



Sir Wilfrid Laurier Elementary School

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

Date: January 23, 2024 (Tuesday)

Venue: Zoom meeting

Present:

Bill Martin (Co-Chair)
Michael Chang (Co-Chair)
Carolyn Yeung (Secretary)
Margaret Lung (DPAC representative)
Natasha Burke (Treasurer)
Debra Locke (Event Coordinator)
Cindy Xin

Winola Chu
Katy Won (Event coordinator)
Leslie Situ
Lulu Yang
Manju Bala
Masky
Ping Zhao (Hot lunch coordinator)

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), Səlílwətaʔ/Selilwitulh (TsleilWaututh) and xʷməθkʷəy̓əm (Musqueam) Nations. Brief round of introductions.	
2	Approval of meeting agenda	Bill	Moved by Bill, seconded by Winola. Motion carried.	Agenda approved.
3	Approval of last meeting minutes	Bill	Moved by Bill, seconded by Winola. Motion carried.	Minutes approved.

4	Principal's Report	Bill	<p>Principal's Written Report</p> <ol style="list-style-type: none"> 1) Thank you to the many volunteers that support fundraising efforts and programs at our school. In particular, thank you to the many, many parents who have volunteered to drive Laurier students to the ice rink for our skating program. 2) On Friday, we were delighted to have Luke Wallace with us. He performed for about 45 wonderful minutes in the gym. The highlight was when he sang his song Turning the Tide (the song from their award winning performance) with the choir. 3) There have been a few new students join our community in recent weeks. All classes at Laurier are full. 4) Our staffing has been stable apart from the upcoming retirement of Laura. A temporary OAA will be in her place for February, and her replacement should be with us shortly thereafter. She will be greatly missed! 5) Thank you for supporting the purchase of a class set of laptops for our students. These, as planned, will be housed in the South Building. They are currently being prepped for our students use and should be arriving shortly. 6) When we requested the funds to cover the costs for this purchase, it didn't unfortunately include tax. Is it possible for the PAC to cover the tax? 7) Thank you also for supporting the purchase of a projector for the gym! Upon seeking assistance with the ordering process, that staff felt purchasing the same kind of projector would not meet the needs of the school as well as one that could go on the stage (no cords everywhere; more space for students) and have better projecting capacity. We ordered a projector that was double the cost of what the PAC had approved with the plan that the school would cover the excess if the PAC wasn't able to. Sincere apologies for these two requests coming after the purchases have been made. We hope the projector will arrive prior to the next movie night. 8) Ms. Altman is happy for the library to be used for Lunar New Year. We felt best dates were February 12 and February 13. 9) A third movie night on a Thursday in May or a dance on a Friday in May are both fine. Curious about intermediate student attendance at movie nights? Is one event potentially better 	
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			<p>than the other for both primary and intermediate attendance?</p> <p>10) Have not yet had teacher input on the Craft Fair and Bizarre. Looking forward to more details on what potential expectations there might be for teachers.</p>	
6	Treasurer's report	Natasha	<ol style="list-style-type: none"> 1) Movie night we received 657.95 in revenue. 2) Purdy's winter fundraiser, we raised \$664.91. 3) We have received \$28,000 in revenue for HL in the Winter term. We are still receiving late payments. 4) Field trip money - We have received money for class field trips. Please make sure to use CashOnline for field trips. to reduce confusion. 5) Outstanding invoices from Fall term will be paid this month. 6) We have enough in our Gaming Account to cover the 2nd installment for Earthbites. 7) We have received the invoice for the laptops. We had passed a motion to increase to \$23,500 at the last meeting. The total is \$23412. This still falls within our budget. 8) Projector - we were initially quoted \$600. There is a change in the type of projector, and cost has doubled to \$1235. We still need an additional \$900 in our capital purchase budget to cover the cost of the projector. 9) Motion moved by Bill to increase the capital budget purchases for a projector. Seconded by Winola. Motion passed. 	Motion moved to increase capital purchase budget by \$900 to purchase a projector for the school. Motion carried.
7	PAC Programs, Events & Fundraising	Bill, Ping, Debra	<ol style="list-style-type: none"> 1) Hot Lunch (Ping) – HL has been going well. New vendor portions are a bit small. Ping will speak with the new vendor to discuss. We still need more volunteers to help with HL during lunch hour. 2) Friendship list – Michael helped to put this together. We forgot to get this distributed earlier. 3) Movie Night (Debra) – We will be starting earlier at 4:30pm (concession opens), and movie will start at 5pm. Mario Brothers movie (1.5hrs long). There will be an intermission mid-way. hoping to be done by 7pm. Hopefully we can sell more food, last time we sold out. We still need more volunteers. Washrooms in the school will be opened up for the kids to use. 4) Dance Party (Katy) - cost for DJ would be \$850 for 1 of the packages. Would need PAC approval. 5) Purdy's (Debra) - Thinking of selling Purdy's fundraising bars at movie night, dance party, 	Bill will discuss with Ms. Geri regarding distributing the Friendship lists.

			<p>and sports day, instead of a Spring Purdy's sale.</p> <p>6) Bazaar/Craft fair (Debra) - Ms. Geri is requesting more details about how the teachers may help out to support the event. No date set, considering 2nd or 3rd week of April.</p> <p>7) T-shirts - Could we consider taking orders or selling T-shirts at every event? We could consider having a T-shirt table at the Craft fair. PAC can look at getting more inventory prior to Pink shirt day.</p> <p>8) DPAC meetings (Margaret) - facilities working group will bring a few proposals to bring to the VSB. Transparency in how they decide the use of land and buildings, and plans for buildings going forward. A draft resolution will be presented at the next meeting this coming Thursday, Jan 25, 2024.</p>	
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Motion to end the meeting was moved by Bill, seconded by Winola. Motion carried. Meeting was adjourned at 7:24pm.

Next Meeting

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