



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:** March 11, 2026 (Wednesday)

**Venue:** Laurier Library

**Present:**

Rahul Aggarwal (PAC Chair)  
Maggie Yang (PAC Vice-Chair)  
Miriam Leung (Treasurer)  
Margaret Lung (Co-Treasurer)  
Jessica Liu (Social Media/Website)

Felix Li (DPAC Representative)  
Amelia Versteeg (Secretary)  
Geri Gruft (Principle)  
Debra Locke  
Katy Won

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

	Agenda Item		Details	Action Item
	Welcome, Land Acknowledgment	Amelia	“With deep gratitude and respect, we are honoured to be learning and unlearning on the ancestral and unceded lands of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh Úxwumixw (Squamish Nation) & səliłwətał (Tseilil-Waututh Nation).”	
1	Approval of meeting agenda, last meeting minutes	Rahul	Last meetings minutes to have two adjustments made for clarity regarding how SSA’s are placed and the cencession stand for Sports Day.  <i>Rahul motions to approve meeting agenda and last meetings minutes pending the adjustments. Seconded by Miriam. Motion carried.</i>	Agenda and minutes approved (pending adjustments).
2	Principal’s update	Geri	<b>School updates</b> <ul style="list-style-type: none"> <li>● Staffing Changes:           <ul style="list-style-type: none"> <li>○ Ms. Frankard has left for the remainder of the year with Ms. Britney Cheng taking over the division</li> <li>○ Ms. Candice Yip will be leaving, and Ms. Sydney will be returning</li> <li>○ Ms. Enns will be working a reduced week until the end of the year. Ms. Julisa Lum will be joining as a job share partner until the end of the year</li> </ul> </li> </ul>	

			<ul style="list-style-type: none"> <li>o Deb Magdee will be retiring at the end of the year.</li> </ul> <p><b>Events and Activities</b></p> <ul style="list-style-type: none"> <li>● Field hockey lessons have been happening for all students. A field hockey extravaganza will be happening Friday April 17<sup>th</sup> in the gym</li> <li>● May 14<sup>th</sup> we will have the Whitecaps Community Grassroots Coaches at the school for a day of soccer and workshops for all classes to build inclusion and excitement for the World Cup</li> <li>● May 22<sup>nd</sup> is sports day</li> <li>● May 25<sup>th</sup>-29<sup>th</sup> will see the Walk, Ride, Roll taking place.</li> <li>● June 12<sup>th</sup> the year end primary and intermediate concerts will be taking place</li> <li>● June 12<sup>th</sup> will also be the Volunteer Tea</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>● A question of can the gym be used as an opportunity for after school club. <ul style="list-style-type: none"> <li>o If a teacher isn't sponsoring the club then the space can be rented through VSB rentals</li> </ul> </li> </ul>	
3	Treasurer update	Margaret	<p><b>Profit &amp; Fundraising</b></p> <ul style="list-style-type: none"> <li>● Estimated profit for the school year from hot lunch is approximately \$9,400</li> <li>● Figures will change depending on field trip cancellations, Term 3 Fantuan orders, etc.</li> </ul> <p><b>Expenditures</b></p> <ul style="list-style-type: none"> <li>● New Tablets -\$7,913</li> </ul> <p><b>Upcoming Commitments</b></p> <ul style="list-style-type: none"> <li>● Hot Lunch invoices for T2 &amp; T3 - \$20,000</li> <li>● Author Visits - \$2,100</li> <li>● Performances x2 - \$2,000</li> <li>● Staff Appreciation - \$1,400</li> <li>● Grade 7 Grad - \$1,000</li> <li>● Sports Day - \$800</li> <li>● Churchill Scholarships - \$500</li> </ul> <p><b>Notes</b></p>	

			<ul style="list-style-type: none"> <li>● Consolidated Bank Balance \$63,864 <ul style="list-style-type: none"> <li>○ Minimum - \$3,000</li> <li>○ Gaming - \$8,082</li> <li>○ Budgeted Spend - \$35,713</li> <li>○ Unallocated \$17,069</li> <li>○ <i>Approximately \$5,900 of Budgeted Spend could come from the Gaming budget</i></li> </ul> </li> </ul>	
4	Spring Carnival	Debra	<ul style="list-style-type: none"> <li>● 16 games have been prepaid for (2 packages of 8) from Jelks Carnival</li> <li>● Do to restrictions only 8 can be run</li> <li>● Concerns that only 8 games will cause there to be long lines and wait times</li> <li>● Only 2 months are left for planning and execution</li> <li>● Refund from Jelks is not possible. Half the fee would be forfeit and the other half would be credit</li> <li>● 4 options presented <ul style="list-style-type: none"> <li>○ Postpone the carnival until a later date</li> <li>○ Have only 8 games (possibly other games from homes: bean bag toss, giant connect 4, etc.)</li> <li>○ Have 8 games and reach out to another vendor for other types of games</li> <li>○ Have the event be completely PAC sponsored and rent the space from the school. (PAC would be taking on liability and would require insurance and extra costs)</li> </ul> </li> </ul> <p><i>Rahul motions to postpone carnival to a later date. Seconded by Katy. Motion carried.</i></p>	Carnival postponed to a later date. Possibly in September
5	DPAC Update	Felix	<p><b>Previous DPAC update</b></p> <ul style="list-style-type: none"> <li>● Information around vaping in the school grounds has been shared and will be posted to the website</li> <li>● Discussion on how to improve communications between PACs and DPAC</li> </ul> <p><b>DPAC update</b></p> <ul style="list-style-type: none"> <li>● Clean air presentation</li> <li>● Discussion on looking into VSB funding for some DPAC expenses</li> </ul>	

6	Field Trip Funding Request		<ul style="list-style-type: none"> <li>● Request was reviewed</li> <li>● Want to support things that have a direct benefit to kids</li> <li>● Questions concerning there having been more expensive field trips this year that we haven't helped offset and is this fair to those parents</li> <li>● Questions of would this be setting a precedent</li> <li>● 88 students who would be participating is a large portion of the student body</li> </ul> <p><i>Katy requests a secret ballet. Seconded by Miriam. Rahul motions to approve the request of \$1,320 for the grade 2/3 field trip to Britannia Mines. Seconded by Felix. Motion carried.</i></p>	Geri will inform teachers of the approved request
7	PAC Programs		<p><b>Hot Lunch (Miriam)</b></p> <ul style="list-style-type: none"> <li>● The incorrect week was sent to the vendors a few weeks ago</li> <li>● Some children didn't have any lunches; others had 2 lunches.</li> <li>● Children were able to share and get food from the office</li> <li>● The PAC will need to cover the cost of the food that was not ordered by parents but was sent to students. Approximately \$340.</li> <li>● Apology emails were sent out to those effected</li> <li>● There are still not enough volunteers for the hot lunch program.</li> <li>● Based on volunteers we will need to cut down on the hot lunch program.</li> <li>● Hot Lunch will need to be discontinued on Wednesdays and Fridays (Fantuan) if it can't be supported</li> </ul> <p><b>Sports Day (Maggie)</b></p> <ul style="list-style-type: none"> <li>● We will need to advertise</li> <li>● We will be ordering and funding pizza for the grade 7 volunteers</li> <li>● We will need volunteers for the snack stand</li> <li>● Reviewed what snacks we will be selling</li> <li>● We will reach out to spare time for use of the freezers for freezies/ popsicles</li> <li>● Logistics for pre and post event will need to be reviewed</li> </ul>	

8	Other Business		Staff appreciation day will be May 15 <sup>th</sup> or 29th	
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*Rahul motions to end the meeting. Seconded by Margaret. Motion carried. Meeting was adjourned at 7:54pm.*

Next Meeting: May 20<sup>th</sup>, 2026 (AGM)

Venue: Laurier Library