



Sir Wilfrid Laurier Elementary School

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

Date: November 21, 2023 (Tuesday)

Venue: Zoom meeting

Present:

Geri Gruft (Principal)
Bill Martin (Co-Chair)
Michael Chang (Co-Chair)
Carolyn Yeung (Secretary)
Margaret Lung (DPAC representative)
Natasha Burke (Treasurer)

Cathy Wong (Event Coordinator)
Debra Locke (Event Coordinator)
Martin Esnaola
Abimbola Okonkwo
Jimmy Lee
Kelly Huang

The meeting was called to order by Bill Martin at 6:33pm

	Agenda Item	Executive	Details	Action Item
1	Welcome, Land Acknowledgment	Bill	I would like to acknowledge that we are gathered on the traditional, ancestral and unceded territory of the Coast Salish peoples – Skwxwú7mesh (Squamish), Səlilwətaʔ/Selilwitulh (TsleilWaututh) and xʷməθkʷəy̓əm (Musqueam) Nations. Brief round of introductions.	
2	Approval of meeting agenda	Bill	Moved by Bill, seconded by Tasha. Motion carried.	Agenda approved.
3	Approval of last meeting minutes	Bill	Moved by Bill, seconded by Tasha. Motion carried.	Minutes approved.

4	Principal's Report	Geri	<p>Principal's Report.</p> <ol style="list-style-type: none"> 1) Winter concert - Friday Dec 8 AM- will include primary students and intermediate choir only. Tickets will be available for 1 or both concerts. 50% will go to the Food Bank and 50% will go towards Ms. Chung's music program. Details to come. 2) We will have a Spring concert later in the year which will include intermediate students. 3) School Liaison Officer - (SLO program) - specific training to work in schools. 4) If school/PAC is having an event, the presence of our SLO needs to be approved by Ms. Geri, and their presence would be made known beforehand. <ol style="list-style-type: none"> a) SLO would come to the school if there is a safety presentation. b) SLO Josh Chen came by to the school once so far, c) The program is new, and the official start date is ~end of November 2023. 5) Thank you to the PAC for providing the Time Timers. 6) Kutapira - Marimba ensembles is booked for April 12. 7) Tribal Vision Dance booking is pending - hoping for May 3 8) Student numbers are consistent - families who are new to Laurier's catchment are being placed at other schools and added to the waitlist. 9) Patricia Gravidez joined our SSA Team Nov 20, 2023; and Sydney Clark will join as an SSA on December 7, 2023. All our SSA positions will then be filled. 10) Shannon Brodie, resource teacher, is a long-term TOC, covering for Ms. Baxter's position until Winter Break. Looking to fill this position for Jan 2024. 11) Pathway to South Building is paved, and new PA system and bells are working throughout the site. 12) Pest control - there are mice in the Main Building and in the South Building. Pest control has put deterrents in the classroom, and Mr. Rudy (engineer), has asked them to follow-up tomorrow. Also ensuring an extra cleaning in the mornings to check for evidence of rodents. 13) Students continue to eat lunch at 1pm. Teachers provide instructional activities during this time, i.e. classroom read aloud, 	
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			<p>class meeting, discussing nutritional value of their food.</p> <ul style="list-style-type: none"> a) Teachers feel that the students eat better and eat more of their lunch when not rushed. <p>14) Pedestrian Safety around Laurier</p> <ul style="list-style-type: none"> a) Members of VPD's Community Road Education and Safety Team visited the school last week, and did age-appropriate presentations on pedestrian safety for all the students. b) Information to come on Drop-Off and Pick-up reminders/tips, reminders about parking signage. c) Bylaw officers may come by during December to remind parents as well. d) Teachers on Supervision before school, after school, and during recess/lunch have reflective vests to easily identify them. e) There is supervision on site 8:45-9am in the mornings, and 3pm-3:15pm after school. <p>15) Question: Have we considered having an enrichment activity such as a play or other theatre presentation?</p> <ul style="list-style-type: none"> a) Ms. Geri will consider some options. <p>16) The Tech/Finance committee has met to talk about technology in our school.</p> <ul style="list-style-type: none"> a) Given the additional 80 students and the new South Building, our tech devices are spread thin. b) The Tech committee would like to purchase a set of new Dell laptops at \$775 each through the VSB. There are 30 computers in 1 set. c) Currently there is 1 set of Dell laptops in the Library. There is 1 iPad cart in the Library, and 1 iPad cart in the South Building. There are old desktop computers in the library. d) If we purchase from the VSB tech department, then they will service the technology, and also provide a free \$1400 cart if we purchase a set. 	
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6	Treasurer's report	Natasha	<ol style="list-style-type: none"> 1) Saleema Noon presentation was paid in October (\$1575). 2) We received a few late T-shirt payments and late hot lunch payments. 3) Classroom funding has been paid out (\$7,222.71). 4) We received \$6540 for the Gaming grant in October, reported with this month's report. 5) Expenses - Timers for the classrooms and movie licence. 6) We are expecting to receive some money from the Movie Night this Thursday, and Purdy's. 7) The 2nd installment of Earthbites totals \$7000. We will use the remaining funds from our Gaming Account, and remainder of the amount from our General Account. Grade 7 graduation contribution will also come from our General Account. 8) Hot Lunch - estimated profit from Fall term is \$10k. 9) Motion moved by Tasha to include a line item on balance sheet to show Hot Lunch expenditures (i.e. vendor payments); Balance Sheet will show total revenue, vendor costs, and net profit. Seconded by Bill. Motion carried. 10) Motion moved by Bill to add a \$23,500 line item in our budget for a capital purchase to buy a set of 30 Dell laptops for the school. Seconded by Carolyn. Motion carried. 	<p>Motion moved to add a line item to show Hot lunch expenditures. Motion carried.</p> <p>Motion moved to add a capital purchase to the Budget for \$23,500 to purchase a set of laptops for the school. Motion carried.</p>
7	PAC Programs, Events & Fundraising	Bill, Debra	<ol style="list-style-type: none"> 1) Hot Lunch – Looking at switching one of the Hot Lunch vendors for next term. 2) Friendship list – Closed on November 6, and it will be put together in the next few days. 3) Movie Night (Debra) – Coming up on Thursday. Doors open at 5:30pm, and the movie starts at 6pm. Some new menu items - hotdogs, and pizza. 4) Purdy's (Debra) - our order has been received. Katy will sort it out and will distribute on November 28. 5) DPAC meetings (Margaret) - upcoming meeting, open to all parents. Looking to introduce a new DPAC executive. An update from the working groups (facilities, food, health and safety, and music). If anyone has passion projects they want to raise at the district level, they are welcome to bring it up to DPAC. Will provide an update on the SLO program as well. 	<p>Bill will discuss with Ms. Geri regarding distributing the Friendship lists.</p>

	Other business	Bill	1) Note re: PAC meetings - Geri had a recommendation to have PAC meetings online during the late Fall/Winter months. We could come back in March onwards for in-person/hybrid meetings. Planning for January and February meetings to continue to be online.	
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Motion to end the meeting was moved by Bill, seconded by Carolyn. Motion carried. Meeting was adjourned at 7:29pm.

Next Meeting

The next meeting will be held on Tuesday, January 23, 2024 @ 6:30 pm on Zoom.