



# Nov. 18, 2025 Minutes of PAC Meeting

**Location:** Cavell Library

**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 xʷməθkʷəy̓ əm (Musqueam), Skwxwú7mesh Úxwumixw (Squamish Nation) & səliłwətał (Tsleil-Waututh Nation).

## 2. Review/approve Oct 2025 minutes

Motion: Brenda Brown

Second: Stacey White

Approved

## 3. Principal's report — Andrea Greenhalgh

- Our cross country team ran at the Trout Lake District Meet. "I ran, too ... and that was my joy"
- Our soccer teams finished their seasons
- The Sr. Girls finished their season at the City Championships at Point Grey
- Volleyball season has now begun and we have many teams

- 🙏 Big thank you to all of our parent coaches that helped coach or are currently coaching teams!

Upcoming dates:

- Nov. 21 — Professional Day
- Dec. 1 — Saleema Noon will present to parents on Zoom
- Dec. 3 and 5 — Saleema Noon will present to students
- Dec. 16 — Learning Update #1
- Dec. 17 and 18 (afternoons) — Winter concert
- Dec. 19 — Last day of school
- Jan. 5 — Return to school
- Jan. 12 — Professional Day
- Jan. 16, 19 and 23 — Drumming

Technology Notes

- School computers span three generations; most obsolete by year-end. Some are 8–10 years old and prone to failing during student work.
- Students are assigned laptops; many devices stall during login, causing class disruptions.
- Children may use personal devices at home but equity considerations guide in-school use.

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

- Dec. 2 at 7:00 p.m. is registration for Winter programs (Jan-Mar 2026)
- Re childcare, we have a few spaces open in our preschool programs
- For school-age care, we are at full capacity

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

See attached report.

- We still need to raise \$21,741.55 to meet our annual fundraising goal
- To review all ongoing fundraisers (e.g., Miso Taco), go to the [PAC's website](#)

**Motion: We should spend the Walkathon profits raised to date (\$5,420) to get the most laptops that we can to replace obsolete ones.**

Motion: Brenda Brown

Second: Alison Seto

Approved

Questions/comments:

- **How long do laptops purchased for the school last?** Andrea: We have three different generations of laptops. The majority will be obsolete this year. The ones that we're hoping to replace this year are probably 8-10 years old.
- We need a video educating people about the importance of up-to-date tech. We could share it on the school's socials. Perhaps we could have a set account for that.
- **Can children bring their own laptops?** Andrea: At elementary we look at equity. Certain children do have tech from home but in general we use what we have here.

## 6. DPAC update — Brenda Brown

See attached report.

- DPAC is increasingly concerned about parents' and students' voices not being heard by VSB — particularly since they brought back the School Liaison Officers
- Trustee Reddy suggested that parents who are concerned about not being heard show up at the next Board meeting at the VSB offices on Nov. 26 at 7:00 p.m.

## 7. Fundraising report – Stacey White

### **Sun Oka Apples**

Organizer: Robyn

Sales: closed

Raised: \$1,192

### **Purdys**

Organizer: Allison Tedwell

Sales open: Nov. 1 - 30

Pick Up: TBD

### **Neufeld Farms**

Organizer: Stacey

Sales: Nov. 17 - Dec. 1

Pick Up: Dec. 10, 2:30 - 3:15

### **Spirit Wear**

Organizer: Alison

Sales: TBC (prices will be the same as last year)

Pick Up: TBC December

### **TBC Winter Raffle or 50/50:**

We aren't eligible to use Zeffy. Regrettably, I don't have the time to dedicate to this event for 2025.

### **Miso Taco:**

The \$2 per kids meal isn't sustainable for them, so they will donate \$1 per kids meal going forward.

### Spring Fundraisers

#### **Silent Auction**

Organizer: Eva

Sales: April 20-24

Notes: 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.

#### **Pedalheads**

New campaign starts in January. Details and new code will be available in January but will likely be the same format as last year (parents will get \$25 off registration price, and \$25 will go to Cavell for each redemption.)

#### **Family Photo**

Organizer: Meredith

Date: TBC

Details: The photographer used in the past is no longer available. Does anyone know of a photographer who might be interested? If so, please pass along info to Meredith (meredith\_a\_wilson@msn.com) or Stacey. Ideally they would be equipped to take orders and payment and pay a percentage to Cavell PAC.

#### **Carnival**

Co-ordinator: Rosina will lead the committee

Date: June 5, 2025

### TBC events

#### **Parent Social**

Organizers: Kyle & Lucie

Date: TBC (might not go ahead)

Details: Unsure of interest levels and if the organisers have the time to dedicate to it. We are touching base in the spring.

## Readathon

Organizer: Rosina

Date: TBC (if it goes ahead, it will happen over Spring Break)

Details: A readathon is like is a reading version of Walkathon. Parents sponsor kids to read x amount of pages/books over a set amount of time. We could look for community sponsors/partners (e.g. bookstore)

Questions/comments:

- A used book sale could also potentially bring in money

## Class Parents report:

We officially have class parents for all divisions! **Thanks to all those who have volunteered.** I will be reaching out to all class parents in the coming weeks should they have any questions about organizing gifts for teachers and support staff.

## **Cavell's WhatsApp community**

Some concerns were raised by the school about these groups. Sorry for any confusion that arose. The WhatsApp is not a PAC initiative. It was created by parents for parents to communicate and share information. Initially, in September we thought asking Class Parents if they would volunteer to act as admins for their Div and Grade chats was the obvious choice. After Andrea brought up in a PAC meeting that VSB doesn't support WhatsApp as a preferred method of communication I tried to keep the roles separated. Unfortunately that effort wasn't successful and there's been confusion over ownership.

## **Concerns about the WhatsApp community can be directed to** Caroline

(carolineliu604@gmail.com), Chris (chrislim604@gmail.com) or myself

(cavellfundraising@gmail.com). We are all admins and the original architects of the community.

We are happy to work with our school community, parents, teachers, and staff, to create a safe and welcoming environment. **We're working on strategies to ensure dialogue is safe/respectful and to reduce harm.**

## Instagram account — Chris Lim

- Chris and Sarah will manage the account
- Quick reminders will go to Stories, so people can doom scroll them once they're kids are sleeping :)
- We'll keep comments on, so parents/students can ask questions, and if comments become a problem we can disable them

- We'll crosspost from Instagram to the Cavell Facebook page, to avoid duplicating work
- I'm reformatting the website to make it easier to navigate

## 8. Portables update – Brielle Morgan

Note from The Tyee's education reporter, Katie Hyslop:

*I appreciate how much work the parents have put into this issue and this pitch about Edith Cavell's unused portables. But unfortunately I know my editors will be unmoved -- they've been asking me to focus less on Vancouver and less on one single school, and more on issues that impact more than one district. That being said, the Edith Cavell PAC may find solidarity and help in reaching out to PACs in other districts that struggle with portables, like Burnaby and Surrey, and how the cost of portables (and, it seems in this case, their removal) is always passed down to the cash-strapped district from the province.*

Action: Brielle will draft a letter by Dec. 4 and tap advisory to review and add comments.

## 9. Social committee update — Rosina Cuk

See attached report.

### Movie night

Date: Nov. 21 (Professional Development day) — doors open 5 p.m., movie starts at 5:30

Movie: Freakier Friday

Notes: Pizza orders are due Nov. 19.

### Family skate

Date: Jan. 3, 2026, 9-11 a.m.

Registration deadline is Dec. 12 ([register on our website](#)).

Registration is now open for Cavell families. General public registration will open on December 8.

Please reserve your spot (and any skate rentals) by December 12. Late registrations, rental requests, and drop-ins will be accepted if space allows. Capacity for this event is 150 participants.

### MOTION: Reimburse up to \$720 to Rosina for the rink rental fee

Motion: Alison Seto

Second: Brenda Brown

Approved

### Bike to School week

Date: June 1-5

\*Volunteers needed! See [PAC website](#)

### Carnival update

Date: June 5

Planning is underway for this year's Carnival, and Rosina will be leading the committee. Early cost estimates are around **\$7,800**, with a small contingency built in, similar to last year's event. The Amazon Wish List for prize items will be shared soon.

We're actively looking for:

- **Sponsors** (local businesses, services, gift cards, booth sponsors)
- **Prize donations** (toys, wine, small items for booths)
- **Food vendor coordinator**
- **Finance/ticket coordinator**
- **General volunteers** to help run games and activities

A Sign Up Genius link will be posted on the PAC website so parents can easily join the planning team or volunteer on the day of.

Note: Rosina will propose a budget soon.

\*Volunteers needed! (See [Sign Up Genius](#))

### **Family board game and bao**

Date: April 29

## **10. New business**

(nothing raised)

## **11. Volunteer opportunities**

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

## **12. Adjourn**

# TREASURER'S REPORT

Edith Cavell Elementary PAC Meeting  
18 November 2025



# AGENDA

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

# BANK BALANCES AS AT 18 NOVEMBER 2025

Account	Available Balance
Chequing account @ Nov 18, 2025	\$19,542.24
School PAC account (Direct Donations)	\$9,109.30
Gaming account @ Nov 18, 2025	\$6,455.05
<b>Total</b>	<b>\$35,106.59</b>
Uncashed cheques	\$0.00
Undeposited funds	\$1,192.00
Cash Float	\$293.10
Accounts Receivable	\$0.00
Accounts Payable (Known Amounts)	- 3,582.40
Walkathon Tech Fund included above	- 5,420.15
<b>Total</b>	<b>\$27,589.14</b>

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

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

Net profits from walkathon

# TOTAL FUNDS AVAILABLE & FUNDRAISING GOAL

18 NOVEMBER 2025

Total funds available	\$27,589.14
Gaming grant 2025/2026 (\$6,460)	RECEIVED
<b>Total funds available</b>	<b>\$27,589.14</b>
2025 - 2026 school budgeted programs remaining	-\$6,540.00
<b>Balance</b>	<b>\$21,049.14</b>
<i>Fundraising goal - Regular</i>	<i>\$35,000.00</i>
<i>Fundraising profits thus far</i>	<i>\$13,258.45</i>
<b><i>Fundraising still to be raised</i></b>	<b><i>\$21,741.55</i></b>

# YTD FUNDRAISER PROFITS

## 18 NOVEMBER 2025

Fundraiser	Month(s)	YTD Net Profits
Direct Donations	Sept to June	\$ -
Pizza Hot Lunch	TBD	\$ 1,544
Sun Oka Apple Fundraiser	October	\$ 1,190
Subway Hot Lunch	TBD	\$ 348
Foodie Kidz Hot Lunch	TBD	\$ 2,717
TruEarth	Oct & Feb	
Rain or Shine		
Purdy's	Dec	
Neufeld Farms	December	
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	
Walkathon	October	\$ 5,420
Spiritwear	Jan	
Stong's Market	Sept to June	\$ 818
Just Mulch	TBD	
Miso Taco	TBD	\$ 1,312
<b>TOTAL YTD</b>		<b>\$ 13,258</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 OWI
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
GRAND TOTAL		(\$27,660.00)	(\$29,916.07)	\$23,376.07	(\$6,540.00)

## 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)
<b>TOTAL</b>		<b>(\$22,200.00)</b>

Estimated Walkathon profits for 2025 were \$5,420.

The DPAC has been progressively concerned with the way that Parent and Student voices are being erased from VSB District Board Meetings. One way to combat this was to involve the BCCPAC. In the words of the DPAC Chair, “The resolution is a step toward better governance. It serves as a clear message that parents are united in requesting fair and democratic processes in parent engagement practices for the benefit of all students.”

Here is the resolution:

2025.16 Parent Engagement Practices for Inclusive Decision-Making (Ordinary Resolution)

Submitted by: SD39 DPAC (Vancouver)

Be it resolved that BCCPAC:

- 1 Consult with PAC/DPACs across the province to develop recommended practices for districts to ensure parent involvement in decision-making processes.

- 2 Advocate to the Ministry of Education and Child Care to implement a policy statement on practices for districts to ensure consistent and equitable parent engagement across the province.

Proposer's Positioning Statement: Parents are essential stakeholders in BC's public education system, playing a vital role in shaping policies, programs, and decisions that impact student success. The BC School Act and Order in Council 1280/89 recognizes parents as partners in education, with Parent Advisory Councils and District Parent Advisory Councils serving as key structures for engagement. However, parental engagement varies across districts. Some have clear processes, while others provide limited or inconsistent consultation opportunities. This disparity creates inequities in how parents can influence decisions that affect students and school communities. Districts with poor engagement processes risk excluding marginalized families, including those with low incomes, limited digital access, language barriers, or caregiving responsibilities, like caring for children with disabilities.

The Minister of Education and Child Care's recent mandate letter directs the Minister to "build relationships with parents... and advocates to ensure that government policy is responsive to the concerns and interests of these groups." However, without clear guidelines, districts are not required to implement structured, transparent consultation processes.

To promote fairness and consistency, we ask BCCPAC to advocate for parent engagement guidelines across the province ensuring all districts provide opportunities such as:

- 1 Clear district processes and contacts for parents to ask questions and receive information outside of board meetings.

- 2 Transparent publication of all Board meeting dates, including private and advisory committee meetings, with at least a week's notice.

- 3 Opportunities for parents to contribute to Board agenda-setting.

In-person and online access for parents to participate as stakeholders in all public meetings, with opportunities to ask questions and present.



School Board Trustee Jennifer Reddy recently posted about the current ABC majority board's anti-democratic practices. Example:

- Parents are only given 1 day to request to speak to put items on the agenda, Trustees have 4 weeks to add to the agenda

- Speaking at a board meeting has now been limited to only once per term

Trustee Reddy suggested that concerned parents should show up to the next Board Meeting at the VSB offices on Nov 26<sup>th</sup> at 7pm.

Another complex issue the DPAC Facilities Working Group is tackling at the moment is the possible sale of Carleton Elementary – which is the oldest school in Vancouver. It was founded in 1896 but has been closed since a fire in 2016. To read the documents from DPAC follow this link:

<https://media.vsb.bc.ca/media/Default/medialib/open-facilities-planning-agenda-2025-nov-5.4b8ae784907.pdf#page=75>

There was a presentation that may interest parents at the most recent DPAC General Meeting.

**Presentation: Cathy McMillan from Dyslexia BC**

**“Navigating the New K-12 Literacy Supports”**

Follow this link to read through the presentation :

<https://docs.google.com/document/d/19pq64KKxIV3JtOLpu7B-tfDatLcvqQX/edit?usp=sharing&ouid=105206704753064561427&rtpof=true&sd=true>

# EDITH CAVELL PAC MEETING

SOCIAL COMMITTEE REPORT  
TUESDAY NOV 18<sup>TH</sup>, 2025 7PM



# NEW YEAR FAMILY SKATE

**JAN 3, 2026, 9-11AM**

Ice Rental \$224

Staff & Skate Rental (150 pair skates) \$445.36

Event Insurance \$15

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\$4 per person or \$12 per family (2 adults + 2 kids), with an optional \$4 skate rental fee.

**Registration Deadline: Dec.12**

Hot chocolate and coffee will be available by donation.

Less than the regular public skate admission (\$8/adult and \$5/child plus \$4 skate rental), and a great way to start the new year together as a community.



Edith Cavell Elementary PAC Presents

## New Year Family Skate

Kick off 2026 with some fun on the ice! Join us for a Family Skate. Bring your mittens, smiles, and family spirit — let's glide into the new year together!

 **Sat. Jan 3, 2026**

 **Hillcrest Rink**  
4575 Clancy Loranger Way

GET YOUR  
TICKETS NOW



- ❖ \$4 per person or \$12 per family (2 adults, 2 kids)
- ❖ Skate rentals available for \$4
- ❖ Hot chocolate and coffee will be available by donation



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## BIKE TO SCHOOL WEEK (JUNE 1-5)

Bike to School Week is back for its 3rd year at Cavell  
Walk Bike Roll Mini Grant awarded \$500

### **Bike to School Week Planning Committee**

- Event Coordinator (Lead)
- Communications & Promotion Lead
- Tracking & Prizes Coordinator
- Safety & Route Coordinator
- Volunteer & Activity Coordinator
- Student Committee

Full event details and committee role descriptions on [PAC website](#)



## 2026 CAVELL CARNIVAL

Estimated Budget

Concession: \$1,340

Entertainment: \$1,370

Games: \$1,875

Inflatable Rental: \$3,000

Admin, Infrastructure & Misc.: \$300

Total: \$7,885

Contingency (15%): \$985

**Total: \$8,870**

Expected Donation: \$2,315

**Total Budgeted Expense: \$6,555**

# 2026 CAVELL CARNIVAL

## **Sponsorship**

Cooperate Sponsorship

Actives Booth Sponsorship

## **Prize Donation**

[Amazon Wish List](#)

We are looking for items such as:

Gently used toys

Unopened cans or non-perishable food items

Bottles of wine

Jars of pickles or preserves

Any other fun or useful items you think could be a prize at the carnival

# 2026 CAVELL CARNIVAL PLANNING COMMITTEE

Concession

Alison S.

Rental

Robyn

Communication & Promotion

Stacey W.

Entertainment

Jessica J. , Stephina D.

**Food Vendor Coordinator**

**Finance & Ticket Coordinator**

A/V

Chris L.

Electrical

Romina

Volunteer Coordinator

Emma V.

Logistic & Setup

Rosina M.

Games

Sharan S.

Jan 3	New Year Family Skate
Feb 20	Family Dance with DJ Rock 'n' Beau
April 29 & 30	Family Board Game and Bao
June 1-5	Bike to School Week
June 5	Cavell Carnival

# 2026 UPCOMING EVENTS