

Sir Wilfrid Laurier Elementary School

Minutes of Parent Advisory Council Meeting

Date: Tuesday, November 07, 2017

Venue: School Library

Present: Risha Golby, Principal

Ann Mukai (Acting Chair), Anita Parkinson (Vice Chair), Paola Baca (Immediate Past chair), Lisa Juan (Secretary), Clement Law (Treasurer), Anita Chui, Karen Lidhar, Samantha Cho, George Han, Bing-bing Zhang, Katy Won, John Hoang, Winola Chu, Emily Tsen, Paul Boyd, Kate Chang, Nadine Wesley, Joey Wesley, Naomi Kidd, Trevor Kidd, Gordon Quan, Tina Wong

Teacher Rep: Jennifer Altman (Teacher – Librarian)

Call to order: Meeting was called to order at 6:35 pm.

Approval of Minutes and Meeting Agenda:

MOVED by Anita Chui and SECONDED by Paola Baca. Minutes and agenda adopted.

Principal's Report by Risha Golby:

- Staff/Class
 - As the provincial teachers won their fight over class size. The class size will be restored back to level of 2001 that means less students, more staff. Vancouver currently has 300 positions short due to housing crisis. As a result, our school had 3 teachers short at the start of school year. Thank you to all the Laurier staff to fill-in during the first few weeks of school year until the position been filled. It could take 3-5 years for system (small class room and short staff) to settle.
 - Thank you to Ms. Dale to fill in while I was away in October.
- Assessment (report card)
 - This year is 2nd year of implementing new curriculum – accessing students' thinking, communication, learning (not tradition way of accessing learning)
 - Laurier is one of 66 pilot schools in Vancouver exploring new assessment system. Report card assessment without letter grades. Focus on formative assessment - performance skill, conference reporting. New curriculum is better match with new grade system.
 - There will be 5 required communications with parents within a calendar year. A minimum of three ongoing communications of student learning throughout the school year (Fresh Grade is one of the communication tool, and teacher/parent conference in December and March). One written progress report at the end of January, and one written summative report at the end of June.
 - There will be a parent information session. Date TBC.
- Hip Hop program was well received. Kids love and enjoy it.
- Temporary Homeless Modular House
 - School has to stay neutral with this issue.
 - School will be focusing on how to support student safety – including the impact from the media attention and the visible protests.
 - School will have a plan to support safety of students if the project goes ahead.

Teacher- librarian's Report by Jennifer Altman :

- Library is now open.
- Philosophy – It's a place for everyone to feel welcome and comfortable.
- How is the library supporting our students
 - Open 15 minutes before and after school as well during the day for daily book exchange opportunities.
 - Flexible schedule – Teacher Librarian is free to collaborate and work with all classes. Teacher and I plan and cooperatively teach a unit.
- Skills focusing on
 - Research and finding info.
 - Note taking
 - Search
 - Inquiry
- This term in the library
 - Author visit – Eric Walters for Grade 4-6, and Dan Bar-el for K-3. Thank you PAC for sponsoring it.
 - Book Fair – Dec. Parent volunteers needed.
 - New library system – Destiny Library Catalog. The gives you access to VSB databases and newspapers. Hand-out has been sent home.

Treasurer's Report by Clement Law:

	Actual	Budget	Actual	Budget	Actuals as of Nov. 04, 2017	Remarks	Acc't
Income	2015-16	2015-16	2016-2017	2017-18	2017-18		
PAC Account carried forward	\$4,242.57	\$9,563.03	\$9,459.49	\$9,677.61	\$8,510.39	Bank Bal:\$9,677.61 - Issued Chqs (2016-17):\$563.72 +Munch-a-Lunch (2017-18): \$336 – Violin (2017-18): \$930 – Reimbursement: \$9.50	
PAC Gaming Account carried forward	\$2,147.23	\$262.28	\$262.28	\$27.26	\$27.26		
PAC Fundraising Account carried forward	\$111.63	\$112.84	\$112.84	\$114.14	\$114.14		
Float carried forward	\$0.00	\$20.00	\$20.00	\$20.00	\$20.00		
Direct Appeal	\$4,850.00	\$5,000.00	\$7,040.00	\$6,380.00	\$0.00	Updated	Fund 50% of Earthbites
Hot Lunch Net Revenue	\$8533.61	\$17,400.00	\$18,102.43	\$18,000.00	\$25,107.65	Details on "Hot Lunch Profit Report"	
BC Gaming (\$20/student)	\$6,684.00	\$5,800.00	\$5,800.00	\$5,800.00	\$6,380.00		Fund 50% of Earthbites
DPAC Distribution Funds	\$0.00	\$280.14	\$280.14	-	-		
Bank Interest	\$191.08	\$190.00	\$362.72	\$300.00	\$65.05		
Fundraising –Purdy's (Net Profit)	\$5,025.52	\$800.00	\$879.96	\$800.00	\$0.00		
Fundraising –Movie Nights(Net Profit)		\$200.00	\$410.89	\$200.00	\$0.00		
Fundraising –Fresh to you (Net Profit)					\$379.60	New	
Fundraising (Others)		\$2,000.00		\$3,375.00		(RBC donations \$3,375 to be directly deposited into VSB in	\$1,000 for Earthbites

						Aug/Sep, expect to get chq from Laurier Elem in Sept)	
PST Refund	\$4,614.39	\$0.00	\$0.00	\$0.00	\$0.00		
Laurier Annex PAC Donation		\$637.70	\$637.70	\$0.00	\$0.00		
Violin Program – Gross rev		\$2,520.00	\$2,520.00	\$12,090.00	\$6,880.00		
T-Shirts – Net Profit		\$0.00	\$217.45	\$0.00	\$65.00	(Net Revenue)	
Income Sub-Total	\$36,400.03	\$44,785.99	\$46,105.90	\$56,784.01	\$47,549.29		
Expenditures							
PAC Admin: DPAC Membership	\$0.00	\$75.00	\$0.00	\$75.00	\$0.00		
PAC Admin: Munch A Lunch Service Fee	\$336.00	\$336.00	\$336.00	\$336.00	\$336.00		
PAC Admin: Babysitting for PAC mtg (\$20/ea)	\$120.00	\$140.00	\$180.00	\$160.00	\$20.00	Assuming 8 PAC meetings	
PAC Admin: Office Supplies	\$60.77	\$300.00	\$284.42	\$300.00	\$0.00		
PAC Admin: Float (for Hot Lunch Sales)	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00		
Parent Directory (Munch-A-Lunch)	\$112.00	\$112.00	\$112.00	\$0.00	\$0.00	Not continuing in 2017-18	
Churchill Scholarship (2 students x \$200ea)	\$400.00	\$400.00	\$400.00	\$400.00	\$0.00		
Classroom Funding (\$300/staff)	\$5,130.00	\$5,070.00	\$5,070.00	\$5,700.00	\$0.00		
Extracurricular Activities (Earthbites)	\$7,000.00	\$10,000.00	\$11,780.00	\$10,000.00	\$0.00		50% from Gaming & 50% from Direct Appeal
Author Visits	\$700.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	Seeking outside \$500 funding	
Staff Appreciation	\$545.48	\$750.00	\$828.49	\$750.00	\$0.00	updated	
Grade 7 Grad Class Celebration (Max. \$20 per Gr7 student)	\$698.72	\$1,060.00	\$1,060.00	\$1,000.00	\$0.00	(\$20 per Gr.7 student) Assume 50	100% from Gaming
Community Events (e.g. Bike Week, Games Night, Sports Day, etc.)	\$327.30	\$600.00	\$743.08	\$750.00	\$14.20		
Community Events: Annual Movie License		\$400.00	\$399.00	\$400.00	\$0.00		
Parent & Student Outreach: SOLOS Saleema Noon, etc.	\$892.50	\$1,253.00	\$780.94	\$892.50	\$0.00		
Violin Program- Cost of Lessons/Books		\$2,160.00	\$2,459.98	\$11,160.00	\$894.00		
Teacher/School Requests	\$300.00	\$0.00	\$0.00	\$2,000.00	\$0.00		
New Capital Purchase (2016-17: iPad cart)	\$10,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$0.00		
Technology Maintenance	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00		
Expenditure Sub-Total	\$26,642.77	\$36,676.00	\$37,453.91	\$47,943.00	\$1,284.20		
Net (Incoming-Expenditure)	\$9,757.26	\$8,109.99	\$8,651.99	\$8,840.51	\$46,265.09		

Account Balances as of Nov.04, 2017	PAC Accounting	BMO Blanace	Difference	Reasons for diff. btwn our PAC Acc't and BMO Acc't balances	
General (-431)	\$39,737.52	\$39,767.02	\$29.50	1) Cheques issued but not cashed (+ this from PAC Accounting)	\$29.50
Gaming (-423)	\$6,413.12	\$6,413.12	\$0.00	2) Funds in process of tx(not yet deposited) [-this from PAC Accounting]	\$0.00
Fundraising (-415)	\$114.45	\$114.45	\$0.00		
Total:	\$46,265.09	\$46,294.59	\$29.50		\$29.50

- Major sources of fundraising – hot lunch program, gaming money, direct appeal. The raised funds help funding teachers’ requests.
- Teachers’ Requests –
 - Repaint mural @ gym.
 - Additional ipad cart or Chrome books (cheaper than ipad) cost around \$10,000 - \$14,000
- Author visits – Eric Walter (\$672) Grade 4-6. Dan Bar-el (\$250) for k-3.
- Amendments
 - Community fund \$1000
 - Classroom funding updated to \$5700 to reflect 19 FTE @ \$300 each.
 - Teacher/School requests updated to \$2000 for the \$2000 from Ming Le/RBC earmarked for social-emotional learning.

Motion to approve Draft Budget

MOVED by Paola Baca and SECOND by Anita Chui. All Parent attendees in favour.

Election of New Treasurer

Motion to approve New Treasurer Gordon Quan

MOVED by Ann Mukai and SECOND by Lisa Juan. All Parent attendees in favour.

Hot Lunch Update by Anita Chui/Karen Lidhar

- Thank you to all wonderful parent volunteers.
- Some students were taking advantages toward re-fill system. Sharing foods with students whom not ordering hot-lunch. Students’ behaviour to be corrected and should bring to teachers’ attention.
- Lunch volunteers may give SOAR tickets to kids behave good during hot lunch to encourage good behaviour .
- New VSB approved vendors available.
- Hot-lunch sales are down. Consider changing menus or adding new vendors next term.

Safe Arrival by Risha Golby:

- New VSB safe arrival procedure. Reporting student absences by calling New Safe Arrival number and leave a message prior to 9 am. (604-713-5159 Extension 44)
- Student Sign Out Procedure – when picking up your child during the school day, please ensure to sign them out at school office to avoid un-necessary searching for a missing student.

Organization of Fall Events

- Past Events
 - Meet the Teacher Family Potluck September 21 was a success. Thank you everyone.
- Upcoming Events
 - Saleema Noon: Parent session Nov. 27 6:30pm – 8:00pm. Babysitting available. Student session Nov 29.
 - Movie Night: Thursday Nov 9. Movie starts at 6:00 pm
 - Craft Fair: Thursday Nov. 30. Six tables have been booked. Silent auction during Craft Fair. There will be 5 boxes each has a theme. Parents can donate items according to the themes. Each donated box will be wrapped as basket for silent auction.
- Fundraising
 - Family Portraits: Event had been cancelled due to not have enough families sign up.
 - Fresh to you: Orders delivered Nov 28. Raised \$375.60
 - Purdy's: Orders due November 22nd. Pick-up on Craft Fair date Nov 30th.
 - Direct Appeal due November 22nd.

Other Business

- DPAC Representative – We don't have a DPAC Rep. If anyone would like to represent our PAC, please let us know.

Adjournment:

Meeting adjournment at 8:22 pm.

MOVED by Clement Law and SECONDED by Lisa Juan

Next meeting will be on Tuesday December 05, 2017 at 6:30 pm in Staff room.