

SPUL'U'KWUKS ELEMENTARY SCHOOL

Parent Advisory Council Meeting

Minutes

Tuesday, November 19, 2024

Present: (via Zoom online)

Attendance:

Present:

- Elaine Stapleton (Principal)
- Jenny Slinn (Vice Principal)
- Henry Fung (Vice-Chair)
- Nicole Zhou (Treasurer)
- Marco Li (Treasurer)
- Crystal Wu (Secretary)
- Philip
- Annie Qiu

Absent:

- Phoebe Li (Chair)

1. Land Acknowledgement

- We would like to acknowledge and give thanks to the First Peoples of the hən'qəmin'əm' 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 Treasurer Nicole Zhou

3. Amendments/ Approval of Agenda

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

4. Review/ Approval of Minutes

- MOTION: To approve the meeting minutes of October 15, 2024, as presented. Moved: Henry Fung / Seconded: Crystal Wu /Carried.

5. Reports

a) **Administration** (by Principal Mrs. Elaine Stapleton)

- i. **Report cards** will be available for parents to access online after school on Monday, December 2nd. The reports provide important communication about student learning and should be read by all parents. Translation apps can be used by parents who are not able to read the reports in English. ELL and Resource report comments are embedded in the classroom teacher's reports, but band reports will be sent home in a separate envelope.
- ii. Our **Winter Concert** will be held on Thursday, December 5th. Classroom teachers are hosting an Open House from 8:30 to 9:00am, then we will call parents/guardians to the gym to take their seats. Students will remain in their classrooms until it is their time to perform. This year, we will offer coffee and tea to the adults. Thanks to PAC for supporting us with the coffee and tea.
- iii. We ask that all families read the weekly **newsletter** to get information about what is happening at school.
- iv. If your child is going to be late or absent, please call the **Early Warning/Safe Arrival** number to leave a message. When absences are shared with teachers, the messages don't always get passed to the office, and we call home.
- v. The new **childcare facility** on site, funded by the Ministry, is expected to open in September 2025. Work is due to begin at the end of November/beginning of December and will take place in stages. We will keep you up to date with information as we receive it.
- vi. Thank you to PAC for providing the **classroom funds** to our staff! It is very much appreciated!

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

- i. **General Account**
 - Opening Balance: \$29,722.93
 - Ending Balance: \$ 27,004.29
 - Paid account fee \$6.00

- Paid E-transfer fee \$3.00
 - Regular transaction fee \$5.00
 - deposit from Hot lunch by Munch a Lunch: \$1,022.61
 - Cash Deposit \$5.00
 - Reimbursement to Nicole for paying \$100 Starbucks gift cards. (\$20 for each traffic safety volunteer)
 - Paid \$232.80 to Fresh Slice
 - Paid \$991.50 to Hot lunch vendor Carino Catering
 - Paid \$986.75 to Hot lunch vendor Harmonic
 - Paid \$1,267.88 to Hot lunch vendor Just Poke
 - Planned expense: \$0
- ii. **Gaming Account**
- Opening Balance: \$8,011.53
 - Ending Balance: \$3,304.30
 - Paid \$4,720 to classroom funds
 - Paid Hot Lunch \$2,254.63
 - Transfer back \$2,254.65 from the General Account to Gaming account
 - Received bank interest: \$12.77
 - Planned expense: \$0
- iii. **Fundraising Account**
- Balance: \$0
 - Planned expense: \$0
- iv. **Other Issues:**
- i. **Fundraising Events:** The school administration asked if there will be any fundraising events in the future. The committee replied that they expected there would be summer carnival and movie nights for fundraising. Further fundraising events will be discussed.
 - ii. **Classroom Funds:** The school administration expressed gratitude towards the committee for supporting the staff through classroom funds.

c) Chairs (by Vice Chair Henry Fung)

- i. **PAC Meeting Time** – The committee has sent out a survey to the parents in relation to the PAC meeting time. Most parents would like to keep the current meeting time (i.e. 9:30am). Therefore, the committee will keep the future PAC meeting at the same time.

- ii. **Illegal Parking During School Pick up** – During pick-up times, there are cars parking in "no stop/parking" zones, raising serious safety concerns. This practice risks obstructing emergency vehicles and endangering children. To address the issue, it is suggested that the school work with local law enforcement to increase patrols and enforce parking rules. Additionally, clearer "No Drop-off/Pick-up Zone" signage should be installed to improve compliance and ensure the safety of all.
- iii. **Replacement of Existing iPads:** The current need is to replace 10 iPads this year, with an additional 10 iPads to be replaced next year, and 10 more the following year. The committee will support the cost of replacement of existing iPads. Further discussions will be held regarding the budget and funding options for the iPads.
- iv. **Pickleball** – The committee is exploring the possibility of bringing in a pickleball program to teach students how to play. Before proceeding, more information is needed regarding:
 - The charges associated with the program
 - Whether the coach would be affiliated with an organization
 - Insurance coverage for the program and participants

Further discussions and inquiries are necessary before moving forward. Vice chair will follow up.

6. Other and sharing:

a) Installation of Bleachers in the Gym:

- i. The school administration and Vice Chair both agreed that the existing gym is too small to accommodate the installation of bleachers and it is likely not possible to further pursue.

b) Parents' Feedback and Concerns about the Washroom Cleanliness:

- i. A parent raised concerns about the unsanitary and foul-smelling condition of the school toilets, noting that the issue has worsened compared to previous years. Many students reportedly avoid using the facilities due to their poor state, which could impact their well-being. The committee asked about the school's plans to resolve this problem.
- ii. The school administration acknowledged the issue and confirmed that the custodians are aware of the problems, including students misusing the toilets

and causing damage, such as flushing inappropriate items, urinating outside the toilets, and leaving unsanitary messes. Despite daily cleaning, these behaviors have led to persistent odors, especially when urine gets into grout and floor drains. The school has responded by posting signs, making announcements, and asking staff to reinforce bathroom behavior expectations. They also rely on a cleaning service when messes are reported. The administrator suggested discussing ways to engage the parent community to help teach students proper restroom etiquette.

7. Next meeting: Tuesday, January 14, 2025 at 9:30am

8. Adjournment at 10:15 am