

# Cameron Elementary Parent Advisory Council (PAC)

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The Cameron PAC recognizes that we are on the ancestral and unceded homelands of the hən̓q̓əmi̓nəm̓ (Halkomelem) and Skwxwú7mesh (Squamish) speaking peoples. We are grateful to be on this territory.

## Cameron PAC Meeting Minutes

<b>Date, Time, Location:</b>		Thursday Oct 17, 2024, 7:00pm, Cameron School Library	
<b>Attendees:</b>	Pooneh Mirzaei	Rami Touffaha	Mike Nielsen
Hajira Insafi	Robert Guwick	Sean Gaster	Neda Kazemikhaledi
Nima Shirwa	Luis Landaure	Leila Marghi	Rochelle Herron
Camilo Restrepo	Yoanna Daykova	Leanne Bentley	Salomeh Pourhasam

1. Call to order: 7:00 pm
2. Welcome, Land Acknowledgement and introductions
3. Adoption of minutes from Sept 19, 2024 meeting: **Motioned by: Robert Guwick**  
**Seconded by: Hajira Insafi**

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Item	Topic	Discussion	Action Required
4. Reports and Updates			
4.1	Principal's report	<ol style="list-style-type: none"> <li>1. <b>Staffing</b> Our teacher librarian Ms. Good has left for another school, we will miss her hard work and dedication to our students. Ms Metcalfe will be taking over as our new teacher librarian, she joins our school with a wealth of knowledge and experience. Teacher Ms Larsen is now providing NIS (non-instructional time) for teachers, giving students the opportunity to partake in music and physical education classes.</li> <li>2. <b>Great BC Shakeout</b> Earthquake drill was a great success, some younger students had some reservations about the experience. This is why this event is held annually, it helps them break through any anxiety they may have about earthquakes and the procedures for dealing with them when they happen.</li> <li>3. <b>New Student Registration</b> The school is receiving a new registrant on a daily basis. As the limit is met, any new registrants are being sent to Stoney Creek Elementary. We are grateful to have another school close by as it doesn't cause too much inconvenience to families.</li> <li>4. <b>New School Build</b> An architectural firm has been hired by the district to start the planning process for the new school. More details will be provided as the plans are implemented.</li> <li>5. <b>New Portables</b> Still waiting on permits and approvals from the City of Burnaby.</li> <li>6. <b>Facilities</b> Whiteboards have recently been installed into classrooms for student/teacher use, along with other small projects to maintain the facility.</li> <li>7. <b>Fencing/Play Space</b></li> </ol>	<p><b>Action:</b> Principal Gaster to inquire with RCMP about monitoring Erickson Dr &amp; Bartlett Court for speeding at school dismissal time, as concerned parents have brought this matter to attention.</p>

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		<p>A request for a quote has been put out for building a new fence at the front of the school. The main goal for this project is to provide a safe and secure area for kids to play, as well as possibly adding some play structures when funds become available.</p> <p><b>8. Superintendent Visit</b> Burnaby School District's new Superintendent, Karim Hachlaf, will be making a visit to Cameron Elementary in November, this is a great opportunity for our PAC to be present for the meet and greet.</p> <p><b>9. Terry Fox Fundraiser</b> The fundraising efforts from the Terry Fox run were a huge success, but not quite enough to duct tape Principal Gaster to the wall. However, other teachers were duct taped to the wall in the gym for reaching the fundraising goals, and it was a fun event that the students enjoyed watching.</p> <p><b>10. Whistler Ski Trip</b> Grade 6 &amp; 7 students were sent home with a survey about a potential ski trip to Whistler. The cost for value is tremendous for this activity and it is a great way for kids to explore the outdoors and learn a new sport. The school will subsidize a portion of the cost for any families who find it cost prohibitive.</p> <p><b>11. Staff Meetings</b> Staff are meeting regularly in various groups/committees and finding new ways to collaborate on age-appropriate learning, including specific topics such as Indigenous Education.</p> <p><b>12. Choir</b> Outstanding growth in the school choir this year, there are now 70 members in the choir. A special thanks to volunteers who are helping with this unprecedented growth.</p> <p><b>13. Clubs</b> Volleyball clubs have started and other sports clubs will follow soon. Leadership</p>	
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		<p>club has opened to students from grades 3-7 and has also seen new interest and growth.</p> <p><b>14. Foundation Skills Assessments (FSA)</b> FSA's have started and students in grades 4 &amp; 7 are being asked to participate.</p>	
4.2	Treasurer report	<p>Closing balances (As of October 17, 2024):</p> <ol style="list-style-type: none"> <li>1. BMO (Fundraising/Operating) \$ 4,791.28</li> <li>2. GVCU (Gaming) \$ 11,061.83</li> </ol> <ul style="list-style-type: none"> <li>• Gaming grant received: \$10,440</li> <li>• RBC Grant of \$1,500 was received last June through a volunteer program run by RBC             <ul style="list-style-type: none"> <li>○ Purchases scheduled for painting drying rack, musical instruments, craft supplies</li> </ul> </li> </ul>	<p><b>Action:</b> Update teacher's wishlist by removing any items purchased or no longer needed. Prepare a poll for teachers, inquiring whether any new wishlist items need to be added.</p>
4.3	Social Coordinator report	<ol style="list-style-type: none"> <li>1. Martial Arts &amp; Movie Night Event will be split up into 2 separate events.             <ol style="list-style-type: none"> <li>a. Excel Martial Arts is only offering lunchtime sessions over a period of 8 weeks. Council is still looking at the logistics of offering this event as it requires a large number of volunteers.</li> <li>b. Movie Night will be planned for the new year, likely in January. A license is required to show movies at the school and since it is a yearly license, Council will budget for this added expense for the new year and will have use of the license for the entirety of 2025.</li> </ol> </li> <li>2. <b>PAC is always in need of parent volunteers when running social and fundraising events. If you are a parent who is willing and able to volunteer some time to help, we would greatly appreciate it.</b></li> </ol>	<p><b>Action:</b> Inquire into obtaining appropriate license for Movie Night Event. Plan for Movie Night in the new year (January 2025).</p>

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		<ul style="list-style-type: none"> <li>a. There is a link on the Cameron PAC website for “Volunteer”, please fill in your name, email, and number and submit.</li> <li>b. <a href="#">Volunteer   Cameron PAC</a></li> <li>c. Fantastic way to meet other parents and help the school community.</li> </ul>	
4.4	Fundraising report	<ul style="list-style-type: none"> <li>1. 50/50 raffle Winner provided a donation of <b>\$200</b> back to the PAC - Thank you Terence!</li> <li>2. Chapters Indigo Adopt a School Fundraiser was a huge success! Chapters Indigo Metrotown, our partner store, helped us raise <b>\$2,870</b> for the purchase of <b>books</b> for our school library.</li> <li>3. Upcoming fundraisers:             <ul style="list-style-type: none"> <li>a. Apple Fundraiser - PAC is excited to try out this tasty and healthy fundraiser for the first time in partnership with Sun-Oka                 <ul style="list-style-type: none"> <li>i. Sun-Oka is an Okanagan orchard providing high quality farm fresh apples (Ambrosia &amp; Honeycrisp)</li> <li>ii. Place your orders starting October 25th - more details to follow by email &amp; social media</li> </ul> </li> <li>b. Purdy’s Chocolates - who doesn’t love a tasty chocolate, especially around the holidays as they also make for a great gift. PAC will bring the Purdy’s Fundraiser back this year and we hope for your support again to make it a success.</li> </ul> </li> </ul>	<p><b>Action:</b> Set up ordering/pick up dates for Apple Fundraiser, email information out.</p> <p>Yoanna is taking on the role of Fundraising Coordinator but expressed interest in having another person join her efforts. Any member who would like to help can reach out to Yoanna at <a href="mailto:cameronfundraising.pac@gmail.com">cameronfundraising.pac@gmail.com</a> or attend one of the PAC meetings in person to express interest.</p> <p>Yoanna to bring 5 fundraising ideas to the next meeting (Nov 21) for a vote on which ones to run in 2025.</p>

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4.5	DPAC report	<ol style="list-style-type: none"> <li>1. Representative from our PAC is needed to attend meetings - held monthly at Burnaby Central Secondary School</li> <li>2. BCCPAC (BC Confederation of Parent Advisory Councils) membership has been submitted, our PAC is now able to vote in the 2025 AGM.</li> </ol>	<p><b>Action:</b> Rochelle has expressed interest in filling DPAC Coordinator role, accept into position at next meeting (Nov 21).</p>
4.6	Special Projects	<ol style="list-style-type: none"> <li>1.</li> </ol>	
4.7	Communications	<ol style="list-style-type: none"> <li>1. Newsletter contributions               <ol style="list-style-type: none"> <li>a. The first edition of the school's newsletter was sent out for October, we would like to thank the school for including some PAC news along with school news!</li> </ol> </li> <li>2. Actively post to FB Cameron Parents Group</li> <li>3. Look into using a Mobile App for communication - in collaboration with the school</li> </ol> <p style="text-align: center;"><b>A call to all parents/guardians, please join our FaceBook Group for up-to-date information about our school events &amp; programs. It is a safe and open space to ask questions and get help from the school community.</b></p> <p style="text-align: center;"><a href="#"><u>Cameron Elementary Parents Group   Facebook</u></a></p>	<p><b>Action:</b> Rochelle has expressed interest in filling the Communications Coordinator role, accept into position at next meeting (Nov 21).</p> <p>Gather ideas for Did You Know series of posts on social media. Brainstorming session at next meeting, come with ideas!</p> <p><b>Update elected members contact info, including PAC email addresses.</b></p>
4.8	Emergency Preparedness	<ol style="list-style-type: none"> <li>1. Restocking of our emergency bins and backpacks will take place in October/November 2024.</li> <li>2. A standard list of items to be included in the emergency bins is provided by the district.</li> <li>3. Key for the outdoor emergency bin is kept with Vice Principal Mr Nielsen.</li> </ol>	<p><b>Action:</b> Ramya has expressed interest in providing support in the Emergency Preparedness Coordinator position. Elect Ramya as co-coordinator at next meeting (Nov 21).</p> <p>Nargis and Ramya (with help if needed) to complete restocking of</p>

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			bins and backpacks in each class, as well as take inventory and restock water in the outside bin.
4.9	Correspondence		
4.10	Business arising from past minutes		
4.10a		The PAC is growing! Thank you to those who attended the last meeting, we had a great turnout and met new parents/guardians.	<b>Action:</b> Jesse to follow up with code of conduct forms for all executive members to sign.
4.10b		PAC bulletin board updated with relevant information - ongoing, will complete once executive positions are filled.	<b>Action:</b> Rami and Jesse to organize email addresses and provide information to members in each executive position.
4.10c		Discussion of whether future PAC meetings can be held in person but with a zoom link for those who are unable to be there.	<b>Action:</b> Sean to look into the audio/video set up in order to make this possible.
4.11	New Business		
4.11a		<p>Teacher Consumables - set for \$100 per division and \$50 for non-enrolling staff.</p> <p>Council will further look into freeing up funds to increase the teacher consumables to \$150 per division. Discussion and planning forthcoming.</p>	<p><b>Motion:</b> A motion was made by Secretary Rami Touffaha to amend the 2024/25 budget and increase the teacher consumables from \$2,300 to \$2,700. The motion was moved and seconded. <b>CARRIED</b></p> <p><b>Action:</b> Adjust 2024/25 budget to correspond to the above motion's passing.</p>

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4.11b		<p>Pancake Breakfast - this upcoming fun social event is organized by the PAC. It is also funded by the PAC with help from the Feeding Futures Program at the school.</p> <p>We will need some volunteers to help with this event, a notice will be posted/emailed once the planning is complete.</p>	<p><b>Action:</b> Hajira assigned as lead for Pancake Breakfast, help from Stefanie and Leanne with planning and organizing.</p>
4.11c			

Cameron Elementary PAC Website: <https://cameronprojectspac.wixsite.com/cameron-elementary>



QR link to PAC website

5. Meeting adjourned \_\_\_8:47\_\_\_ pm

## **PAC Executive 2024-2025**

Chair	Jesse Corrigan
Vice Chair	Vacant
Secretary	Rami Touffaha
Treasurer	Robert (and Carla) Guwick
Fundraising	Yoanna Daykova
Social Coordinator	Hajira Insafi
DPAC Liaison	Vacant



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Emergency Preparedness

Nargis Andish

Special Projects

Melissa Wilson

**Communication Coordinator**

**Vacant**

Member at Large

Leila Marghi, Nakoa Falconer, Nima Shirwa, Ramya Gajula, Rochelle Herron, Leanne Bentley

K	Gr.1	Gr.2	Gr.3	Gr.4	Gr.5	Gr.6	Gr.7	Total
4	1	3	3	1	1	4	4	21

Parent representation by Grade Level (Min 2 / year needed)

PAC Meetings this year:

Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
49	47	21	None	16	20	None	17	15 (AGM)	19 (year end)