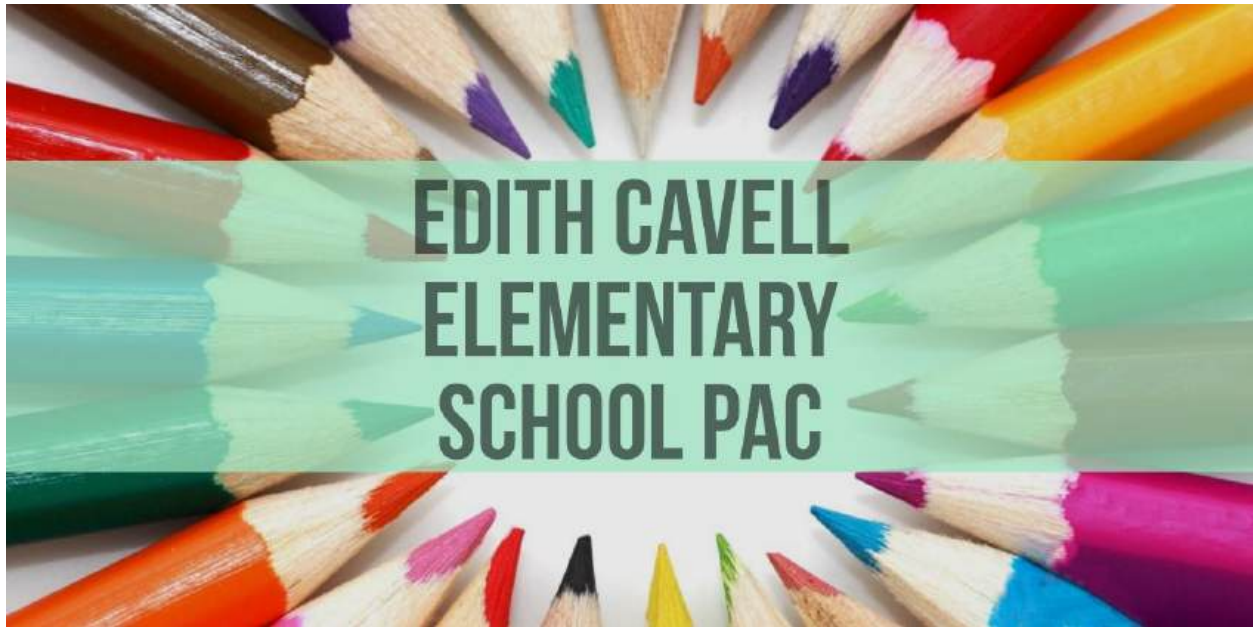




Sept. 16, 2025 PAC meeting minutes

Location: Edith Cavell Library

Time: 7:00 p.m. PST

PAC website: <https://cavellpac.wixsite.com/cavell>

1. Welcome — meeting called to order by Megha Bahree

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

2. Review and approval of June 2025 minutes

Motion: Sarah Brusven

Second: Rosina Cuk

Approved

3. Principal's report — Andrea Greenhalgh

Terry Fox Run on Sept. 18 — our goal is to raise \$5,000 and we are just over \$1,400 (18 donations) as of this afternoon. You can go to Terry Fox Foundation and under 'Find Your

School' search Edith Cavell (Vancouver location). This is our 34th run. Cavell has cumulatively raised over \$130,000. Last week Terry Fox's niece came to the school and gave a speech

Open House on Sept. 18 after the Terry Fox Run. Come see your child's classroom and other areas of the school. This is not a time to talk to teachers about your child, but to see spaces in our school

First conferences with the teacher are on October 22 and 23 and dismissal is at 2:00 p.m. both days

- **Ms. Fung needs volunteers for the book fair. It will run during the week of conferences and be open late on the Wednesday evening.** The book fair is open in the morning, at lunch and after school and during conference nights

Clubs – over the past year many student-run clubs have been formed. We would like to give them some ownership of what they are doing so we're asking the PAC to have a small slush fund / donations that these students could "request" through a form/presentation to you

- Terms for clubs:
 - need an adult to help sponsor the club
 - need a time/date/location
 - needs to be inclusive

Foundation Skills Assessment – grades 4 and 7 will receive the FSA sometime in October or early November. These tests measure literacy and math at early grade 4 and early grade 7. The FSA is encouraged, but not mandatory. **See attached slides for more**

VSB will produce a live podcast about the FSA: "You may have heard differing views about the FSA. To support families with clear information, we are hosting a special live episode of our podcast, [VSB: After the Bell](#). You'll hear from experts in the field who will discuss what the FSA measures, how the assessment works, how results are used in schools, common concerns and misconceptions, as well as ways to help your child understand the assessment."

VSB After the Bell: Live

Topic: Foundation Skills Assessments (FSAs)

Date: Sept. 23, 2025, from 6:00 p.m. - 7:00 p.m.

Who: Jaclyn Cummings, Vice-Principal at Sir Alexander Mackenzie Elementary and Joe Maher, Principal at Queen Alexandra Elementary

Questions? Ask ahead of time to get them answered live. Submit your questions by emailing them to engage@vsb.bc.ca

A Teams link will be sent a day before the event.

4. Douglas Park Community Centre report — Cynthia Lightbody

- KinderCare programs — full
- SAC programs — full
- Public registration for Winter Camp 2025 — full
- Registration for Winter Camp for SAC families will happen in October
- Breakfast with Santa — full
- Friday Night Fun for teens aged 11-14 is running. Registrations are on.

5. Finance Report – Susie Jagpal

(See attached slides)

Vote to approve budget for 2025-2026 school year

Motion: Stacey White

Second: Alison Seto

Approved

6. Fundraising report – Stacey White

Each fundraising project needs a lead. And Stacey needs a co-chair. Stacey (and her TBD co-chair) can support the leads. This is the year we need to pass these responsibilities along as many parents who have been leading fundraising won't be at the school next year.

Stacey will send out a school wide volunteer call next week. Email Stacey if you can contribute some time/energy to fundraising: cavellfundraising@gmail.com

Focus on Campaigns vs Events

The focus will be on campaigns instead of fundraising specific events because they raise more money and take less time. The Fundraising Committee will work with the Social Committee to incorporate fundraising elements into events (i.e. popcorn at events, 50/50 tickets, raffles, food trucks, promo ongoing campaigns and Direct Donation).

Confirmed Fundraising Events

- **Walkathon** (Brenda & Stacey): Thursday, October 9, 2025. The theme is Cavell gear (red and white). We need volunteers to stand along the route during the walkathon
- **Silent Auction** (Eva): Monday April 20th — Friday April 24, 2026
 - Eva is asking class parents to help collect items. More information will be circulated at a later date
- **Apple fundraiser** (Robyn) — to launch Sept. 17 and end Oct. 6. Info will be sent in Friday's newsletter. Robyn needs a volunteer or two to help with handing out apples on delivery day. Email: robynsaona@gmail.com

Ongoing Fundraisers

- Hot Lunch
 - Foodie Kids
 - Pizza Day
 - Subway Day
- Miso Taco
- Just Mulch
- Cobs Bread
- Stongs
- Mabels Labels
- Tru Earth
- Pedalheads - TBC

Carnival

To meet the budget we need both Walkathon and Carnival to be annual events. ***We need someone to take on Carnival.** It's a large commitment and ideally would be chaired by someone who can dedicate focus to it. They will be managing a committee and day of volunteers. There are experienced volunteers to run the various sections. Romina has extensive notes on everything that she will hand over. Talk to Stacey asap if you're interested:

cavellfundraising@gmail.com

Other Potential Fundraisers

These are examples of past events and ideas put forward. Anyone interested in being an event coordinator for one of these or who has ideas for a fundraiser should email Stacey.

- Carnival
- Family Photo Day
- Winter Market
- Winter Raffle
- Pumpkin Patch: **We would need a pumpkin sponsor.** Could be tied in with the social committee costume sale.
- Parent Social at Hillcrest: cancelled last year due to low registration. Decent reception the previous year. With better promotion, it could be viable. Venue fees are the largest obstacle with this event
- Parent Art Night

7. Grade 7 Celebration committee update

Planning is underway for a fun year of events. We are doing some fundraising this year as our budget was cut.

- **Booster Juice** (possibly first Wed of each month) to be run by the Grade 7 students. A parent will assist to get it going. Andrea asked about garbage from the cups and Robyn will inquire. Ideally, the company will come to collect any garbage, the cups will be compostable/recyclable, or a Grade 7 parent will take care of it.
- Rosina set up two **recycling bins at the family movie night.** Proceeds are to benefit the Grade 7 celebration. A parent will need to be responsible for transporting the empties to the recycling depot.

Parents interested in joining the celebration committee can contact Alison Seto at ali.c.seto@gmail.com.

8. Social committee update – Rosina Cuk

(See attached slides)

- Welcome back movie night was VERY well attended
- Rosina will circulate a survey inviting feedback about past events and ideas for future events
- **Walking School Bus** routes are going well. The South route didn't happen because logistically it's difficult. Will likely separate into a south route and a southeast route. **Registration is ongoing.** Rosina will monitor for new sign ups.

Upcoming events:

- Oct. 22 (2-5 p.m.) costume craft and swap! Starting Monday, Sept. 29, you can add costumes to a donation bin.
- November family game night (date TBD)
- December — family skate (hoping to rent Hillcrest rink) sometime between Dec. 20 and Jan. 4.
- January 30 — Family Dance
- April — Free Market (spring cleaning!)
- May — School Street
- June — Bike to school week

Vote to reimburse Rosina for cost of family dance DJ (\$1076) and family skate ice rental (\$223):

Motion Rosina Cuk
Second Alison Seto
Approved

Rosina needs help! She's seeking volunteers to join:

- Bike to school week committee
- School streets committee
- Social committee

Email Rosina if you'd like to help with events: rosina.mak@gmail.com

9. Greening committee update – Robyn Saona

- Currently \$2,500 in the budget for garden boxes. Andrea has intel. She'll update Robyn.
- Robyn is planning to circulate a survey asking Cavell families for future greening committee projects ideas. (Stacey suggested a Buddy Bench.)

10. Hot lunch update – Susannah Rohloff

- **Susannah is seeking volunteers to take over the hot lunch program** responsibility in the 2026/27 school year. Email srohloff@gmail.com
- Susannah flagged that the PAC needs a shared drive for knowledge transfer.

11. Class parent coordinator – Stacey White

Class Parent Coordinator: Stacey White

Email: cavell.class.parents@gmail.com

The Class Parent sign-up sheet is accessible on the PAC website (About — Volunteer):

<https://cavellpac.wixsite.com/cavell/about#volunteer>

NEW WhatsApp Community for Cavell

This is a test based on the WhatsApp group used by the current Grade 2 classes since Kindergarten. The same format was set up for the incoming K classes since. It was expanded to accommodate split years. **You can ask your Class Parent or Stacey to share the link with you. This is to help ensure that only Cavell families are in the community.**

Grade Chats: create community between the classes. Good spot for sharing upcoming programs, arranging social meet-ups, thoughts and activities, etc.

Div Chats: what happened in the room today, teacher gift organizing, anything class-specific.

We need Admins for each grade and Division. I'm hoping Class Parents will take on this role but it is not mandatory and is open to anyone. The main responsibility will be making sure that the people in the chat are supposed to be there.

There is also a **Class Parent Chat in the PAC Community.** **Links to all these groups are included in the Class Parent Welcome and Instructions email.**

12. Help for new parents in the school – Chris Lim

- There was a gap in communication. Hopefully the WhatsApp chat can help fill the gap in the future. **If any parents are experiencing communication gaps, please email Chris** so we can better fix it for next year: chrislim604@gmail.com
- Zeffy is an alternative to Square without processing fees. They're actively reaching out to schools.

13. New business

14. Volunteer opportunities

- Class parents (sign up via [Sign Up Genius](#))
- Fundraising / social committee ([Sign Up Genius](#))
- Please let us know or visit <https://cavellpac.wixsite.com/cavell/about> if you're interested in any positions

15. Adjourn

Foundation Skills Assessment (FSA) Information



LAND ACKNOWLEDGEMENT

With deep gratitude and respect, we are honoured to be learning and unlearning on the ancestral and unceded lands of the x^wməθk^wəyəm (Musqueam), Sk̓wxwú7mesh Úxwumixw (Squamish Nation) & səlilwətaʔ (Tsleil-Waututh Nation).



x^wməθk^wəyəm
(Musqueam)



Sk̓wxwú7mesh Úxwumixw
(Squamish Nation)



səlilwətaʔ
(Tsleil-Waututh Nation)

Agenda

- What is the FSA?
 - Purpose
 - Assessment
 - Data
- Connections to Learning and Instruction
- More Information

Provincial Goal for all Learners

Students will
meet or exceed
literacy and
numeracy
expectations
for each grade
level

Provincial Assessments

Foundation Skills Assessments

Graduation Assessments

Grade 4

Literacy and
Numeracy

Grade 7

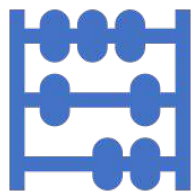
Literacy and
Numeracy

Grade 10

Literacy and
Numeracy

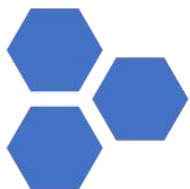
Grade 12

Literacy



Learning Assessment

- Numeracy



Students

- Grade 4
- Grade 7



Purpose

- Measure how the education system is doing



How Students

- Think
- Communicate
- Reflect

OUR VSB

What is the FSA?

Literacy: your child's ability to understand language and communicate in a variety of ways

Numeracy: your child's ability to apply important math skills, solve problems and communicate solutions

October 1-November 8

The FSA does NOT...

- Rank students, teachers or schools
- Impact student marks or report cards

Why?

Snapshot of student
learning at a
moment in time

Quality of Student Learning

- Learning across province
- Improvements to education system

Student Groups

- How different groups are learning
- Ensure that all are developing a strong foundation in literacy and numeracy

Understand

- Where students might need extra help
- If your child's learning is "on track"

How?

Component	Description	Time
Paper-based literacy task	A collaboration activity and 3 written response questions	60 minutes
Online literacy task	30 questions	60 minutes
Paper-based numeracy task	3 written response questions and 1 self-reflection question	45 minutes
Online numeracy task	30 questions	60 minutes
Self-reflection	1 selected-response question and 1 written-response question	5 minutes

- Part of regular classroom learning
- No prep needed
- Spread over several days/weeks



Sample FSA
Questions

Sample Questions

Grade 4 Literacy:

- Writing prompts: *How has being curious led you to something new? Your writing could explain your experience or tell a story.*

Grade 7 Numeracy:

- *A student is making flower bouquets. She has only three flowers: a rose, a carnation, and a daisy. If each bouquet only has two flowers, how many different types of bouquets can she possibly make?*

Results

Level 1	Level 2 and 3	Level 4
Emerging	On Track	Extending
means your child is beginning to understand the expected concepts	means your child mostly understands the expected concepts	means your child is able to apply their learning in new and different ways

Accommodation	All Students	Students with IEP
extra time	x	x
supervised breaks	x	x
separate setting	x	x
word processor with spellcheck	x	x
calculator	x	x
large print	x	x
reading of instructions/texts	x	x
braille		x
reader and scribe		x
speech to text/text to speech		x
any other accommodations recommended by School Based Team		x

Student Supports

Classroom Teachers, Resource Teachers, Principals, Vice-Principals and Student Support Workers work together to support student success on the FSAs



Uses

Student Progress

- How students are doing in literacy and numeracy
- Areas of strength and areas of growth

Classroom Teaching

- Support teaching and learning
- Where students are doing well
- Where extra help may be needed

Education System

- System trends over time
- How to support teaching and learning experiences
- Guide decision making on how to improve



Linked to Curriculum

- Aligned with learning standards, core competencies, literacy and numeracy



Guide Learning & Instruction

- Provides system-level information
- Areas of focus for teachers and administrators



Data

- Increased participation rates provides more accurate and reliable data

OUR VSB

Elementary Learning and Instruction



Elementary Learning and Instruction

OUR VSB

Supporting Priority Learners

- How well are we doing?
- Where are the gaps?



Information

- Where to go next
- Starting point for conversation



Alignment

- With classroom assessment



Highlights

- Specific areas of growth
- Where additional supports may be helpful

For More Information



Sample FSA
Questions

School Principal and/or
Vice-Principal



Ministry of
Education

FSA Resources

TREASURER'S REPORT

Edith Cavell Elementary PAC Meeting
16 September 2025

AGENDA

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

BANK BALANCES AS AT 16 SEPTEMBER 2025

Account	Available Balance
Chequing account @ Sept 16, 2025	\$36,393.61
School PAC account (Direct Donations)	\$4,444.30
Gaming account @ Sept 16, 2025	\$4.95
Total	\$40,842.86
Uncashed cheques	
Undeposited funds	\$52.80
Accounts Receivable	
Accounts Payable (Known Amounts)	- 145.16
Total	\$40,750.50

FUNDRAISING GOAL

Total funds available	\$40,750.50
Gaming grant 2025/2026	
Total funds available	\$40,750.50
2025 - 2026 school budgeted programs remaining	-\$30,385.00
Balance	\$10,365.50
<i>Fundraising goal - Regular</i>	<i>\$35,000.00</i>
<i>Fundraising profits thus far</i>	
<i>Fundraising still to be raised</i>	<i>\$35,000.00</i>

2024-2025 FUNDRAISER PROFITS

Fundraiser	Month(s)	YTD Net Profits
Direct Donations	Sept to June	\$ 4,444
Pizza Hot Lunch	Sept to June	\$ 2,948
Sun Oka Apple Fundraiser	October	\$ 830
Subway Hot Lunch	Sept to June	\$ 23
Foodie Kidz Hot Lunch	Sept to June	\$ 3,835
TruEarth	Oct & Feb	\$ 71
Rain or Shine	Sept	\$ 166
Welcome Back - donations (cash)	Sept	\$ 38
Purdy's	Dec	\$ 1,308
Neufeld Farms	November	\$ 932
Mabel's Labels	Sept to June	\$ 113
Movie Nights incl. donations	Nov & Mar	\$ 1,024
Cobbs	TBD	\$ 50
Pedal Heads	TBD	\$ 850
Parent Social	N/A	\$ -
Carnival	May	\$ 9,874
School Dance	April	\$ 1,178
Silent Auction	April	\$ 7,843
Walkathon	N/A	\$ -
Spiritwear	Jan	\$ 214
Stong's Market	TBD	
Just Mulch	TBD	
Miso Taco	TBD	\$ 336
TOTAL YTD		\$ 36,076

DRAFT BUDGET 2025/2026

		2024-2025	2025-2026
	Category	Budget (Approved)	FINAL DRAFT
Hamber Student Bursary	Awards/Bursaries	(\$500.00)	(\$500.00)
Bank Fees (gaming acct)	PAC admin		(\$60.00)
Classroom Funds	Classroom Funds	(\$4,980.00)	(\$6,640.00)
Classroom literacy	Classroom Funds	(\$1,400.00)	(\$1,400.00)
Music Teacher Funds			(\$200.00)
Welcome back coffee	Community	(\$250.00)	(\$250.00)
PAC Meeting babysitting	PAC admin	(\$150.00)	(\$150.00)
School Assistance Fund	Resource		(\$1,000.00)
Resource Teacher Funding	Resource	(\$200.00)	(\$560.00)
SSA funding	Resource	(\$325.00)	(\$325.00)
Art supplies	School Equipment	(\$500.00)	(\$500.00)
Author	School Equipment	(\$1,000.00)	(\$1,000.00)
Library Additions	School Equipment	(\$1,600.00)	(\$1,850.00)
Grade 7 Celebration	School Events	(\$1,750.00)	(\$1,500.00)
Whole school activity TBD	School Events	(\$1,500.00)	(\$1,500.00)
Saleema Noon (K-7)	School Events	\$0.00	(\$1,800.00)
School Performances	School Events	(\$1,800.00)	(\$1,800.00)

DRAFT BUDGET 2025/2026

		2024-2025	2025-2026
	Category	Budget (Approved)	FINAL DRAFT
Sports Day	School Events	(\$125.00)	(\$125.00)
Mystery Science (K-5)	School Events	(\$1,400.00)	(\$400.00)
Social Clubs	School Events		(\$100.00)
SEL Regulation Tools			(\$2,000.00)
Replacement Gym Speaker			(\$600.00)
Xylophone			(\$450.00)
Team Jerseys & Dodgeballs			(\$750.00)
Primary Home Reading Book Program			(\$1,500.00)
Resource Team Library			(\$450.00)
Garden Boxes			(\$2,500.00)
iPad Keyboards			(\$475.00)
Other previous wishlist items (not listed above)		\$10,180.00	
GRAND TOTAL		(\$27,660.00)	(\$30,385.00)

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)

Cavell Social Committee Report

Sept 2025



Welcome Back Movie Night Recap

Thank you all for coming!

We had our biggest movie night turnout yet—a huge thanks to everyone who helped to run it. We'd love to hear your thoughts, so **please take a moment to fill out our short survey.**

Your input is really important to us!



Total Income	\$1,598.29		
Total Expense	\$724.78		
Revenue	\$873.51		
Income Total	\$1,598.29	Expense Total	\$724.78
Cash Sales		Expense	
Admission	\$454.29	Drinks & Chips	\$141.08
Concession	\$373.95	Hot Dogs & Candy	\$169.75
Popcorn Donation	\$94.00	Pizza Order	\$344.95
Total Cash Sale	\$922.24	Missing Pizza	\$44.00
Presale & Card Payment		Missing Pizza	\$25.00
Admission	\$57.00		\$724.78
Concession	\$187.00		
Popcorn Donation	\$1.05		
Hotdog	\$24.00		
Pizza	\$407.00		
Total Presale & Card	\$676.05		

■ North Route

Welcoming 13 new families; some kindergarteners walking independently for the first time

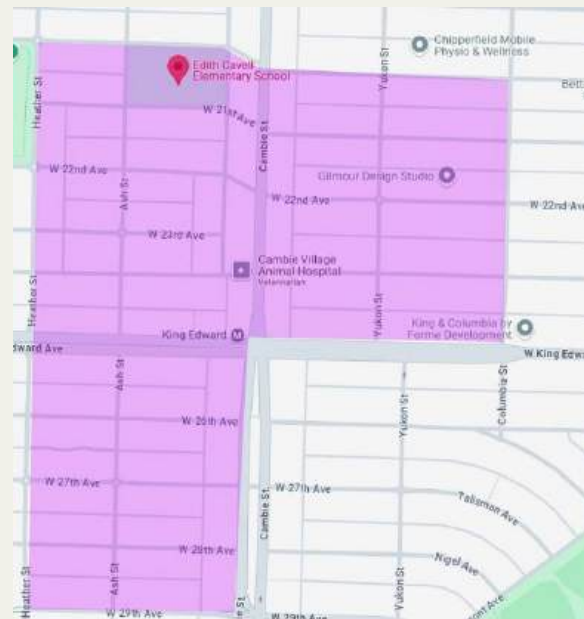


■ South Route

Finalizing routes; hoping for more families to split into two routes

■ Registration ongoing

Form coming soon on our website



Costume Craft & Swap

■ Wednesday
October 22nd 2-5pm

Bring your gently used costumes and trade them for new-to-you ones at the gym. It's a great way to refresh your Halloween wardrobe, reduce waste, and share some spooky fun with the school community. Craft activities will also be available, so kids can get creative while swapping costumes!

If you can't make it on the day of the event but have extra costumes to donate, you can drop them off in the collection bin at the office starting **Monday, Sept. 29.**



Upcoming Events

OCT

Costume Craft & Swap

NOV

Family Game Night

DEC

Family Skate

JAN

Family Dance

APR

Free Market

MAY

School Street

JUN

Bike to School Week



Seeking Key Volunteers

■ School Street Committee

A community event where the street near the school is temporarily closed to traffic, making it safe for students and families to walk, bike, and enjoy outdoor activities.

Recruiting and managing volunteers, planning the week's activities, promoting the event,

■ Bike to School Week

A week-long event encouraging students to bike to school safely, promoting active transportation and healthy habits.

Planning the week's activities, promoting the event, coordinating with school staff, parent volunteers, and local partners

■ Social Committee

Want to host a STEM Fair, Improv Night, or even Glow-in-the-Dark Mini Golf? Join the Social Committee and help bring fun, engaging activities to life for students and families!