



# Dec. 9, 2025 Minutes of PAC Meeting

**Location:** Online via Google Meet  
**Time:** 7:00 p.m. PST  
**PAC website:** <https://cavellpac.wixsite.com/cavell>

## 1. Welcome — meeting called to order by Megha Bahree

With deep gratitude and respect, I acknowledge we are on the ancestral and unceded lands of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh Úxwumixw (Squamish Nation) & səliilwətał (Tsleil-Waututh Nation).

## 2. Review/approve November 2025 minutes

Motion: Stacey White  
Second: Chris Lim  
Approved

## 3. Principal’s report — Andrea Greenhalgh

- Learning updates will be sent home Tuesday, Dec. 16
- FSA tests — for students who participated in grades 4 and 7, the tests have been marked and will be sent home soon (online scores as well as the written booklet).
- We love that so many families stay and enjoy our outdoor spaces after school. Just a reminder that there is no supervision after 3:15 and we have a real uptick of issues after

school. This is parent supervision time. A request to remind kids that school rules still apply after school and to not come into school after 3:15.

- Looking forward to the concert next week. Wednesday is sold out.

## 4. Douglas Park Community Centre report — Megha Bahree

### **Spring Break Licensed Camp - updates:**

The registration activity numbers listed in the DP brochure for our licensed Spring Break Camp are incorrect. We've had to make a few adjustments due to upcoming changes in how licensed camp registrations at DP will be managed (an email will be sent to all SAC families later today).

In short, SAC families will receive priority registration beginning January 19 at 7:00 PM. If spaces remain, registration will then open to the public on Tuesday, January 27 at 7:00 PM.

The **correct activity numbers** are as follows:

Licensed Spring Break Camp Week 1: 598864

Licensed Spring Break Camp Week 2: 598885

\*Information sheets are available at the front desk at DP for families

### **Other updates:**

- Breakfast with Santa Dec. 13 - full
- Junior youth council - volunteering opportunities (I've cc'd Stratos, our youth worker, in case you'd like more information)
- Licensed Winter Break Camp 2025 - 3 spaces open

\*DP hasn't responded to Megha about volunteering opportunities yet.

## 5. Finance/treasurer's report — Susie Jagpal

See attached report.

- \$4465 from the Walkathon will go to new technology
- We still need to raise about \$20,000 to meet our annual fundraising goal
- To review all ongoing fundraisers, go to the [PAC's website](#)

## 6. DPAC report — Brenda Brown (via note)

The DPAC Chair wrote to share an important message regarding the ongoing Carleton Elementary engagement process. She feels many significant concerns have emerged that affect not only the Joyce-Collingwood community, but families across our district.

To ensure that all parents have access to the full context and details, she prepared a comprehensive message outlining the key issues, the implications for public engagement, and the steps I am requesting from the Vancouver School Board.

You can read the full message here:

<https://www.vancouverdpac.org/message-to-all-vancouver-parents-regarding-the-carleton-engagement/>

Here's a link to the VSB survey results:

[https://media.vsb.bc.ca/media/Default/frf/redacted\\_carleton\\_survey\\_updated.8ec12885683.pdf](https://media.vsb.bc.ca/media/Default/frf/redacted_carleton_survey_updated.8ec12885683.pdf)

The board is going to make a decision about the site on December 17.

## 7. Portables update – Brielle Morgan

- Letter to VSB drafted and shared with PAC today, inviting feedback.
- Requested data from Ministry of Education: schoolground sizes for elementary schools in the Vancouver school district (generally and per capita, too, if possible)
  - Update: PAC found that standard playfield areas for schools our size are up to 1.0 ha (see page 31 of [this government document](#))

## 8. Fundraising report – Stacey White

November was a busy month for fundraising. Thank you, Alison Seto for leading the Spirit Wear sales, Allison Tredwell for another successful Purdys fundraiser, and Robyn Saona for setting up the Neufeld Farms campaign.

### Spirit Wear

- Sales numbers haven't been received yet
- Pick-up TBC (week of Dec. 15)

### Purdys

- Total Sales: \$3525
- Profit \$925
- Pick-up Wednesday, Dec. 10, 2:30-3:15 in the library

### Neufeld

- Total Sales \$4,538
- Profit \$760
- Pick-up Wednesday, Dec. 10, 2:30-3:15, in front of the school on 20th Ave

Folders have been set up for each of these events to house related documents so that when Alison and Allison leave Cavell it will be easier to hand off material. The same system is being set up for all Fundraising and Social events.

### **Spring Fundraisers**

- Silent Auction: April 20 – 24, 2026 (Eva) will begin collecting items in January. Details to follow in the new year.
- Family Photo: (Meridith) TBC
- Carnival: Friday, June 5, 2026 (Rosina will lead the committee)

### **Potential New Fundraisers**

- Brightraiser: Similar to Purdys or Neufeld but they sell packaged foods with focus on local vendors (Gone Crackers, Holy Crap, Freeyumm, Coco Hot Chocolates, Granola Girl ...). Options to ship to school or direct to customer.
- Just Poke Richmond: I've asked for more details.

### **Booster Juice**

- Orders increased from 121 in October to 150 in December
- Good fundraiser, but it's pretty labour-intensive
- We probably won't need to run it past April as a grad fundraiser. Would someone like to take it over? It requires: organizing, sorting and delivering orders to each division; collecting and recycling cups; composting straws.
- Robyn Saona volunteered to take over the Booster Juice fundraiser; Meredith will bounce this off other parents of grade 6 students so it can be used as a fundraiser for next year's grad class.

### **Sushi fundraiser (Kamei on Broadway) — Emma Vinnie**

- It's packaged and ready to go if someone wants to take it on! Talk to Emma if so
- The vendor can only deliver on Monday
- Pricing is good

## **9. Social committee update — Rosina Cuk (via note)**

The Family Skate is now **sold out**. Thank you for the incredible response.

For those who have already purchased tickets and forgot to reserve skate rentals, rentals are still available and can be added to your order. Please note that we are currently at 95 rental pairs. Since the rink's rental package increases in staff at 75 and 150 pairs, we will be moving to two staff once we reach 150 rentals.

The rink has a maximum on-ice capacity of 120 people at any given time. As this is a private, fully booked event, it is not open to the public.

Please also note that **City Flex Passes cannot be used for this event**, as the rink has been booked exclusively for our private group.

Thank you for your continued support, and we look forward to skating with you.

### **Motion to reimburse Robyn \$1,539.09 for the inflatables deposit for the carnival — Alison Seto**

Second: Stacey White

Approved

## 10. Instagram update — Sarah Brusven and Chris Lim

- Cavell instagram account dark launched this week: @edithcavell\_pac
- Will plan to broadly announce it in January email as well as through a blurb shared with class parents in January
- Using this as a proving ground to possibly reorganize the website as well
- Parents are invited to follow the account as another channel to be able to quickly find deadlines or event reminders and links
- Looking ahead, the account will have highlights so parents can easily find partner discount links (i.e. ongoing fundraisers), FAQs, etc.

## 11. Zeffy — Chris Lim

- Zeffy has confirmed we can use their services. As long as we have a bank account in the PAC's name, we're good to go. We'll need to click the box that says we're a charity with no official status
- We're considering using this for Carnival because we'll be able to use any phone for tap-to-pay payments

### **Comments**

- We'll test Zeffy through the skating and hot chocolate fundraiser
- Multiple people are putting things on Square, so it will take work to transition over to Zeffy if we go ahead with this. (e.g., Susie will need to pull from Square, Zeffy and other sources.)
  - Chris would be happy to generate a Zeffy report if that would support Susie

## 12. New business

(nothing raised)

## 13. Volunteer opportunities

- Carnival and other social committee ([Sign Up Genius](#))
- Grad committee (contact Alison Seto)

- Fundraising / social committee ([Sign Up Genius](#))
- Looking for Hot Lunch Volunteer (call to go out in Jan)
- Please let us know or visit <https://cavellpac.wixsite.com/cavell/about> if you are interested in any positions

## 14. Adjourn

# TREASURER'S REPORT

Edith Cavell Elementary PAC Meeting

09 December 2025

# AGENDA

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



# BANK BALANCES AS AT 9 DECEMBER 2025

Account	Available Balance
Chequing account @ Dec 9, 2025	\$20,898.28
School PAC account (Direct Donations)	\$9,109.30
Gaming account @ Dec 9, 2025	\$6,450.10
<b>Total</b>	<b>\$36,457.68</b>
Uncashed cheques	\$755.15
Undeposited funds	\$1,541.00
Cash Float	\$293.10
Accounts Receivable	\$0.00
Accounts Payable (Known Amounts)	-\$3,374.36
Walkathon Tech Fund included above	-\$4,665.00
<b>Total</b>	<b>\$31,007.57</b>

Includes \$4,665 funds from Walkathon, deducted below.

Includes regular A/P, plus Grad fundraisers (Booster J, movie)

Net profits from walkathon less \$755.15 paid

# TOTAL FUNDS AVAILABLE & FUNDRAISING GOAL

9 DECEMBER 2025

Total funds available	\$31,007.57
Gaming grant 2025/2026 (\$6,460)	<b>RECEIVED</b>
<b>Total funds available</b>	<b>\$31,007.57</b>
2025 - 2026 school budgeted programs remaining	<b>-\$6,540.00</b>
<b>Balance</b>	<b>\$24,467.57</b>
<i>Fundraising goal - Regular</i>	<i>\$35,000.00</i>
<i>Fundraising profits thus far</i>	<i>\$14,530.07</i>
<b><i>Fundraising still to be raised</i></b>	<b><i>\$20,469.93</i></b>

# YTD FUNDRAISER PROFITS

## 18 NOVEMBER 2025

Fundraiser	Month(s)	YTD Net Profits
Direct Donations (see Walkathon)	Nov to June	\$ -
Walkathon (Technology drive)	October	\$ 5,420
Pizza Hot Lunch	TBD	\$ 1,522
Sun Oka Apple Fundraiser	October	\$ 1,192
Subway Hot Lunch	TBD	\$ 209
Foodie Kidz Hot Lunch	TBD	\$ 3,338
TruEarth	Oct & Feb	
Rain or Shine		
Purdy's	Dec	
Neufeld Farms	December	\$ 760
Mabel's Labels	Sept to June	\$ 53
Movie Nights incl. donations	Sept	\$ 931
Cobbs	TBD	
Pedal Heads	TBD	
Parent Social	TBD	
Carnival	May	
School Dance	Feb	\$ (1,076)
Silent Auction	April	
Spiritwear	Jan	
Stong's Market	Sept to June	\$ 818
Just Mulch	TBD	
New Year Skate	Jan	\$ 51
Miso Taco	TBD	\$ 1,312
<b>TOTAL YTD</b>		<b>\$ 14,530</b>

### **Please Note:**

*Funds are collected in advance for several initiatives; however, the associated future expenses are not yet known. As such, the reported amounts represent running totals of known revenues and **do not reflect actual profits at any given time.***

*Fundraising profits can only be considered reliable at the **end of the fiscal year**, once all related expenses have been incurred and accounted for.*

*(For example, hot lunch program totals may include revenue from future dates, while the corresponding expenses will not be known until those services are provided).*

# DRAFT BUDGET 2025/2026

		2024-2025	2025-2026		
	Category	Budget (Approved)	Budget (Approved)	PAID	REMAINING AMOUNT OWII
Hamber Student Bursary	Awards/Bursaries	(\$500.00)	(\$500.00)		(\$500.00)
Bank Fees (gaming acct)	PAC admin		(\$60.00)		(\$60.00)
Classroom Funds	Classroom Funds	(\$4,980.00)	(\$6,640.00)	\$6,640.00	\$0.00
Classroom literacy	Classroom Funds	(\$1,400.00)	(\$1,400.00)	\$1,400.00	\$0.00
Music Teacher Funds			(\$200.00)	\$200.00	\$0.00
Welcome back coffee	Community	(\$250.00)	(\$250.00)		(\$250.00)
Welcome back social- Meet & Greet	Community	(\$200.00)	\$0.00		\$0.00
Field Trips	Field Trip	(\$4,980.00)	\$0.00		\$0.00
PAC Meeting babysitting	PAC admin	(\$150.00)	(\$150.00)	\$60.00	(\$90.00)
School Assistance Fund	Resource		(\$531.07)	\$531.07	\$0.00
Resource Teacher Funding	Resource	(\$200.00)	(\$560.00)	\$560.00	\$0.00
SSA funding	Resource	(\$325.00)	(\$325.00)	\$325.00	\$0.00
Art supplies	School Equipment	(\$500.00)	(\$500.00)	\$500.00	\$0.00
PE Equipment (Dodge ball pinnies)	School Equipment	(\$650.00)	\$0.00		\$0.00
Author	School Equipment	(\$1,000.00)	(\$1,000.00)	\$1,000.00	\$0.00
Library Additions	School Equipment	(\$1,600.00)	(\$1,850.00)	\$1,850.00	\$0.00
Grade 7 Celebration	School Events	(\$1,750.00)	(\$1,500.00)		(\$1,500.00)
Whole school activity TBD	School Events	(\$1,500.00)	(\$1,500.00)		(\$1,500.00)
Saleema Noon (K-7)	School Events	\$0.00	(\$1,800.00)	\$1,785.00	(\$15.00)
School Performances	School Events	(\$1,800.00)	(\$1,800.00)	\$1,800.00	\$0.00

# DRAFT BUDGET 2025/2026

		2024-2025	2025-2026		
	Category	Budget (Approved)	Budget (Approved)	PAID	REMAINING AMOUNT OWING
Sports Day	School Events	(\$125.00)	(\$125.00)		(\$125.00)
Teacher Appreciation	School Events	(\$250.00)	\$0.00		\$0.00
Mystery Science (K-5)	School Events	(\$1,400.00)	(\$400.00)	\$400.00	\$0.00
Social Clubs	School Events		(\$100.00)	\$100.00	\$0.00
SEL Regulation Tools	Teacher - Resource		(\$2,000.00)	\$2,000.00	\$0.00
Replacement Gym Speaker	School Equipment		(\$600.00)	\$600.00	\$0.00
Xylophone	School Equipment		(\$450.00)	\$450.00	\$0.00
Team Jerseys & Dodgeballs	School Equipment		(\$750.00)	\$750.00	\$0.00
Primary Home Reading Book Program	Teacher - Classroom		(\$1,500.00)	\$1,500.00	\$0.00
Resource Team Library	Teacher - Library		(\$450.00)	\$450.00	\$0.00
Garden Boxes	School		(\$2,500.00)		(\$2,500.00)
iPad Keyboards	Teacher - Classroom		(\$475.00)	\$475.00	\$0.00
Bluetooth speaker	School Equipment	(\$1,200.00)	\$0.00		\$0.00
Basketball hoops for gym side walls	School Equipment	(\$500.00)	\$0.00		\$0.00
Kitchen MPR supplies for baking/cooking	School Equipment	(\$500.00)	\$0.00		\$0.00
KM club ribbons	School Equipment	(\$750.00)	\$0.00		\$0.00
Sports jerseys	School Equipment	(\$750.00)	\$0.00		\$0.00
Podcast microphones	School Equipment	(\$400.00)	\$0.00		\$0.00
<b>GRAND TOTAL</b>		<b>(\$27,660.00)</b>	<b>(\$29,916.07)</b>	<b>\$23,376.07</b>	<b>(\$6,540.00)</b>