Sir Wilfrid Laurier Elementary School

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Sir Wilfrid Laurier Elementary School
Minutes of Parent Advisory Council (PAC) Meeting

Date: October 22, 2025 (Wednesday) **Venue**: Laurier library

Present:

Ms. Geri Gruft (Principal)
Rahul Aggarwal (PAC chair)
Margaret Lung (Co-Treasurer)
Jessica Liu (Social Media/Website)
Carolyn Yeung (Past Secretary)
Adrienne Truchi (Laurier Teacher)
Summer Chatagwe
Debra Locke
Jue Wang
Q. Zhou
David Julien
Alejandra (Alex) Julien
Sella Ng
Alan Lam
Nathan Cheng
Agnes Mwambodze
Rofie Tu

The meeting was called to order by Rahul Aggarwal at 6:32pm.

	Agenda Item		Details	Action Item
1	Welcome, Land Acknowledgment	Debra	"With deep gratitude and respect, we are honoured to be learning and unlearning on the ancestral and unceded lands of the xʷməθkʷəy̓əm (Musqueam), Sḵwxwú7mesh Úxwumixw (Squamish Nation) & səlilwətaɬ (Tsleil-Waututh Nation)." Brief round of introductions.	
2	Approval of meeting agenda, last meeting minutes	Rahul	Motion to approve meeting agenda and last meeting minutes. Moved by Rahul, seconded by Carolyn. Motion carried.	Agenda approved. Minutes approved.
3	Principal's update	Ms. Geri	Principal's update: 1) School updates a) enrollment is currently stable at 405 students. Ms. Shannon Brodie has joined the staff, on Mon and Tues mornings. b) Safety week was successful – Lock down drill, Fire drill and Earthquake drills were done. Some K parents involved in practicing reunification aspect of earthquake drill.	

			c) Soil has been ordered – preparing garden boxes for Fall/Winter. 2) Instructional focus: a) School plan continues on goals from last year, with focus on literacy, Indigenous education, and numeracy. b) Laurier is part of a Professional learning community focusing on numeracy and literacy c) Grade 4 and 7 are working through the FSA. These will be completed by Oct 31. 3) Events and Activities a) Green Thumb Theatre – presented a play with a mental health team, to Grades 2-7 classes. Themes of acceptance and inclusion. b) Classes will be dismissed at 2pm on Oct 29 and 30 for Goal-setting conferences c) Oct 31 – there will be a costume parade, "Pumpkin Walk" around the perimeter of the school so students can show their costumes to the rest of the school. Parents are welcome to attend. Reminder for parents to take photos of their child(ren) only. d) Nov 10 – Remembrance Day ceremony. Parents are not able to attend due to capacity limits in the gym. 4) Budget and Resources a) School has applied for the Walk/Bike/Roll grant. b) Teachers are working with their classes to display students' artwork, and are looking at putting together a calendar of students' artwork – to be organized by the staff. c) Review PAC purchase request list – later in the meeting.	
4	Treasurer update	Margaret	Treasurer's update 1) HL – estimated profit approx. $2300 based on pre-orders, though figures will change for Fantuan orders and fieldtrip cancellations. 2) First Aid Kit fundraiser – Thank you to Summer for organizing this. $670 as of Oct 18/2025; [most recent update is $1272 funds raised]. 3) Pedalheads code - $325 came in from the referral code. 4) Craft fair – table rentals are still coming in	$100 from Orange T-shirt sales will be donated to the Orange Shirt Society on behalf of the PAC. **Approved motions:**

			5) Orange T-shirt sales – **profits will be donated to Orange Shirt Society ($94.61, rounded up to $100)** 6) Expenditures - there were a couple of expenses approved in 2024-2025, paid out this year: a) $2502 for school jerseys – for all school teams. b) $904 – balance remaining for the basketball hoop outside South building. c) $679 – portion of classroom funding advanced to the school 7) Purchase requests from the school: a) Request to increase classroom funding to $350/FTE, i.e. for art supplies, printing costs, books b) $500 for garden program, i.e. seeds, soil, bulbs, tools c) $500 to SOAR committee, for SOAR fun day activities, popcorn party d) iPads x 2 per classroom – to help w/ differentiated learning. Purchases need to come from VSB. i) Questions re: possible Chromebook options, iPad vs. Chromebook? ii) Are there apps that specifically require iPads? iii) What are the specific needs that teachers are needing? e) Projectors x 2 for Library and Music room – both projectors are at their end-of-life. Expected cost approx. $1300 x 2 = $2600 total f) Performances x 2, approx. $1000 each x 2 = $2000 total. (Green Thumb Theatre performance was paid for by the school.) g) Decodable home reading books for emerging and beginning readers, approx. $2000 i) Works on explicit instruction in phonics; Phonemic abilities, Fluency/repetition, vocabulary, comprehension 8) Rahul moved to **increase classroom funds from $300/FTE to $350/FTE**, seconded by Summer. **Approved**. 9) Rahul moved to spend **$500 on garden expenses**, seconded by Margaret. **Approved**. 10) Rahul moved to allot **$500 to the SOAR committee**. Ms. Geri advised that there are still some funds remaining from last year's contribution of $1000 to the SOAR committee. Margaret requested for the	Increase classroom funds from $300/FTE to $350/FTE. $500 for garden expenses. $1300 for 1 projector. $2000 for 2 performances ($1000 each) $2000 for decodable home reading books.

			PAC to table this to a future meeting. **Motion was not voted on, did not pass.** 11) Regarding the **iPads/computers/tablets** – it is expected that the cost would be approx. $15000 for a total of 30 tablets (15 tablets x 2 for all divisions except kindergarten). **It was decided to defer this decision to a future meeting due to questions raised above.** PAC will come up with a list of questions to present to Ms. Geri, who will then find out the appropriate answers and respond to PAC questions. 12) Rahul moved to fund **2 projectors at $1300 each, for a total of $2600**. Seconded by Summer. **Approved.** a) *After further discussion regarding spreading out the timing of distribution of funds, another motion was moved by Carolyn to **revise the above approved motion to $1300 for 1 projector, and hold the funds for a 2nd projector for now.** This motion was seconded by Rahul. **Approved**. 13) Margaret moved to fund **2 performances, at $1000 each, for a total of $2000.** Seconded by Rahul. **Approved**. 14) Rahul moved to fund **Decodable home reading books at approximately $2000.** Seconded by Agnes. **Approved**.	
5	PAC Programs, Events & Fundraising	Rahul	1) Hot lunch – trying to promote through PAC communication channels. This can be a team effort. If there are any Hot Lunch concerns, parents can send an email to Laurier Hot Lunch team, or the Laurier PAC. 2) Emergency/Earthquake kit fundraiser (Summer) – As discussed above. 3) Bazaar and Craft Fair (Debra) – a) We currently have registrations for approximately 20 tables. Deadline for table rentals is Oct 31. b) Vendors can come around 2:30pm to set-up. c) We will have door-prizes, with draw around 4pm (gift cards from Save-on, Safeway, Superstore). d) Bake sale items are OK, Food safe certified individuals will be on-site.	

			e) It is expected that students should be supervised while attending the craft fair, i.e. should not be left unattended. 4) Purdy's - orders close on Nov 3, with plan to pick-up at the Craft Fair. 5) Pre-loved Spirit Wear - not many donations to date.	
6	Other business	Rahul	1) Is there a (physical) hub for Parent/PAC information? a) Geri has seen this done at other schools and will look into this. She can provide photos of what other schools do re: bulletin board, notice board, etc. This would need to be installed by VSB. b) We also have PAC emails and our Whatsapp Laurier community - trying to make more use of this. PAC information is also available on the PAC website. 2) For in-person PAC meetings, our notice to parents should clarify which door to use, as the front door was locked today.	Geri will check regarding bulletin board options/ideas.

Motion to end the meeting was moved by Margaret, seconded by Rahul. Motion carried. Meeting was adjourned at 7:52pm.

Next Meeting: November 19, 2025 (Wednesday) at 6:30pm, virtually via Google Meets.