

# **SPUL'U'KWUKS ELEMENTARY SCHOOL**

## **Parent Advisory Council Meeting**

### **Minutes**

**Tuesday, September 24, 2024**

**Present:** (via Zoom online)

#### **Attendees:**

Elaine Stapleton (Principal)  
Jenny Slinn (Vice Principal)  
Phoebe Li (Chair)  
Henry Fung (Vice-Chair)  
Nicole Zhou (Treasurer)  
Marco Li (Treasurer)  
Crystal Wu (Secretary)  
Fiona  
Winky  
Yuanxin He  
Anne Ma  
Annie  
Candy  
Celia Law

Eric H.  
Francis Leung  
Karen  
Kelly  
Lei  
Lillian  
Nono  
Regina  
Ruoying  
Sarah Zhang  
Serena  
Victoria Kwa  
Amelia Wang

#### **1. Land Acknowledgement**

- We would like to acknowledge and give thanks to the First Peoples of the hən'qəminəm' language group, on whose traditional and unceded territories we teach, learn and live.

#### **2. Call to Order**

- Meeting called to order at 9:33am, by Chair Phoebe Li

#### **3. Amendments/ Approval of Agenda**

- MOTION: To approve the agenda as presented. Moved: Henry Fung / Seconded: Nicole Zhou /Carried.

#### **4. Review/ Approval of Minutes**

- MOTION: To approve the meeting minutes of June 20<sup>th</sup>, 2024, as presented. Moved: Henry Fung / Seconded: Annie Qiu /Carried.

## 5. Reports

### a) **Administration** (by Principal Mrs. Elaine Stapleton and Vice Principal Mrs. Jenny Slinn)

#### i. **School Start-Up**

- New Staff: Ms. Tilton (year-long mat leave for Ms. Lin), Mr. Manhas (Resource), Ms. Watanabe (Resource), Ms. Sladen (part-time Resource), Ms. Sholberg (Speech/Language Pathologist)
- We spent the first three days in last year's classes while we confirmed enrollment for this year. We currently have 411 students in 17 classrooms. We were able to move to our new classes on Friday of the first week.
- Also during the first week was the Gr. 6/7 Leadership Conference. Students participated in a variety of activities to get to know each other, discuss the concept of leadership, listen to speakers share their ideas about belonging/responsible technology use/contributing to the community, and sign up for volunteer roles within the school.

#### ii. **Meet the Staff**

- Thank you to all the families who were able to join us at Meet the Staff last week! We tried a new format this year to find a better way to communicate important ideas to parents. We also used live translation in the hopes of including more families in the event without increasing the length. The two topics addressed by our presenters were “play” and “technology” and how we tend to overprotect children in play and under protect them in technology use. Please share your feedback with us!
- <https://forms.office.com/r/DuT6rrw079>



**iii. Newsletters/Email**

- Newsletters are published at the end of each week. There may be the occasional week without a newsletter. Please read the newsletter for important and time-sensitive information. Also, make sure that you are receiving school emails to your inbox and not your junk mail and keep up to date.

**iv. Professional Days**

- We had our first Professional Day last week. The purpose is for staff members to engage in a process of personal, ongoing growth throughout their careers to enhance their professional practice. Opportunities can take place at school or in other locations, depending on the area of focus. At school, staff engaged in curriculum and assessment work, technology support, and medical management to be able to provide support for medical emergencies (anaphylaxis, seizures, diabetes, and asthma).

**v. Personal Devices at School: Elementary Schools (Kindergarten to Grade 7)**

- As you are aware, there is new
  1. Students should not have personal digital devices in their possession during the school day, unless permission is granted by the supervising staff for educational purposes. This includes during recess and lunch or while outside on the playground or on school property.
  2. It is recommended that students do not bring personal digital devices to school. Any personal digital devices brought to school should be powered off and remain in a student's backpack or secured location during the school day.
  3. Access to social media platforms on the school wireless network will be restricted on personal digital devices, in compliance with the Terms of Service and age requirements of the social media platforms.
  4. Students who require devices for learning or medical needs will not be restricted from using devices as outlined in their support plan or IEP.
- Personal Digital Device:
  - Refers to any personal electronic device that can be used to communicate or to access the internet, such as a cell phone, a tablet, smart watch, gaming device, and electronic toy.
- Instructional Time:
  - Time that includes scheduled class time, assemblies, guest presenters, field trips and other school-sponsored events

- The district values the collaborative partnership among students, parents and staff. To maintain a focused learning environment, parents/caregivers are kindly asked not to contact their child on their personal digital devices during the school day. In cases of an emergency, parent(s)/caregiver(s) should contact the school office where staff will facilitate the communication as appropriate.

**vi. School Story**

- Our school story this year is driven by the District's wish to know if our students flourishing. How do we know? What does that look like?
- We asked our teachers what they thought and they worried about students feeling connected and like they belong. How can we flourish if we do not feel like we belong?
- We are currently working on gathering data to see just how well connected our community feels. We have asked every child and every adult in the building whether they feel safe, confident and happy at school. Whether they feel an adult cares about them and what they think our school could do to help them feel connected and like they belong.
- Based on the data we gather, we will work out a school-wide plan to develop students' confidence and ability to care for themselves, to care for others and to care for their community and environment. We have a segment of each staff meeting set aside for school story planning and reflection.
- We will address the need for everyone to feel connected and like they belong on little and big levels. We will connect it throughout all our assemblies and special gatherings, support teachers in doing this in their classrooms, and promote activities that involve the whole school (for example - morning walks).

**b) Finance** (by Treasurer Nicole Zhou)

**i. General Account**

- Balance: \$23,147.82
  - Paid account fee \$11.85
  - Paid \$108.55 for Carnival volunteer's lunch
  - Paid \$249.32 to Snack for Sport Day
  - Transfer \$439.74 to Gaming account due to insufficient funds in Gaming account, which is good because BCLC would like to see the balance to zero dollar when they approve the grant for next year.
  - Received \$5,400 as donation from Libby's Kitchen. Last year PAC used the donation to sponsor the new furniture in our Library.
  - Paid \$22.39 for traffic safety volunteer team's equipment
- No planned expenses

**ii. Gaming Account**

- Balance: \$11.11
  - Received \$3.90 in deposit interest
  - Account fee: \$3.50
- No planned expenses

**iii. Fundraising Account**

- Balance: \$0

**c) Chairs** (by Vice Chair Henry Fung)

- Planning for the year:
  - Hot Lunch – will start from October 7<sup>th</sup> 2024
  - Movie Night – The first Movie Night will be on October 11<sup>th</sup> 2024
    - The next one will be March 2025 (To be discussed)
  - Family Photo – November 14<sup>th</sup> 2024 (Thursday), November 15<sup>th</sup> (Friday), 4-9pm
  - Winter Poster Contest – After Remembrance Day
  - Holiday Celebration Event with the School – To be discussed
  - Lunar New Year Celebration – Lion Dance or Dragon Dance (January or early February 2025)
  - Summer Carnival – June 2025

## **6. Other and sharing:**

### **a) Sports Day:**

#### **○ Feedback from Parents**

Several parents expressed concerns regarding the hot weather during Sports Day, suggesting improvements such as providing tents or additional shade for participants. They noted that the heat made the event a little bit uncomfortable for children and parents alike.

#### **○ Principal's Response**

The principal acknowledged the feedback and shared that, for the upcoming year, the school may consider moving the date of Sports Day to an earlier time in the season in hopes of cooler weather. While providing tents or shelters for all 500+ participants may not be feasible, the school will consider to offer some shade for those in need.

The school would also teach students precautionary measures during hot weather, including:

- Bringing their own water bottles,
- Wearing hats and appropriate clothing, and
- Applying sunscreen

These steps aim to ensure that students are better prepared for the outdoor event.

### **b) First Friday Dismissal**

#### **○ Feedback from Parents**

Parents raised concerns regarding the chaotic situation of the first Friday dismissal and requested improvements. Some parents suggested posting a class list outside the classrooms to make it easier to locate their children.

- **Principal's Response**

The principal apologized for the confusion during the first Friday dismissal. While the suggestion to post class lists was acknowledged, the principal explained that, due to privacy concerns, the names of students cannot be posted publicly.

To improve the dismissal process next year, the school will send an email to all parents prior to the event, clearly outlining the designated pick-up locations to ensure a smoother experience and minimize confusion.

**c) Terry Fox Run Event**

- **Feedback from Parents**

A parent who volunteered during the Terry Fox Run raised a concern about an incident involving a driver near the junction of River Road and Cornwall Drive. The driver expressed frustration about the number of children walking through the neighborhood, feeling that they were blocking traffic and driveways. The parent suggested that there were not enough stations or volunteers along the route (especially between Stations 8 and 9) to direct the children and help avoid disruptions to the flow of traffic.

- **Principal's Response**

The principal acknowledged the feedback and assured that this will be reviewed for future events. More volunteer stations may be considered to better manage student movement along the route and minimize disruptions for the community.

**7. Next meeting:** Tuesday, October 15<sup>th</sup>, 2024 at 9:30am

**8. Adjournment at 10:02am**