds. May request new and replacement benches and other grounds improvements as future projects.
- The committee requires staff input and would like to meet with all the teachers each month to discuss ideas. For example, the Garden planters: what will they be used for, what are the curricular needs, and where do they want them?
- Later, we will get feedback from parents and students.
- Submission deadlines for VSB School Garden applications are Dec 1 and July 1.
- The process to complete planning (including community engagement); application review and approval for school gardens; outdoor learning areas; and tree planting takes about 6 months per VSB guidelines for each.
- Once the committee has processed all the ideas and input, they will talk to Lara Davis, a Landscape Architect, to put together plans.

7. Chairs' Report

The chair had nothing to report at this time.


8. Volunteer opportunities

- Please let us know or visit our PAC website if you are interested in any positions.
<https://www.signupgenius.com/go/8050D4BAEA62AA5FC1-20232024#/>
- The Grad Committee needs more members.
- PAC will ensure all volunteer opportunities for all events are posted on SignUpGenius.

10. Meeting Adjourned at 8.10 pm

Next meeting: Tuesday, December 12, 2023 (location to be decided).

Proficiency Scale – Emerging, Developing, Proficient and Extending Analogy to Learning to Drive

Proficiency Scale				
	Emerging	Developing	Proficient	Extending
	The student demonstrates an initial understanding of the concepts and competencies relevant to the expected learning.	The student demonstrates a partial understanding of the concepts and competencies relevant to the expected learning.	The student demonstrates a complete understanding of the concepts and competencies relevant to the expected learning.	The student demonstrates a sophisticated understanding of the concepts and competencies relevant to the expected learning.

Understanding the PROFICIENCY SCALE

THE LEARNING JOURNEY TAKES TIME AND PATIENCE

For each individual student, learning moves through various stages. The goal is the same; there is a particular skill or understanding that needs to be learned and demonstrated. However, the time it takes for students to reach their destination and the route they take to get there varies. The proficiency scale is a way for teachers, students and parents to understand where each student is on their learning journey and what they need to work on to move towards proficiency. The following examples are adapted from our work with Canadian Assessment Educator, Katie White, who describes these stages of learning in the context of learning to drive.



EMERGING

When learners are emerging, they are in the process of building their readiness to learn. This includes elements such as becoming familiar with language, background context or foundational skills.

When we are learning to drive, before we get behind the wheel, we need to learn what the street signs mean, the basic rules of the road and what all the parts of the car do. We need a solid foundation before we move onto practicing the skill we're learning and move to being supported

DEVELOPING

When learners are developing, they are working with others to improve their skill and understanding. This is where students spend most of their time, practicing, refining, making wrong turns and correcting their processes and thinking.

This is when we actually turn on the car and try driving. We need opportunities with someone to guide us where we might need support and further practice with the process. It is this practice with a more experienced driver that allows us to move towards proficiency.

PROFICIENT

When learners are proficient, they are able to demonstrate the skills they have learned independently and with confidence. Students are able to show their proficiency in a number of ways.

Drivers demonstrate their proficiency by passing their driving test. Once they show that they have the skill to drive independently, they no longer need someone in the car with them; they can continue to develop their comfort and enjoyment independently.

EXTENDING

When learners are extending, they are free to explore the larger applications and possibilities of their learning. As they have deeper understanding, they have more opportunities to make thoughtful connections and to innovate

Once drivers are extending, they can try their hand at many new experiences. They can drive different sorts of vehicles and explore different terrain and weather. Their proficiency in the skill of driving allows them to explore the world in ways they previously weren't able to.

Proficiency Scale				
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	The student demonstrates an initial understanding of the concepts and competencies relevant to the expected learning.	The student demonstrates a partial understanding of the concepts and competencies relevant to the expected learning.	The student demonstrates a complete understanding of the concepts and competencies relevant to the expected learning.	The student demonstrates a sophisticated understanding of the concepts and competencies relevant to the expected learning.

TREASURER'S REPORT

Edith Cavell Elementary PAC Meeting
14 November 2023

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AGENDA

1. Current bank balances
2. Fundraising Goal
3. Fundraiser Profits
4. Approved Budget

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BANK BALANCES AS AT 14 NOVEMBER 2023

Account	Available Balance
Chequing account @ Nov 14, 2023	\$22,801.37
School PAC account (Direct Donations) @ Oct 31, 2023	\$18,415.78
Gaming account @ Nov 14, 2023	\$25,651.12
Total	\$66,868.27
Uncashed cheques	-\$217.23
Undeposited funds	\$40.45
Accounts Receivable (Vera's)	\$250.00
Accounts Payable (Known Amounts)	- 485.88
Total	\$66,455.61

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FUNDRAISING GOAL

Total funds available (@ October 31, 2023)	\$67,427.37
Gaming grant 2023-2024	
Total funds available	\$67,427.37
2023 - 2024 budgeted programs remaining	-\$8,849.75
Balance	\$58,577.62
<i>Fundraising goal - Regular</i>	<i>\$30,000.00</i>
<i>Fundraising goal - Large Ticket Items</i>	<i>?</i>

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YTD FUNDRAISER PROFITS

Fundraiser	Month(s)	YTD Net Profits
Direct Donations	Sept-Oct	\$ 2,320
Hot lunch	Sept-Oct	\$ 811
Pizza hot lunch	TBD	\$ 1,637
Pumpkin Patch incl. Concession	October	\$ 1,722
Costumes	October	\$ 50
TOTAL YTD		\$ 6,540

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APPROVED BUDGET 2023/2024

		2022-2023	2023-2024	NOTES
	Category	Budget (Approved)	Budget (Proposed)	Items in italics were approved after the initial budget
Hamber Student Bursary	Community	(\$500.00)	(\$500.00)	
<i>School flag</i>	Community	(\$500.00)		
<i>Welcome back coffee</i>	Community	(\$500.00)	(\$500.00)	
<i>Welcome back to Cavell</i>	Community	(\$500.00)		
PAC Meeting babysitting	PAC admin		(\$250.00)	
Website	PAC admin	(\$21.00)	(\$21.00)	
Zoom Account	PAC admin	\$0.00	\$0.00	
<i>Art supplies</i>	School	(\$600.00)	(\$500.00)	
<i>Classroom & field trip funds for new s</i>	School	(\$360.00)		
Grad (grade 7)	School	(\$1,500.00)	(\$1,750.00)	
<i>Mindfulness and yoga</i>	School	(\$1,500.00)		Unspent in 2022/23
<i>Nash Pickleball / Tennis</i>	School		(\$1,500.00)	
<i>Projectors / apple TVs / smart TVs</i>	School	(\$20,000.00)		
Saleema Noon (K-7)	School		(\$1,653.75)	Body science workshop every other year

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APPROVED BUDGET CONT...
2023/2024

School Assistance Fund	School			Need-based funding
School Performances	School	(\$1,000.00)	(\$1,800.00)	Art Starts
Sports Day	School	(\$100.00)	(\$125.00)	
<i>Ultimate Frisbee</i>	School	(\$1,500.00)		
Teacher Appreciation	Teacher - appreciation		(\$250.00)	
Bookworm Awards	Teacher - classroom	(\$500.00)		
Classroom Funds	Teacher - classroom	(\$4,950.00)	(\$4,965.00)	331 students x \$15
<i>Classroom literacy</i>	Teacher - classroom	(\$1,400.00)	(\$1,400.00)	\$100/classroom
Field Trips	Teacher - classroom	(\$4,950.00)	(\$4,965.00)	331 students x \$15
<i>Mystery Science (K-5)</i>	Teacher - classroom	(\$1,078.65)	\$0.00	
Author	Teacher - library	(\$1,000.00)	(\$1,000.00)	May not all have been spent (waiting for totals)
Library Additions	Teacher - library	(\$1,600.00)	(\$1,600.00)	
Resource Teacher Funding	Teacher - resource	(\$250.00)	(\$200.00)	
SSA funding	Teacher - resource	\$0.00	(\$240.00)	
	Grand Total	(\$44,309.65)	(\$23,219.75)	