



**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:** October 16, 2019 (Wednesday)

**Venue:** School Library

**Present:**

Armin Samiei (Principal)  
Ann Mukai (Chair)  
Anita Parkinson (Vice Chair)  
Anita Chui  
Anthony Leung

Carolyn Yeung  
David Shih (Event  
Coordinator)  
Donna Lei (Secretary)  
Emily Tsen (Treasurer)

Katy Won  
Min Wei  
Winola Chu

The meeting was called to order by Ann Mukai (Chair) at 6:35pm.

1) Welcome, Land Acknowledgement and Introductions

*"We would like to acknowledge that we are gathered today on the traditional and unceded territory of the Musqueam, Squamish and Tsleil-Waututh people."*

2) Approval of Minutes and Meeting Agenda:

MOVED by Winola and SECONDED by Anne. Minutes and agenda adopted.

3) Principal's Report (Armin Samiei)

- a) First earthquake drill (Shakeout BC) will be held on Oct 17 at 10:17am. Steps and details can be found on the October 2019 newsletter.
- b) Election Canada will be hosted at the school gym on Oct 21 from 6am to 10pm.
- c) Kindergarten vision screening will be conducted on Oct 23.
- d) No school on Oct 25 – Provincial Pro-D day
- e) Seleema Noon workshops: registration via email
  - o Oct 23 – Parent presentation from 6:30pm to 8pm in library
  - o Oct 24 – Student workshops
- f) Oct 31 – Halloween parade in the school gym. Please refer to the October 2019 school newsletter for expectation, costume and safety measures.
- g) School has different means of communication with the parents:
  - o PAC corner
  - o School monthly newsletter
  - o Laurier reminder emails
  - o School email - [laurier@vsb.bc.ca](mailto:laurier@vsb.bc.ca)
  - o School phone – 604-713-4925
  - o School Tweeter – so far, we have 130 followers
  - o Principal's report during PAC meeting
  - o School District letters will be sent to Principal Armin and Armin will forward it to Laurie community

- h) Armin suggested PAC to email the PAC meeting agenda to Armin 24 hours before the meeting so Armin can have time to prepare the relevant materials or info.
  - i) Water station – Armin reported that the school board will pay for one to be installed in about 2 years. PAC discussed possibility of getting another water station and timing around that. Estimated cost is about \$4800 - \$4,900. The first one is paid for by VSB. Will continue to discuss.
- 4) Treasurer’s Report (Emily Tsen) – Appendix A
- Outside school logo is approved. Approximate cost of \$1300. Armin to start the process.
  - The draft budget was presented and reviewed again. \$200 was added to provide Food Safe training for 2 volunteers. the amount for the movie license was increased to cover the cost. A motion passed to approve the budget.
- 5) Hot lunch update (Anita C.)
- a) \$1 revenue per hot lunch, except Pizza Hut
  - b) More volunteers are needed
  - c) Armin to remind teachers, students, lunch monitors to:
    - Bring their own reusable cutlery to school to keep
    - Return bin bags to volunteers before 12:15pm (i.e. before classroom door is locked)
- 6) Earthbites Update (Anita P.)
- Please refer to Appendix B and Appendix C for the Earthbites schedule and program guide
- 7) Special Need Parent PAC Representative (Anita P.)
- The discussion was about the pros and cons of having a Special Need Parent Rep.
  - It was decided that at this time a representative position would not be created, but all parents are reminded that they are all part of PAC and can bring any news, concerns or suggestions to PAC at any meeting.
  - The best practice and most ethical way of communication is for concerned parents to go first to the teachers and then to the school principal when they have concerns.
- 8) Motion on Shortened Recess (Anita P.)
- a) Reason of shortened recess: As per Armin talked about the instructional. For the 3 school years spanning 2016-2019, the Ministry of Education reduced the minimum required number of hours of instruction in the school year in order to provide teachers with additional time for working on curriculum implementation. In Vancouver elementary schools, recess break was lengthened for students during those three years. This school year, the Ministry has added back the instructional hours which had previously been reduced for three years to support curriculum implementation. As a result, our elementary schools’ recess breaks have returned to being 15 minutes in length.
  - b) While VSB made the decision of shortening the recess, VSB mentioned that they had consulted the stake holders. Parents and PAC did not feel they had been consulted at all.
  - c) Anita C will bring this up at the DPAC meeting to express the PAC’s concern about this consultation process, which was not transparent to the PAC.
- 9) Organization of Events
- Past events:

- Meet the Teacher Family Potluck on Sept 18 was a big success. Good slideshow to introduce all the teachers.
- Orange Shirt Day on Sept 30 (Monday) – sold 84 orange T-shirts on that day
- Upcoming events:
  - Friendship List – ready to be sent out. Thanks to Miranda for the assistance.
  - Parent and Social Outreach: Seleema Noon Parent Session will be held on Oct 23 (6:30pm-8:00pm)
  - Movie Night will be organized on Oct 29 – movie to be chosen soon and another reminder will be sent out as well. There will be another two Move Nights which have been scheduled on Feb 27 and May 20, 2020.
  - Winter Craft Fair will be happening on Nov 28 from 3pm to 5pm at the school gym – This year the table reservation will be cash only. Another Craft Fair will be up on April 30, 2020. Further details to be discussed.
  - Term 2: Lunar New Year celebration will be hosted on Jan 16 (Thursday) from 3pm to 5pm
  - Winter Pancake Breakfast – a committee will be formed and will be led by David
- Fundraising:
  - “Fresh to You” order due on Oct 18. 15 orders received so far.
  - Purdy’s Chocolate order due by Nov 17 and can be picked up at Craft Fair on Nov 28
  - Direct Appeal – handout will be sent out soon. Parents can donate online or fill out the bottom section of the handout. Tax receipts will be issued via non-online donation.
  - Amazon – link can be found on the PAC website

10)Reiderman Residence Community Advisory Committee (CAC)

- Meeting was held last week. A community survey will be conducted by the City’s contractor. We don’t know when it is but have been told we’d be contacted for an interview for survey purposes.
- The name of this third party was finally revealed at the meeting, it’s Big Idea Space (company owned by the facilitator used for the TMH info & CAC meetings.

11)Other Business

- Principal Armin reminded PAC to have someone who has Food Safety Certification for future food handling, e.g. Pancake Breakfast.
- Any notice that the PAC will be sent/emailed to parents, please forward a copy to Principal Armin beforehand so Armin can keep track with the info and updates.

(Meeting was adjourned at 8:45pm)

Next Meeting

The next PAC will be held on Tuesday, November 19, 2019 @ 6:30pm

Tuesday January 14,  
Wednesday February 19,  
Tuesday March 10,

Wednesday April 15,  
Wednesday May 27 (AGM & Potluck)

