

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

## **Parent Advisory Council Meeting**

### **Minutes**

**Tuesday, May 20, 2025**

**Present:** (via Microsoft TEAMS online)

#### **Attendance:**

**Present:**

- Elaine Stapleton (Principal)
- Jenny Slinn (Vice Principal)
- Phoebe Li (Chair)
- Nicole Zhou (Treasurer)
- Marco Li (Treasurer)
- Crystal Wu (Secretary)
- Anna Young
- Regina Tam

**Absent:**

- Henry Fung (Vice-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 9:31am, by Chair Phoebe Li

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

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

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

- MOTION: To approve the meeting minutes of March 18, 2025, as presented. Moved: Nicole Zhou / Seconded: Crystal Wu /Carried.

## **5. Reports**

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

#### **i. Childcare Facility**

Work on the facility is moving on schedule and an Expression of Interest for Childcare Operators has been posted. Once an operator has been selected the community will be informed about registration information. The childcare operator provides services on the school site, but the school is not involved in the operations of the provider. Unfortunately, we have had some young people vandalize the site over our break and this week. We hope that all members of our community show respect and care for our place.

#### **ii. Equipment**

All the equipment has arrived and is available for use (except for baseball gloves that are being exchanged. Those will arrive shortly). Thank you to PAC for the purchases!

#### **iii. Music in Our Schools**

On Thursday, May 8<sup>th</sup>, Mr. Milks took a group of around 50 students to perform at Gateway Theatre along with Burnett and the other elementary feeder schools. The student performances were exceptional, and we are very proud of Mr. Milks and our students! Thanks also to Mr. West and Ms. Rakhra for helping supervise the students during the event.

#### **iv. Talent Show**

Our very talented students have been auditioning for the Spul'u'kwuks Talent Show, taking place on Tuesday and Wednesday, April 1 and 2. Parents of the performers are welcome to attend.

#### **v. Pocket Forest**

The planting day was a success, with all classes signed up to have a turn helping outside. Big buddies helped younger students throughout the day, and they were so patient with them! Many thanks to Mrs. Myers, Mrs. Toy, and Ms. Mei (District Consultant) for their passion and support and to the City of Richmond and the Garden City Conservation Society for their help. Our focus will now shift to protecting and caring for this space.

vi. **Wish List**

We have put a Wish List in the staffroom to get some ideas from staff as to anything they are hoping to have in their room or the school:

- iPads (variety of requests, including 1 per class, 2-3 per class, 6 for reading groups)
- Projector speakers in classrooms
- 1 high jump pit
- Dragster kit
- Projector for Resource Room
- 2 hockey nets or new netting

PAC will take a look on the wish list and get back to the school on how PAC can support.

vii. **Planning Ahead for Summer Heat**

The weather is beginning to warm up and we know we can expect higher temperatures in our third term. We have been thinking ahead and are having discussions with the district and school staff early, so that we are prepared when the heat comes.

Here is a summary of some of the many strategies we need to teach our students and need to follow and reinforce ourselves. Remember, our behaviour must change with the weather conditions.

**Preparing for heat exposure:**

- Wear loose-fitting, light-colored clothing that is appropriate for hot weather.
- Stay hydrated (do not use thirst as an indicator, drink fluids even when not thirsty). Bring a water bottle, drink plenty of liquids, and provide access to water fountains/filling stations to students.
- Avoid high intensity physical activity and reduce all strenuous physical activities (Examples: lower aerobic activities/running, refrain from heavy lifting, etc.)
- Wet a cloth, bandana, or light scarf and wear it around your neck to keep cool. Dampen as needed.

**When Indoors:**

- The district will be turning on the ventilation system in the early morning hours to circulate the air inside the school and bring cooler outside air into the building.
- Close blinds on exterior windows to reduce the solar gain.
- If an outside door is available, consider keeping it open to maintain a draft and/or draw out hot air (unless doing so adds heat to the room).

- Open classroom windows (unless doing so adds heat to the room) and doors leading to hallways to draw in cooler air and to create air flow.
- Turn off all computers/workstations/appliances when not in use to reduce the heat load.
- Turn off light fixtures if natural light is sufficient.
- Move to a cooler area within the school or move outdoors in the shade (if feasible).
- Add a fan in the classrooms and work area to increase air flow. The air stream from a fan should be aimed away from peoples' faces. In addition, air should be preferably moved from higher places to lower places, when possible, instead of having strong airflow at breathing height.

#### **When Outdoors:**

- Plan outdoor activities during cooler parts of the day.
- Limit the time in direct sun.
- Seek out shaded areas.
- Continue hydration during periods spent outdoors.
- Wear sunscreen and a hat when outside in the sun.
- Lower activity level and avoid strenuous activity.

The district will monitor temperatures and if we are faced with a heat dome like the one several years ago, will provide us with further direction.

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

#### **i. General Account**

- Opening Balance: \$40,815.12
  - Paid bank monthly fee: \$12.00
  - Paid regular transaction fee: \$2.50
  - Paid \$1,710 to Hot lunch vender Carino
  - Paid \$1,768 to Hot lunch vender Fukuroku Sushi
  - Paid \$1,026.11 to Hot lunch vender Just Poke
  - Paid \$908.17 to sponsor the school jersey
  - Reimbursement to Hot lunch coordinator \$233.98
  - Reimbursement to Pheobe Li \$867.02
  - Deposit \$3169.88 from Hot lunch via Munch A Lunch's website
  - Received \$830 from vendors of Carnival event on June
- Planned expense: \$0

#### **ii. Gaming Account**

- Opening Balance: \$3,327.83
  - Received bank interest: \$10.44
- Planned expense: \$0

iii. **Fundraising Account**

- Balance: \$0

c) **Chair/ Vice Chair Sharing** (by Chair Phoebe Li)

i. **Spul'u'kwuks Summer Carnival Fair** – Saturday, June 14th, 2025, from 11:00 AM to 4:00 PM

**(1) Early Bird Family Game Pass:**

- **\$20 Early Bird Pass** available exclusively for **Spul'u'kwuks families** via Munch-a-lunch until June 13th, 2024
- **\$25 at the door** on the event day.
- Families will need to come to the PAC table on the day of the event to check in and receive a Game Pass Hand Stamp for game admission.

The school will promote this event on the newsletter and emails to parents.

**(2) Community Celebration Grant:**

We are excited to share that we've received the Community Celebration Grant and a generous contribution of \$1,094 to support our event!

**(3) Volunteers Needed:**

We are currently in the process of recruiting student volunteers, with the deadline set for the end of this week. After that, we will create an online sign-up form for parent volunteers. This form will be shared with the school to distribute to families.

We'll need parent volunteers to help make this event a success, and we're looking forward to creating a fantastic experience for our students, families, and the entire community!

**(4) Burnett Scholarship:**

The PAC will be providing a \$500 scholarship to a Burnett student who is also a Spul'u'kwuks alumni. It's a nice way for us to support one of our former students as they graduate and move on to their next chapter!

### **(5) Teachers' Wish List and Equipment Needs:**

During the administration report, Ms. Stapleton shared the current teachers' wish list. The PAC will review the requested items, assess the associated costs, and determine what we may be able to fund in support of these needs.

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

#### **i. D.A.R.E Program**

Some parents have inquired about whether the D.A.R.E. (Drug Abuse Resistance Education) program will be brought back to the school. Ms. Stapleton shared that this program was previously delivered by the RCMP. However, it is not a mandatory component of the curriculum as outlined by the school district. While the D.A.R.E. program focuses on educating children about drug resistance, decision-making, peer pressure, and making safe and responsible choices, the school has integrated similar learning outcomes into the current curriculum through alternative resources and approaches.

#### **ii. Primary Grade Playground**

Some parents have reached out to the PAC to ask whether the primary playground will be replaced, as it appears worn down. Ms. Stapleton clarified that the primary-grade playground is located on city-owned land and is not under the jurisdiction of the school district. As such, the responsibility for its maintenance and replacement falls to the City of Richmond.

The school has previously contacted the city regarding this issue but has not received a response. Ms. Stapleton will be following up again, and the PAC will also reach out to advocate for improvements on behalf of the school community.

**7. Next meeting:** Tuesday, June 24, 2025 at 9:30am

**8. Adjournment at 9:56 am**