



**Sir Wilfrid Laurier Elementary School**

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

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**Date:** January 26, 2022 (Wednesday)

**Venue:** Zoom meeting

**Present:**

Armin Samiel (School Principal)	Eva Seo
Bill Martin (Co-Chair)	Ivy Ding
David Shih (Co-Chair)	Juliana Lima
Anita Parkinson (Treasurer)	Karen Lam
Cameron Clow (DPAC representative)	Kelly
Carolyn Yeung (Secretary)	Koon Chan
Natasha Burke (Communications coordinator)	Martin Esnaola
Ping Zhao (Hot lunch coordinator)	Michael Sun
Katy Won (Hot lunch team)	Ming
Winola Chu (Hot lunch team)	Nicolas Daroch
Aly	Sandra Khella
Andrew Yung	Sayuri Misono
Angela	Wei Li (Vivian)

The meeting was called to order by Bill Martin at 6:40pm.

#	Agenda Item	Executive	Details	Action Item
1	Welcome, Land Acknowledgment	Cameron	<p>"I would like to acknowledge that we are gathered on the traditional, ancestral and unceded territory of the Coast Salish peoples—Sḵw̓x̓wú7mesh (Squamish), Stó:lō and Səl̓ílwətaʔ/Selilwitulh (Tsleil-Waututh) and xʷməθkʷəy̓əm (Musqueam) Nations."</p> <p>Brief round of introductions for all participants.</p>	
2	Approval of <a href="#">meeting agenda</a>	Bill	Moved by Bill, seconded by David. Agenda approved.	
3	Approval of <a href="#">last meeting minutes</a>	Bill	Moved by Bill, seconded by Winola. Minutes approved. Minutes and agenda adopted.	

4	Principal's Report	Armin	<ol style="list-style-type: none"> <li>1) Slideshow of classroom door challenge from Christmas.</li> <li>2) During the 2nd Wednesday of Christmas break - VSB had a review of health and safety protocols and guidelines. We have continued to reinforce the guidelines at Laurier that have been implemented throughout the year, i.e. sanitizing, washing hands, wearing a mask, designated entry/exit doors, avoiding crowds, ventilation starting at 7am, open windows, limiting visitors to the school, reminding families about guidelines, etc.</li> <li>3) If children are sick, they should be staying home. If a child gets sick at school, they get sent to the nurse's room for assessment.</li> <li>4) 1st week of school was closed for the majority of students but open to special needs and children of essential workers. There were very few students that week. There were meetings with the teachers, and discussion re: safety plans, and reviewing guidelines.</li> <li>5) What may happen if we have a school closure: <ol style="list-style-type: none"> <li>a) health closure - decision made by Vancouver Coastal Health and health officers in collaboration with the school, if there is an outbreak within the school, or individual class(es).</li> <li>b) functional closure - decision is made by the district, i.e. if there is a high number of absences amongst staff, and the district is able to get enough substitute teachers, such that the safety of the children is compromised, the school may have to undergo a functional closure and notice would go out to parents ASAP. School would still be "open" in case students show up, and also for special needs students.</li> </ol> </li> <li>6) During week 1, some students stayed home because the parents were worried, and took a "wait and see" approach. Currently, there is not a lot of difference in the absence rate compared with before the winter break.</li> <li>7) At 9:30am, the school records the student attendance. If a child is ill or excused by parents, this is entered. If the child is ill with COVID, the school appreciates this information (although it is voluntary) so we can keep track of the attendance; this information will be kept confidential. There is someone at the district</li> </ol>	
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			<p>that looks at the pattern of attendance of students and staff on a daily basis.</p> <p>8) Updated COVID guidelines have been sent out to familie. They have been updated several times. The notice sent out on Jan 20, 2022 at 6pm is currently the most updated recommendation.</p> <p>9) If you are unsure about the guidelines, or if you need guidance on when your child may return to school, please check the BCCDC website, call your family doctor or call 811.</p> <p>10) The school will receive rapid test kits designated for staff members. Each staff member will receive 2 kits which they can use if needed.</p> <ul style="list-style-type: none"> <li>- Q&amp;A:</li> <li>- Functional closure - the threshold is set by the district. It depends on the number of substitute teachers available, and will be on a “case by case” basis. Usually we would know in the morning, after staff have called in to report absences, and the call out of substitutes has been made. If there are not enough staff to safely operate, then the parents will be notified.</li> <li>- It is voluntary for families to share why their child is sick; however, it would be helpful to share with the school the nature of the illness, so that it can be monitored within the school.</li> <li>- There is no word yet on rapid test kits going out to the students.</li> <li>- Kindergarten registration - so far, there are 2 full classes for kindergarten. Some are siblings of children in choice programs. We will most likely have 14 divisions for 2022-2023. Families will likely find out in Feb/March.</li> <li>- Ms. Patricia Lee will be leaving Laurier, after 15 years at the school, taking another position in the VSB. She will be missed. Ms. Ayers, who was the Grade 3/4 teacher last year, will take over her position as a permanent staff member at Laurier (she will work every day except Monday and Thursday AM.)</li> </ul>	
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5	<a href="#">Treasurer's Report</a>	Anita	<ol style="list-style-type: none"> <li>1) Today's report is up to the end of Dec 31, 2021:</li> <li>2) Vicky completed food safe training for hot lunch volunteers.</li> <li>3) There was 1 T-shirt sale.</li> <li>4) Direct Appeal campaign - \$150 was donated, other donations were made online, and we have had more donations since the end of the year.</li> <li>5) One online donation of \$250 was made towards a memorial bench for Ms. Golby - this project is still under discussion.</li> <li>6) The estimated profit from Term 2 hot lunch is approximately \$3800.</li> <li>7) Our Winter Purdy's fundraiser had a profit of ~\$1222.</li> <li>8) \$3480 was paid for the 2nd installment of Earthbites.</li> <li>9) We had 1 missed day of hot lunch on Jan 6, 2022.</li> <li>10) Since Dec 31, 2021, we have received \$250 in physical donations, and \$850 in online donations through the Direct Appeal campaign.</li> <li>11) Payment has been made to the Term 1 hot lunch vendor.</li> <li>12) Hot lunch credits from March 2020 dropped from \$7000 to \$1500.</li> <li>13) Our revenue is approximately \$5-6k over budget with our anticipated hot lunch income. There was no hot lunch income in the original budget. This means our \$10k deficit is shrinking.</li> <li>14) Question - is there are budget for the bench for Ms. Golby. We are still in discussions about what we want to do to honour Laurier's former principal. A bench is an idea that came up, but there are a few options that we will bring up to the PAC. The PAC is open to other ideas as well.</li> <li>15) Question - Kudo board for Ms. Golby's family - there is no deadline yet, possibly before March Break. It may help to spread the word to Churchill as many students who knew Ms. Golby have graduated from Laurier already.</li> </ol>	<p>Bill to discuss with Armin regarding options to honour Ms. Golby. We can discuss options at the next PAC meeting as well.</p> <p>Anita to provide a deadline for posting on the Kudo board, and also send a note to Churchill PAC to spread the word.</p>
6	PAC programs	Bill, Ping, Anita	<ol style="list-style-type: none"> <li>1) DPAC update - Cameron was unable to stay on the call. He will provide a DPAC report which will be posted on the PAC website, perhaps after the next DPAC meeting later this week. <ol style="list-style-type: none"> <li>a) During an extra January 10, 2022 meeting, there were a number of questions for the VSB and Vancouver Coastal Health from parents and PACs about COVID policies and procedures.</li> </ol> </li> </ol>	<p>Cameron will provide a DPAC report which will be posted to the PAC website.</p> <p>Cameron will make the DPAC Q&amp;A available to Laurier</p>

			<p>DPAC is awaiting answers. These answers will be made available to Laurier PAC when we receive the responses.</p> <p>2) Hot lunch update (Ping) - we expanded Hot Lunch this term with 3 vendors. We have received ~165 orders so far. The most popular vendor is Boston Pizza. There is a policy for cancellation: if a child is away for longer than 1 week or able to confirm the dates they will be away, the hot lunch team will try to issue credits to those families. So far, credit has been issued to 6 families. The revenue for Term 2 will be variable depending on the final amount of credits issued.</p> <p>a) New families - we opened up the hot lunch ordering to these new families.</p> <p>3) Classroom funding - This is almost ready to be distributed to the teachers.</p>	<p>parents when this comes in from DPAC.</p> <p>Anita to confirm with Ms. Horne regarding getting classroom funding out to the teachers.</p>
7	<a href="#">Fundraising</a>	Bill, Martin, David	<p>1) The Direct Appeal campaign will be open until the end of the month.</p> <p>2) We will be doing a Purdy's spring/Easter fundraiser.</p> <p>3) Fundraising opportunity - spearheaded by Martin, and David. A fun community activity via online auction. Participants can donate items, and also bid on items. Once you put in a bid, you will be prompted to set up an account. It will send you a notification if you win the bid. Exchange of items can be done between the buyer and seller directly, or PAC could help to coordinate the exchange.</p> <p>a) 1st step would be to make a call for donations, perhaps make a deadline for donations. End date possibly end of February.</p> <p>b) We will make the link available on the PAC website, and this can be sent out with the next newsletter. There is a link to a Google form to complete for submission of donated items to auction.</p> <p>c) If you make a gift basket, put a fair market price on it when you fill out the form.</p> <p>4) Online or other community events:</p> <p>a) Online games night over Zoom. Ideas:</p> <p>i) Go noodle,</p> <p>ii) Among Us.</p> <p>iii) scavenger hunt</p> <p>iv) other online board games?</p> <p>b) Neighbourhood cleanup event.</p>	<p>Martin/David - will post Google form for item submissions with the next newsletter and also on the PAC website.</p> <p>Put out a call to the PAC community for ideas with the next newsletter.</p>

			<ul style="list-style-type: none"> <li>i) maybe in the Spring</li> <li>c) Drive-by parade for our staff. <ul style="list-style-type: none"> <li>i) Perhaps when the weather improves</li> </ul> </li> <li>d) Virtual tour of Cameron's neon sign studio.</li> <li>e) Photo submissions for Lunar New Year, or over the holidays.</li> </ul>	
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Motion to end the meeting was moved by Bill, seconded by David. Meeting was adjourned at 8:20pm

Next Meeting

The next PAC meeting will be held on **Wednesday, February 16, 2022 @ 6:30pm** on Zoom.