



Sir Wilfrid Laurier Elementary  
School

7350 Laurel St.  
Vancouver, BC, V6P 3T9

Phone: (604) 713-4925  
Fax: (604) 713-4927

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

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**Date:** March 12, 2019 (Tuesday)

**Venue:** School Library

**Present:**

Armin Samiei (Principal)

Emily Tsen

Katy Won

Anita Parkinson

Joey Wesley

Karen Lidhar

Anita Chui

Nadine Wesley

Winola Chu

The meeting was called to order by Anita Parkinson (Vice Chair) at 6:40pm.

1) Welcome and Introductions

2) Approval of Minutes and Meeting Agenda:

Pushed to next meeting as February Minutes need updating.

3) Principal's Report (Armin Samiei)

a) Pancake Breakfast: Thursday, March 14 @9:30am: Our students have achieved their goal of 2000 tickets for this term and are earning a Fun Day with a Pancake Breakfast!

- Thank you to all of our parent volunteers for their hard work to help organize this program:
  - Julie Atkinson for leading us with the cooking, as she has a food safe certificate
  - Liang Fung for the financial support
  - Anita Chiu who did all the shopping
  - Anita Parkinson for creating the volunteer link
  - Emily and Ann for meeting with me and discussing the logistics of the day
- Gr. 7 students will set up the tables and chairs at 2pm on Wednesday.
- Parent volunteers can help with setting the tables.
- On Thursday, March 14 we will start at 7:00am. And hopefully we can start calling our students to the gym at 9:10am and serving at 9:30am. They should be finished by 10:25am and then we can start cleaning.

b) Spring Break starts on Monday, March 18 and goes through March 29th. First day of school after the break is Monday, April 1st.

c) The second school-wide and informal communication of student learning in the format of mostly student-led-conferences will take place on April 10th and 11th and some of you may have already received letters with dates and times to choose from. We have early dismissal of 2pm on these two days. Parents need to make arrangement to pick up their child at 2pm.

- 4) Treasurer's Report (Emily Tsen) – **Appendix A** "Financial Report"
- a) We have now funded our commitments to the desk and chairs for the school. This was done out of funds held at the school. I don't have the invoice yet, and estimated that all the funds would have been spent.
  - b) We have sent \$400 to Churchill to fund this year's scholarship.
  - c) A new event to celebrate the Lunar New Year was held and the PAC contributed to half the cost of about \$115. Actual costs to be confirmed this week. This will come out of the community event funding.
  - d) Hot lunch vendors have been paid up to date and reflected in the statements except for Cest Mon Cafe. We have not received their term 2 cost to date and Dec costs yet. The expected costs have been accrued along with estimated cost of food for the balance of the term. Term 3 revenue for hot lunch were collected in March and thus, not included in the costs.
  - e) A number of payment cheques to hot lunch have been issued bringing our bank account as of now to \$14,000.
  - a) Discussion was held about grade 7 grad planning. There are some deposits to be made which can be covered from the PAC contribution.

- 5) Hot Lunch Update (Karen Lidhar and Anita C.)
- a) Term 3 ordering underway. At this time there are 153 orders for a total revenue of \$19,316. This is in-line with other terms and we should be on track to meet budgeted goals

- 6) Earthbites
- On Feb 28 Principal Armin, Ms Boucher, Ms Murphy, Ms Moore, Ms Watson, Ann, Anita P., Emily and Suzanne Fielden (Earthbites) met to discuss the program. All were strongly in favour of continuing the program. It was agreed to set at 3 year plan with aims to cap the program annual cost at \$12,000. Funding will come from PAC, school and shortfall made up by a charge to parents.

Motion: PAC registers the intention to commit revenue from BC Gaming Grant (\$20/student) for the next 3 years to Earthbites. In addition, if funds are available, PAC will aim to contribute up to a total contribution of \$10,000.

MOVED by Anita P and SECONDED by Winola. Motion adopted.

- 7) Events & Fundraising:
- a) Past Events
    - o Me-to-We Bake Sale: Feb 28  
Event was a success – congratulations to Ms. Tan and the Me-To-We committee who raised approx. \$325 for Canuck Place Hospice. Thank you to all parents who supported.
    - o Movie Night – Feb 27 "Paddington 2". Thank you to all who came out for a fun evening
  - b) Upcoming Events
    - o Parent and Social Outreach: Gary Anaka "brain coach" will present Tuesday April 9 at 7 pm. It was agreed to offer the school a student session for grades 4-7's
    - o Anita P contacted the Aboriginal District Principal – Chas Desjarlais. She is happy to come and present to the parents on the program and opportunities. She has a half hour presentation. After discussion it was agreed that this was too long to include in a PAC meeting. Anita P to try to arrange for Tuesday June 4 at 7 pm.

- Pancake Breakfast: Thursday March 14  
Plans are coming together and volunteers are signing up. Looking forward to our first pancake breakfast
- National Volunteer Appreciation Week April 7: Anita P to put something in newsletter
- Craft Fair: Wednesday April 24
- AGM Potluck: Tuesday May 21
- Sports Day: Thursday May 16
- Staff Appreciation: Wednesday May 8
- End of year BBQ: June?
- Movie Night for term 3 was discussed. Could try an after school event. Anita P to find out how DLG runs theirs

8) DPAC Update: see DPAC website for events <http://vancouverdpac.org/upcoming-events>

9) Reiderman Residence Community Advisory Committee (CAC)

Next meeting in April

#### 10) Other Business

- VSB Long Range Facilities Planning: There is uncertainty as to the where the IDEAL mini school program will be housed in the future. If it moves and the property may become vacant. Interested parents can join the conversation by reading about the plan on the VSB website and Feedback about the draft report can be sent via email to: [LRFP@vsb.bc.ca](mailto:LRFP@vsb.bc.ca).

(Meeting was adjourned at 8:20pm)

#### Next Meeting

The next PAC will be held on Tuesday April 16, 2019 @ 6:30pm

2019 PAC meeting dates: May 21 (AGM & Potluck)