

SPUL' U' KWUKS ELEMENTARY SCHOOL

Parent Advisory Council Meeting Minutes

家长咨询委员会 (PAC) 会议纪要

Tuesday, September 23, 2025

Present: (via Microsoft TEAMS online) (参与方式: 微软 Teams 线上)

Attendance: 出席人员

Present:

- Elaine Stapleton (校长 Principal)
- Colin Chan (副校长 Vice Principal)
- Phoebe Li (主席 Chair)
- Henry Fung (副主席 Vice-Chair)
- Tommy Yao (副主席 Vice-Chair)
- Marco Li (财务主管 Treasurer)
- Crystal Wu (秘书 Secretary)
- Nicole Zhou (执委 Member at Large)
- Regina Tam
- Fiona Gan
- Angran Li
- Cindy Cheng
- Kristy
- Ashley Dong
- Bolin' Mother
- Mag Chan

1. Land Acknowledgement 传统领地致谢

- 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.
- 我们谨此致谢并感谢使用 hən'qəminəm' 语言的第一民族人民。我们在其传统且未割让的领地上进行教学、学习与生活。

2. Call to Order 会议开始

- Meeting called to order at 9:32am, by Chair Phoebe Li

- 由主席 **Phoebe Li** 于 **上午 9:32** 宣布会议开始。

3. Amendments/ Approval of Agenda 议程修改与通过

- MOTION: To approve the agenda as presented. Moved: Nicole Zhou / Seconded: Henry Fung / Carried.
- **动议：** 按照提交版本通过会议议程。**提议：** Nicole Zhou / **附议：** Henry Fung / **通过。**

4. Review/ Approval of Minutes 会议记录审阅与批准

- MOTION: To approve the meeting minutes of June 24, 2025, as presented. Moved: Nicole Zhou / Seconded: Henry Fung / Carried.
- **动议：** 按照提交版本通过 **2025 年 6 月 24 日** 会议纪要。**提议：** Nicole Zhou / **附议：** Henry Fung / **通过。**

5. Reports 工作汇报

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

校方行政 (校长 Elaine Stapleton 报告)

i. **School Start-Up** 开学启航

- **New Staff 新员工：** Ms. Tilton (代替 Ms. Stephenson 全年休假)、Ms. Tam (六/七年级, 代替 Mrs. Paige 产假)、Ms. Lynda Lee (三/四年级)、Ms. Yuen (三/四年级, 代替 Ms. Lin 产假)、Ms. (Ruby) Rubinstein (资源教师, 代替 Ms. Wong 产假)、Ms. Leigh (兼职图书管理员)、Mrs. Bailey (教育助理)、Mr. So (午间监管员)、Ms. Hewamudalige (语言言语治疗师)、Ms. Jayarajah (辅导老师)、Mr. Chan (副校长)。
- We spent the first three days in last year' s classes while we confirmed enrollment for this year. We currently have 412 students in 17 classrooms. We were able to move to our new classes on Friday of the first week.
- 开学前三天, 学生暂在去年的班级等待学籍确认。目前共有 412 名学生、17 个班级, 并于第一周周五完成新班级编排。
- 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.

- 六/七年级领袖力会议：围绕“领导力、归属感、负责任使用科技、服务社群”等主题展开活动，学生并报名参与校内志愿者岗位。
- We have also had two assemblies: School Welcoming and Terry Fox and are busy preparing for next Monday's Truth and Reconciliation Assembly.
- 集会：已举行 新学年欢迎集会 与 Terry Fox 慈善集会；正积极筹备下周一的“真相与和解日”主题集会

ii. **Drop-off 汽车接送**

- Thank you to families for making their drop-off speedier in the morning! It is helping to keep traffic moving and appears to be less frustrating for families. Next up - being on time, safe pick-up, and using the crosswalk.
- 感谢各家庭加快早晨下车速度，明显改善交通流。下一步重点：**准时到校、安全接走，并规范使用人行横道。**

iii. **Emergency Drills 应急训练**

- We practice a range of drills including Fire, Earthquake, Hold and Secure, and Lockdown to make sure that if there ever were an emergency, our staff and students know how to respond in a safe and calm manner. We recommend that you have routines in case of an emergency at home, like an outdoor meeting place, so you know that everyone is out of the house. Also, be sure to have emergency supplies should there be an event like a major earthquake, as you will likely be on your own for days with no power or help.
- 我们会进行多种应急演练，包括**消防、地震、封控 (Hold and Secure) 和封校 (Lockdown)**，以确保一旦发生紧急情况，师生都能**安全、冷静地应对**。我们也建议家庭在家中建立应急流程，例如设定**户外集合点**，以便确认所有人已安全撤离。同时，请务必准备**应急物资**，因为若遇到如重大地震这样的事件，您和家人可能需要在没有电力和外部援助的情况下独自坚持数日。

iv. **Mural 壁画**

- Thank you to PAC for supporting the student mural project! All classes voted on the mural design and our Artist in Residence, Tarcila Neves, is overseeing the student work. The design connects to the mural at the front of the school as it reflects the bubbling water in the nearby river, which is what our school is named after. All students can take part in painting. When the mural is finished, it will be mounted at the back of the school for all to enjoy!

- 感谢 PAC 对学生壁画项目的支持！所有班级都参与了设计投票，由驻校艺术家 **Tarcila Neves** 指导学生创作。设计与校门口的壁画相呼应，寓意附近河流的“涌动之水”，也是学校名称的由来。全体学生都有机会参与绘制。壁画完成后将安装在学校后侧，供大家共同欣赏！

v. **Meet the Staff 教职工见面会**

- Thank you to all the families who were able to join us at Meet the Staff last week. We continued with a similar format to last year with having presenters share on two timely topics: Play (Dr. Megan Zeni) and Technology (Mr. Chris Loat). As an extension of the presentations last year, our presenters shared tips on what you can do as a family to ensure that your children are well-balanced and safe.
- 感谢上周参与“教职工见面会”的各个家庭。今年我们延续去年的形式，由嘉宾讲解两个及时主题：**游戏性学习 (Dr. Megan Zeni)** 和**科技使用 (Mr. Chris Loat)**。作为去年的延伸，嘉宾们分享了许多实用技巧，帮助家庭保障孩子的**全面均衡发展与安全成长**。

vi. **Newsletters/Email 校讯**

- 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.
- 校讯会在每周末发布，但偶尔可能会有一周没有校讯。请家长务必查阅校讯，以获取**重要和时效性信息**。同时，请确认学校邮件能顺利进入**收件箱**而非**垃圾邮箱**，以便及时掌握最新资讯。

vii. **Professional Days 教师专业发展日**

- We had our first Professional Day yesterday. The purpose of a Professional Day 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 yesterday, staff engaged in curriculum and assessment work, specifically in literacy.
- 昨天我们迎来了本学年的第一次**教师专业发展日**。设立专业日的目的，是让教职员在职业生涯中不断进行**个人与持续的成长**，以提升教育实践水平。培训机会可能在校内或校外开展，具体取决于关注的主题。昨天在学校，教师们专注于**课程与评估工作**，特别是**读写素养 (literacy) 方面的研究与提升。

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

个人设备在校使用：小学（幼儿园至七年级）

- As a reminder, the Ministry of Education does not permit the use of personal digital devices at school. This means that once a student arrives at school, they are not permitted to have a device. This includes after-school and evening/weekend events. Devices, if they must be brought to school, must be powered off for the whole day and not used until students leave the school. Students who need devices for educational use and have the need documented, will be able to use the device.
- 在此提醒：教育厅禁止学生在校内使用个人电子设备。这意味着，一旦学生进入校园，就不允许再使用任何设备。这一规定同样适用于课后活动、晚间或周末活动。如确需携带设备，则必须在校期间全程关机，直到学生离校方可使用。若因学习需要并有正式文件记录，学生可获准使用相关设备。
- 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.
- 学区重视学生、家长与教职员工之间的合作关系。为维持专注的学习环境，恳请家长/监护人不要在上課时间通过孩子的个人设备联系他们。如遇紧急情况，请直接联系学校办公室，由工作人员协助进行适当沟通。

ix. **School Story 学校故事**

- Our school story this year will have a literacy focus. The district has directed all schools to have either a literacy or numeracy focus for their goal. We will continue to focus on the important work of belonging and community, but our focus for sharing with families this year will be through the lens of literacy.
- 本学年的“学校故事”主题将以读写素养（literacy）为重点。学区已要求各校的目标需在读写或数理中进行选择。我们将继续推进归属感与社区建设这一重要工作，但今年对家庭的分享将主要通过读写素养的视角展开。

b) **Finance** (by Treasurer Marco Li) 财务（财务长 Marco Li）

i. **2024 – 2025 Year End Report 年度期末报告**

- **General Account** 一般账户

| | |
|-----------------------|-------------|
| Opening Balance: 期初余额 | \$23,094.07 |
| Ending Balance: 期末余额 | \$28,484.92 |
| Money In: 入账 | \$46,865.62 |
| Money Out: 支出 | \$41,474.77 |

| | |
|---|-------------|
| Hot Lunch Income: 收入 | \$34,492.67 |
| Hot Lunch Expense: 支出 | \$27,162.85 |
| Hot Lunch Margin: 毛利率 | 21.3% |
| Hot Lunch as % of Total Income: 占总收入比例 | 73.6% |
| Hot Lunch + Libby' s Donation as % of Total Income: 含 Libby' s 捐赠的比例 | 83.5% |

○ **Gaming Account 博彩帐户**

| | |
|-----------------------|------------|
| Opening Balance: 期初余额 | \$11.11 |
| Ending Balance: 期末余额 | \$6.26 |
| Money In: 入账 | \$8,064.53 |
| Money Out: 支出 | \$8,058.27 |

○ **Summary of All Accounts 账户汇总**

| | |
|----------------------|-------------|
| Total Money In: 总入账 | \$54,930.15 |
| Total Money Out: 总支出 | \$49,533.04 |
| Total Surplus: 结余 | \$5,397.11 |

ii. **Current School Year Budget Planning 本学年预算规划**

○ **Income forecast 收入预测**

| | |
|---|-------------|
| Opening Balance (General): 账户期初余额 (一般账户) | \$28,484.92 |
| Gaming Grant (Gaming): 社区博彩补助金 (博彩帐户) | \$8,000 |
| Money In (forecast): 预计入账 | \$48,000 |
| Target Ending Balance: 目标期末余额 | \$10,000 |

- **Future Expenditure 拟定支出**

| | |
|-------------------------|----------|
| Technology Fund: 科技基金 | \$10,000 |
| Teacher Wishlist: 教师心愿单 | \$5,000 |
| Classroom Funds: 班级经费 | \$9,800 |
| Mural: 校园壁画 | \$6,000 |
| Others: 其他支出 | \$10,000 |
| Total: 合计 | \$40,800 |

- To bring down the surplus, we will be able to spend \$10,000 to \$15,000 more than last year, assuming income stays the same.
- 为降低结余，在收入持平的假设下，本学年将比去年**多支出 \$10,000 至 \$15,000。**

c) Chairs Report (by Chair Phoebe Li) 主席报告(主席 Phoebe Li)

i. Primary Playground Upgrade Advocacy 操场升级倡议

Over the summer, the chair followed up with Councillor McNulty about our primary playground upgrade. He has committed to bringing our request forward to both the Parks Committee and the joint School/City Liaison Committee. We have sent another follow-up this month, and Councillor McNulty has informed me that the Parks Staff will reach out to me directly.

暑期主席已就低年级操场升级事宜与市议员 McNulty 跟进。他承诺将在公园委员会与市/校联合联络委员会上提出我们的诉求。本月我们再次发出跟进，McNulty 市议员已告知公园部门将直接与主席联系。

ii. Traffic Committee Transition 交通委员会交接

We would like to thank Vivienne and the parent volunteers who have led the Traffic Committee in past years — their work on drop-off and pick-up safety has been invaluable. This year, Vivienne is unable to continue, so we’ re looking for new volunteers. Two parents have already stepped up, which means we just need a few more to complete the team.

感谢 Vivienne 及以往家长志愿者在上下学安全方面的付出。今年 Vivienne 无法继续担任，我们已有两位家长报名，但仍需更多志愿者加入团队。

iii. **Welcoming Our New Newsletter Editor - Amelia Wang**
欢迎我们的新通讯编辑——Amelia Wang

We are very pleased to welcome Amelia Wang as our new Newsletter Editor. Amelia has already begun translating the school newsletter and sharing it with families. Our hope is that this ongoing work will help keep more families informed and connected to what's happening at the school and through PAC. We're so grateful to have her support in making communication more accessible for everyone.

热烈欢迎 Amelia Wang 成为新的通讯编辑。她已开始翻译并分享校讯，帮助家庭及时了解学校和 PAC 的最新动态。

iv. **Committee Updates 委员会更新**

This year, one of the PAC's biggest goals is to gather more families to be involved in ways that feel meaningful and doable for them. To support this, we set up a few committees that focus on different areas.

今年，家长咨询委员会（PAC）的主要目标之一是吸引更多家庭以他们觉得有意义且可行的方式参与进来。为此，我们设立了几个专注于不同领域的委员会。

- **Community Resource Committee:** This committee shares helpful information and resources with families — from community programs to workshops and services that can make day-to-day life easier. We are happy to have **Mia Kawai** step in to lead this committee. One highlight is *FamilySmart*, an organization that supports the mental health of children and youth by working alongside families. FamilySmart will also be our guest speaker at the October PAC meeting.
- **社区资源委员会：**该委员会会与家庭分享有用的信息和资源——从社区项目到讲座和各类能让日常生活更便利的服务。我们很高兴由 **Mia Kawai** 担任该委员会的负责人。值得一提的是 FamilySmart，这是一个与家庭合作、致力于支持儿童和青少年心理健康的组织。FamilySmart 也将作为嘉宾出席我们十月的 PAC 会议。
- **Lunar New Year & Lion Dance Committee:** This group helps bring our community together to celebrate Lunar New Year traditions, including the Lion Dance. These events allow our students to experience cultural diversity and give families a chance to connect

and celebrate together. We are happy to share that **Regina Tam** will be taking the lead on this committee.

- **农历新年与舞狮委员会**：该小组协助社区共同庆祝农历新年传统活动，包括舞狮表演。这些活动不仅让学生们亲身体验文化多样性，也为家庭创造了交流与共同庆祝的机会。我们很高兴地宣布，由 **Regina Tam** 担任该委员会负责人。
- **Constitution and Bylaw Committee** – We have reviewed our current PAC Constitution and Bylaws, and it feels like the right time for an update. This committee will give parents the opportunity to be part of the review and refresh process. This committee will draft updates for the PAC Executive to review and then share them with all families for input and approval. We are happy to have **Paul Milaire** step in to lead this important work.
- **宪章与章程委员会**：我们已经审阅了现行的 PAC 宪章和章程，觉得现在是进行更新的合适时机。该委员会将为家长们提供一个参与审查和改进的机会。委员会将起草更新内容，由 PAC 执行委员会审阅后，再与所有家庭分享以征求意见并最终通过。我们很高兴由 **Paul Milaire** 牵头负责这项重要工作。

By joining a committee, families can contribute their time and skills in ways that strengthen our community and make our school even better.

通过加入委员会，家庭可以用自己的时间和技能来为社区贡献力量，共同让我们的学校变得更加美好。

v. **PAC Community WhatsApp Group PAC 社区 WhatsApp 群组**

We have created a PAC Community WhatsApp group to make it easier for families to connect and access all PAC sub-groups (committees, events, etc.) in one place. Parents can browse and join the groups that interest them, helping us keep communication more organized and accessible.

我们已经创建了一个 **PAC 社区 WhatsApp 群组**，让家庭能够更方便地联系，并在同一个平台访问所有 PAC 的子群组（如各类委员会、活动等）。家长们可以浏览并加入自己感兴趣的群组，从而帮助我们让沟通更加有序，也更容易获取信息。

vi. **Burnett Secondary Robotics Team 中学机器人团队**

We have also been approached by the Burnett Secondary Robotics Team, who are interested in offering an information and presentation session for our Grade 6 and 7 students. This would give students a hands-on opportunity to explore what robotics is all about. As the PAC has already heard from families about interest in having robotics at our school, this will be a great way to gauge enthusiasm and see if there's strong interest from both students and teachers. Our school administration is currently looking into the logistics to see if they are able to accommodate this session.

我们也收到了来自 Burnett 中学机器人团队的邀请，他们希望为六、七年级的学生举办一场信息分享和展示活动。这将为学生们提供一个亲身体验的机会，让他们了解机器人相关的知识与实践。由于 PAC 已经收到不少家庭表达过对在学校开设机器人活动的兴趣，这次活动将是一个很好的机会来观察学生和老师的热情度，了解是否有较强的需求。学校行政团队目前正在研究相关的后勤安排，以确定是否能够促成这次活动。

d) New Business (by Vice Chair Henry Fung) 新议题 (副主席 Henry Fung)

i. PAC Website 家长咨询委员会 (PAC) 网站

We are very excited to share that our PAC will be launching a **new website** this year!

The site will serve as a **central hub** where parents can:

我们非常高兴地与大家分享，今年 PAC 将会推出一个**全新的网站**！该网站将成为一个信息中心，家长们可以在这里：

- Find PAC news, meeting minutes, and resources
- 查找 PAC 新闻、会议记录和相关资源
- Learn about volunteer opportunities and open positions
- 了解志愿者机会和空缺岗位
- Stay informed about upcoming events and programs
- 随时掌握即将举行的活动和项目动态

Our hope is to make volunteering equitable and accessible for all families by offering different ways to get involved that match the individual interests, skills, and

availability. Whether you can give a little time or a lot, there will be a place for everyone to contribute.

我们的目标是通过提供多样化的参与方式，让所有家庭都能根据自身兴趣、技能和时间安排，公平且方便地参与进来。无论您能投入的时间多或少，都能在这里找到发挥作用的空间。

The website will also be viewable in Chinese, both traditional and simplified. So that we can make information more accessible for our diverse community. This new site will replace our Facebook page. It will become a central hub for families to stay connected and informed.

此外，网站还将支持中文（**繁体和简体**）浏览，以便让我们多元化的社区获取信息更加便利。新网站将取代我们的 Facebook 页面，成为家长保持联系和了解信息的核心平台。

In addition, the website will feature a **Fundraising Partner section**. We are excited to announce our first partner, Eyelumia. One of our Spulu' kwuks families is the founder of Eyelumia. They will be donating \$30 to the PAC for every light purchased. Many of our families already use these lights at home, and this partnership gives us another meaningful way to raise funds while also supporting a family-owned business in our community.

同时，网站还将设立一个 **筹款合作伙伴** 专栏。我们很高兴地宣布首个合作伙伴——Eyelumia。这是一家由我们 Spulu' kwuks 学生家庭创办的企业。每售出一盏灯，Eyelumia 将向 PAC 捐赠 30 加元。许多家庭已经在家中使用过这些灯，这一合作不仅帮助我们筹集资金，也同时支持了我们社区内的家庭企业。

We also have Bubbling Water Eagle, a special design created by one of our own Spul' u' kwuks parents who is one of our PAC Executives. The Bubbling Water Eagle design first appeared on products such as shirts, stationery, and accessories at our Summer Carnival and was warmly received by families. **20% of all sales will go directly to support PAC initiatives**, helping us fund programs and activities for our students.

我们还有 “Bubbling Water Eagle”（涌泉之鹰），这是由我们 Spul' u' kwuks 一位家长（同时也是 PAC 执行成员）亲自设计的特别作品。该设计最早出现在夏季嘉年华的商品上，例如 T 恤、文具和配饰，并且受到了家庭们的热烈欢迎。所有销售额的 **20% 将直接用于支持 PAC 的各项计划**，帮助我们为学生筹集资金，开展更多有意义的项目和活动。

ii. **Hot Lunch Program 热午餐计划**

The Hot Lunch Program will officially start on **October 6**. Ordering will open this week.

This year, we' ll have **five vendors**:

热午餐计划将于 **10 月 6 日正式启动**，本周将开放订购。今年我们将有**五家供应商**：

- Carino
- Fresh Slice
- Just Poke
- Fukuroku
- **New:** TTOP (Taiwanese cuisine) – our Hot Lunch team is trying this vendor for the first term and will evaluate if it becomes a long-term option.
- 新增：TTOP（台式料理）——这是热午餐团队首次尝试该供应商，第一学期后将进行评估，以决定是否长期合作。

iii. **Family Photo Night 家庭摄影之夜**

Family Photo Night is scheduled for **Nov 13 & 14**. The coordinator will be sharing more details soon, along with sign-up links.

家庭摄影之夜定于 **11 月 13 日和 14 日举行**。协调人将很快分享更多详情以及报名链接。

iv. **Winter Poster Contest 冬季海报比赛**

The contest will run from **Nov 12 to Nov 21**. The winner will be announced by the school during the **Winter Celebration**.

比赛时间为 **11 月 12 日至 11 月 21 日**。获奖者将在 **冬季庆典**上由学校公布。

v. **Winter Celebration 冬季庆典**

PAC will be **supporting the school** by helping to welcome families as they spend time in their children' s classrooms before the concert. We will also be providing **tea and coffee** to create a warm, welcoming atmosphere. In addition, we will be calling out for **parent volunteers** to help us on that day.

PAC 将协助**学校欢迎家庭**，陪伴他们在音乐会开始前与孩子们在教室里共度时光。我们还将提供**茶和咖啡**，营造一个温馨、友好的氛围。此外，我们也会向家长发出志愿者招募，邀请大家在当天伸出援手。

vi. Lunar New Year Celebration 农历新年庆祝活动

We are in the process of booking the **Lion Dance performance**. More details will be shared once confirmed. (Target date: **Feb 2026**).

我们正在预订 **舞狮表演**。更多细节将在确认后公布。(预计日期: **2026 年 2 月**)

vii. Summer Carnival 夏日嘉年华

The Summer Carnival will take place on **Saturday, June 13, 2026, from 11:00 am to 3:00 pm**. Volunteer sign-up will be coming out next year, and we will need everyone's help and support to make this a successful community event. More details will follow as we get closer to the date.

夏季嘉年华将于 **2026 年 6 月 13 日 (周六) 上午 11 点至下午 3 点举行**。志愿者报名将在明年开放, 届时我们需要大家的帮助与支持, 让这场活动成为一次圆满的社区盛会。更多详情将在日期临近时公布。

6. Other and sharing: 其他

Nil

7. Next meeting: Tuesday, October 21, 2025 at 9:30am

下次会议时间: 2025 年 10 月 21 日 (星期二) 上午 9:30

8. Adjournment at 10:09 am

会议结束时间: 上午 10:09