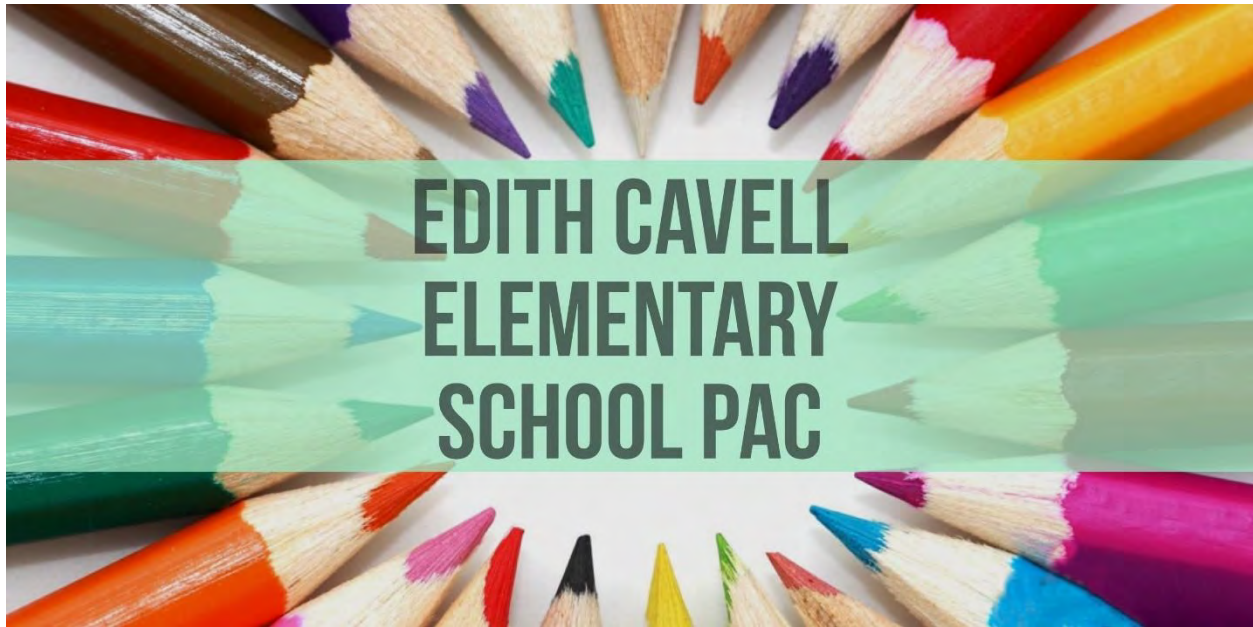




Oct. 14, 2025 Minutes of PAC Meeting

Location: Zoom

Time: 7:00 p.m. PST

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 x̱w̱məθkʷəy̓ əm (Musqueam), Sḵwxwú7mesh Úxwumixw (Squamish Nation) & səliłwətał (Tsleil-Waututh Nation).

2. Review/approve Sept 2025 minutes

Motion: Emma Vinnie

Second: Alison Seto

Approved

3. Principal's report — Andrea Greenhalgh

Cavell has been chosen to participate in **Kind Mind** through Kelty Mental Health Foundation — a program focused on the development of students' social and emotional health, well-being and build resilience. The program will end with a free "Confidance" dance party for the whole school hosted by Rock n Beau on April 2nd. More info to come.

Saleema Noon will be giving **sexual health presentations** (e.g., what's a safe touch and what's not; body science; sexual health) on Dec. 3 and Dec. 5. **On Dec. 1, she will meet with parents** at 6:30 p.m. (through hybrid in-person and Zoom combo.) Parents will have the opportunity to opt their kids out of the presentations, and Saleema encourages people to come to the parent presentation first, before opting out.

We're holding **student-parent/caregiver conferences** on Oct. 22 and Oct. 23. Students will be dismissed early on 1:58 dismissal both days, Teachers have sent out sign-up information. The **book fair** is being held in conjunction with these conferences.

On Oct. 16 grades 5, 6 and 7 are hearing a presentation from **Safer Spaces** — an interactive workshop designed specifically for youth to better understand how to stay safe while using apps and social media.

On Nov. 4, Divisions 1 and 2 will have a **workshop on vaping** from Coastal Health.

4. Douglas Park Community Centre report — Megha Bahree

Nothing to report

5. Treasurer's report — Susie Jagpal

See attached report.

Re **school laptops**, someone asked whether we can lease them through the VSB instead of purchasing them. Andrea said she'll look into it. She explained that we have to acquire laptops through VSB (instead of sourcing our own vendor) because VSB covers all the maintenance of our equipment. After routine maintenance, they're reached the end of life. Going through the district also ensures district-wide equity when it comes to technology.

Update: after the meeting, Andrea found out that we don't have the option of leasing computers.

6. Fundraising report – Stacey White

FALL/WINTER FUNDRAISERS

Walk-a-thon — Brenda Brown

- Donations received online are at \$5,035 according to the Google Sheet
- We received \$200+ in cash after the Thanksgiving weekend.
- It was a very positive afternoon! Thanks to all the families who came out and cheered the kids on!

Sun Oka Apples — Robyn Saona

- Sales closed (raised \$1192)
- Pick Up: Oct. 22 (to align with student conferences) — contact Robyn if anyone needs to pick up on a different day.

Pumpkin Carving — TBC

- Event Date: TBC

Spirit Wear — Alison Seto

- Sales: TBC November
- Pick Up: TBC

Purdys — Allison Tredwell

- Sales open: Nov. 1-30
- Order Pick Up: Dec. 17 or sooner. Details TBA.

Neufeld Farms — Robyn Saona

- Sales: TBC
- Pick Up: TBC
- We'll encourage people to split orders, but we won't take on splitting orders for them.

Miso Taco

- Cheque is incoming! Raised \$700+ over the summer.

TBC Winter Raffle or (extended online) 50/50 — Stacey White

- Need to test Zeffy.
- Strike may hinder our ability to get a gaming licence

WINTER/SPRING FUNDRAISERS

Carnival — Stacey White & Rosina Cuk

- Carnival Committee is being formed in October.
- We have co-ordinators, or tentative volunteers. An email will be sent out in November sometime re vacant positions"
 - Candy Corner
 - Entertainment
 - Electrical
 - BBQ
 - Tickets sales
 - 50/50
 - Rentals & Logistics

- Communications & Marketing

Silent Auction — Eva

- Dates: April 20-24 (collection deadline TBC)
- Eva is asking class parents to help rally their divisions to bring in items for the silent action. Details will be emailed later this month.

TBC & potential fundraisers

- Pumpkin Carving — TBC
- Family Photo — Meridith
- Parent Social — TBC

Sarah Brusven re Instagram account

- Sarah proposed creating an Instagram account to complement Cavell's existing Facebook group, aiming to reach more parents.
- There's one account that already exists — @cavellmonthly was started in 2018 and it's very out of date.
- People discussed potential challenges, including managing the account and ensuring compliance with school policies. Andrea warned about previous issues with school-related social media accounts, emphasizing the need for careful monitoring.
- Agreed to further discuss the creation of the Instagram account via the PAC's WhatsApp channel, including choosing a handle and designating a manager.

Zeffy payment platform discussion

- Chris presented a mock-up of the [Zeffy](#) interface and explained its potential advantages as an alt payment platform, including no transaction fees and a mobile-friendly design.
- Zeffy is not as versatile as Square and it may not work for hot lunch orders as you can't add variables (i.e. menu options), but there may be workarounds.
- Stacey suggested testing Zeffy for raffles and silent auctions, but people raised concerns about whether the PAC can use this platform as we are not a registered nonprofit.
 - Re the raffle Stacey is planning, the strike might affect our ability to get a gaming licence for November/December.
- Chris agreed to email Zeffy to clarify if their service could be used for school PAC fundraising.

7. Social committee update — Rosina Cuk

- Rosina mentioned that she's still gauging people's interest in hosting a school-wide bike parade.

- **Carved pumpkin competition** — Rosina suggest holding as social event rather than a fundraiser to make it more accessible, with entry rules and a small gift for participants. She drafted potential contest regulations and said she doesn't have capacity to develop this idea further, so it will be up to someone else to take it on.
- See the attached presentation for all social updates.

8. PAC tech updates – Chris Lim

Vote: Chris and Stacey to shadow Allison Tredwell on Wix website

Motion: Sarah

Second: Emma

Approved

- Chris is keen to create a system to better organize our collective files.
- Stacey offered to support him with some protocol for file management as she's been working on organizing fundraising emails.

9. After-school care help for parents – Megha Bahree

- Megha reported that she's received several emails from parents who are stressed about the lack of after-school care options and wondering if there's anything the school can do to help coordinate.
- Andrea explained the challenges of accommodating external organizations and after-school programs at the school due to limited space and existing commitments. She said that while the school cannot host rentals in the gym until 5 p.m. due to sports activities, they do have some capacity for community programs, such as the UBC Gearing Up program, which uses the library space occasionally.
- Chris pointed out that Kerrisdale has various programs coming in every day of the week and Andrea explained that they have much more space.
- People discussed past practices, such as the involvement of the Community Schools team and external vendors, but noted that these were not sustainable long-term solutions due to space constraints and the need for approval from various authorities, especially for childcare-related activities.
- Andrea said people should contact rentals@VSB.CA if you'd like to request school space for an activity. The school will let Rentals know what spaces we have available when contacted about a potential rental.

10. Proposal for the PAC to host a staff appreciation lunch on June 26, 2026 — Romina Grippo

- Romina proposed organizing an appreciation meal for Cavell teachers/staff, suggesting a breakfast or lunch on June 26, with an estimated cost of \$300-500 for around 40 staff members.

- The PAC discussed the history of staff appreciation events, noting that previous attempts at staff meals had faced challenges due to timing and staff availability.
- Someone suggested creating a separate donation drive specifically for the staff meal, rather than using PAC funds, which was agreed upon by the group.
- Andrea will discuss the proposal with school staff during their Thursday meeting.
- Romina will organize this meal and a fundraising drive to support it (collecting e-transfers.)

Update: after the meeting, Andrea spoke to the staff. She says they were touched with the idea of having a staff appreciation luncheon and gave their regards to the PAC for thinking of them.

11. New business

(nothing raised)

12. Volunteer opportunities

- Carnival and other social committee ([Sign Up Genius](#))
- Class parents ([Sign Up Genius](#))
- Fundraising cavellfundraising@gmail.com
- Please let us know or visit cavellpac.wixsite.com/cavell/about if you're interested in any positions

13. Adjourn

TREASURER'S REPORT

Edith Cavell Elementary PAC Meeting

14 October 2025

AGENDA

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

BANK BALANCES AS AT 14 OCTOBER 2025

Account	Available Balance
Chequing account @ Oct 14, 2025	\$17,941.55
School PAC account (Direct Donations)	\$5,164.30
Gaming account @ Oct 14, 2025	\$6,460.00
Total	\$29,565.85
Uncashed cheques	\$0.00
Undeposited funds	\$962.80
Cash Float	\$93.10
Accounts Receivable	\$0.00
Accounts Payable (Known Amounts)	- 2,936.86
Walkathon Tech Fund included above	- 1,240.00
Total	\$26,444.89

Includes \$720 funds from Walkathon, deducted below.

Includes regular A/P, plus Booster Juice profits (grad)

\$720 donations and \$520 e-transfers thus far

TOTAL FUNDS AVAILABLE & FUNDRAISING GOAL

14 OCTOBER 2025

Total funds available	\$26,444.89
Gaming grant 2025/2026 (\$6,460)	RECEIVED
Total funds available	\$26,444.89
2025 - 2026 school budgeted programs remaining	-\$8,355.00
Balance	\$18,089.89
Fundraising goal - Regular	\$35,000.00
Fundraising profits thus far	\$9,156.64
Fundraising still to be raised	\$25,843.36

YTD FUNDRAISER PROFITS

Fundraiser	Month(s)	YTD Net Profits
Direct Donations	Sept to June	\$ -
Pizza Hot Lunch	TBD	\$ 1,469
Sun Oka Apple Fundraiser	October	
Subway Hot Lunch	TBD	\$ 373
Foodie Kidz Hot Lunch	TBD	\$ 2,424
TruEarth	Oct & Feb	
Rain or Shine	Sept	
Welcome Back - donations (cash)	Sept	
Purdy's	Dec	
Neufeld Farms	November	
Mabel's Labels	Sept to June	
Movie Nights incl. donations	Sept	\$ 931
Cobbs	TBD	
Pedal Heads	TBD	
Parent Social	N/A	
Carnival	May	
School Dance	Feb	\$ (1,076)
Silent Auction	April	
Walkathon approx.	October	\$ 5,035
Spiritwear	Jan	
Stong's Market	TBD	
Just Mulch	TBD	
Miso Taco	TBD	
TOTAL YTD		\$ 9,157

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 OWING
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)	\$30.00	(\$120.00)
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)		(\$1,800.00)
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
GRAND TOTAL		(\$27,660.00)	(\$29,916.07)	\$21,561.07	(\$8,355.00)

ADDITIONAL TECHNOLOGY FUNDRAISING DRIVE

Walkathon Funding (potentially over 2 years):

Laptops (15 in 2025?)		(\$6,300.00)
Additional laptops (15 in 2026?)		(\$6,300.00)
15 iPads		(\$9,600.00)
TOTAL		(\$22,200.00)

Estimated Walkathon profits thus far are \$5,035.

EDITH CAVELL PAC MEETING

SOCIAL COMMITTEE REPORT

TUESDAY OCT 14TH, 2025 7PM



HALLOWEEN COSTUME SWAP & CRAFT



1. **Donate your gently used costumes.** Now until October 21.
2. **Find your costume**, discover new to you costumes and accessories for free

Wednesday, October 22nd 2-5pm
Edith Cavell Gym

WALK BIKE ROLL MINI GRANT PROGRAM

General Walk Bike Roll projects – Elementary and annex

Up to \$500 available for projects that promote walking, biking, rolling, or taking transit to school

General Walk Bike Roll projects – Secondary

Up to \$1,000 available for projects that promote walking, biking, rolling or taking transit to school

Walking School Bus and Bike Bus programs – Elementary and annex

Up to \$1,500 available for schools implementing new or existing parent-led Walking School Bus or Bike Bus programs. Information icon Schools in the existing HUB Cycling and SCY programs are not eligible.



BIKE TO SCHOOL WEEK & SCHOOL STREET

School Street May 11 – June 5 Bike to School Week June 1 - 5

This year's lineup includes:



A Pancake breakfast to kick things off (plus bonus bananas for students who bike, walk, or roll!)



Free bike tune-ups and a Grades 5–7 maintenance workshop



A bike-decorating station with local artist Ryan Paton and his art bikes



A festive school-wide bike parade

Active Transport Committee and help bring these events to life.

Deadline for Scholl Street is November 7th, Application for the Mini Grant October 17th

CRAVED PUMPKIN COMPETITION

****Eligibility & Entry****

- One entry per person or team (for group efforts).
- Pumpkin can be carved, sculpted or decorated, but carving is encouraged.
- Entry must be original work of the student(s) or family / group – using pre-made kits or stencils is discouraged
- All pumpkins must be completed before arrival – no carving is allowed at the school on drop-off day.

Prizes & Recognition*

- All entrants receive a small gift bag in recognition of participation.
- Winners in each category receive a certificate and badge, plus “bragging rights.”
- Winners will be announced on ****October 27****.

