

SPUL'U'KWUKS ELEMENTARY SCHOOL

Parent Advisory Council Meeting

Minutes

Tuesday, October 21, 2025

Present: (via Microsoft TEAMS online)

Attendance:

Present:

- Elaine Stapleton (Principal)
- Colin Chan (Vice Principal)
- Phoebe Li (Chair)
- Henry Fung (Vice-Chair)
- Tommy Yao (Vice-Chair)
- Marco Li (Treasurer)
- Crystal Wu (Secretary)
- Nicole Zhou (Member at Large)
- Mag Chan
- Paul Milaire

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 9:31am, by Chair Phoebe Li

3. Amendments/ Approval of Agenda

- Amendment: Under New Business, item 7(a) – Family Smart – Guest Speaker: Vivian Hsu – was updated. Vivian Hsu was unable to attend the meeting due to a last-minute work emergency and will join the November PAC meeting instead.
- MOTION: To approve the agenda as amended.
- Moved: Marco Li / Seconded: Crystal Wu /Carried.

4. Review/ Approval of Minutes

- MOTION: To approve the meeting minutes of September 23, 2025, as presented.
Moved: Marco Li / Seconded: Crystal Wu /Carried.

5. Reports

a) Administration (by Principal Mrs. Elaine Stapleton)

i. Mural Update

- Students have completed the painting of the mural and it is mounted at the back of the school. Mr. Milks and some of his students have created music to go along with the animation of the mural, which is the next step. There will be signage with QR codes so that community members can bring the mural to life with their phones. There will also be QR codes linked to the mural at the front of the school for the mural there to give a history of the importance of our place.

ii. Robotics

- Our Gr. 5/6 class and four Gr. 6/7 classes have signed up for the Burnett Robotics club to do a workshop with them. We are waiting to hear about possible dates.

iii. Technology

- We are so thankful for the \$10,000 from PAC towards the purchase of technology! After meeting with the technology committee, we are purchasing five laptops to replace “end of life” devices that were removed from our cart over the summer. Our plan is to purchase iPads with money from our school budget.

iv. Pocket Forest Update

- We would like to thank our families that volunteered to water the Pocket Forest over the summer. Watering is critical over the first year of planting and we appreciate your efforts to help us! The next step is to have signage created and installed to help the community understand the importance of the forest. There are two parts to this step. The first is a sign installed on City property right by the forest to explain what the forest is. The second is the installation of a covered outdoor message board on school property for us to share information about our reconciliation and environmental work. This structure will allow us to change and update the information over time. Our staff are hoping that PAC might be able to provide some financial support for the board on school property.

v. **Cross Country Fun Run**

- This year's Fun Run is on Wednesday, October 29 at Garry Point. Interested students have been practicing their long-distance running and are ready to participate. Notices have gone home with those students. Please note that as the event is after school, families of participants are responsible for picking up their children from school, driving them to Garry Point, staying with their children at the event, and taking them home afterwards. This event is on one of our conference days, but there will be volunteer staff from Spul'u'kwuks present.

vi. **Professional Days**

- This **Friday, October 24** is a Provincial Professional Day. On this day, teachers across the province participate in learning activities offered by a variety of specialist associations. They sign up for conferences and workshops that are offered across the Lower Mainland. There is no school for students on Friday.
- Also, **Monday December 1** is a Professional Day. Schools were able to select from two days at the end of November and beginning of December. We realize this day is in our final week of school. In selecting this date, we are able to work with colleagues throughout the District and participate in workshops, which we would not have been able to do by selecting the day in the previous week.

vii. **Conferences**

- Next week, on Wednesday and Thursday, October 29 and 30, all students will be dismissed at 1:45 (both days) for Conferences. We encourage all parents to sign up to have a conversation with their child's teacher to hear about their initial Language Arts, Math, and Behaviour progress.

viii. **D.A.R.E. Program**

- We have had questions about the D.A.R.E. program from parents. D.A.R.E. was once mandatory in the district, but as the topics are included in the Physical and Health Education curriculum, teachers are required to address the topics as part of that area of learning. It does not need to be taught as a separate program, such as D.A.R.E., and can be addressed in different ways throughout the year. D.A.R.E. is no longer mandatory. D.A.R.E. is offered to teachers who teach Gr. 5/6 classes, but they are not required to address the topics through the program. This year, our Gr. 5/6 teacher is having the D.A.R.E. program in the classroom. The focus of the program is now on problem solving, teaching students how to assess situations they may encounter in their lives and how to make good decisions.

ix. **Halloween**

- Next Friday is Halloween at Spul'u'kwuks! Students who observe the day are welcome to wear their costumes to school. We will be having an assembly in the morning that will include a primary costume parade in the gym, a dance performance, some Halloween safety tips thinking about Care for Self, Others, and Place, and the winner of the pumpkin challenge (guessing the weight of the pumpkin). Don't forget that weapons cannot be brought to school as part of costumes, and costumes must be appropriate for all of our students to see. We will be inviting students from the newly opened Connections Childcare to join us.

x. **Remembrance Day**

- Monday, November 10 will be our Remembrance Day Assembly. All divisions will gather in the gym to learn more about the history of the day and its importance to us as Canadians and others around the world. Any students who participate in Cubs, Scouts, Guides, etc. are welcome to wear their uniforms and be part of the flag procession at the beginning of the ceremony. The school will be closed on Tuesday, November 11.

xi. **Report Cards**

- Report Cards will be available online on Tuesday, December 2nd. All families will receive an email saying that they can access the reports. It is very important that parents/guardians read the reports and understand the Performance Scale. We do not use letter grades. The Performance Scales instead describe the learning shown by each student and are not equivalent to letter grades.

xii. **Winter Concert**

- We are busy planning for our Winter Concert, which will be held on Thursday, December 4th. We will hold a parent performance at 9am on that day and we hope that you will be able to attend! In the afternoon, we will have a school assembly so that all our classes will be able to see each other's performances.

b) Finance (by Treasurer Marco Li)

i. **General Account**

- Balance: \$18,022.39.
 - Expenses:
 - website setup fee \$1,500
 - website monthly maintenance fee \$150
 - Mural \$6,000
 - Technology fund \$10,000
 - Income: Hot Lunch \$8,000
- Planned future expense: Classroom fund \$10,000

ii. **Gaming Account**

- Balance: \$ 6.28
- No planned expenses

iii. **Fundraising Account**

- Balance: \$0
- No planned expenses

iv. **Updates on the Gaming Grant:**

- The PAC missed this year's Gaming Grant submission deadline due to a misunderstanding about the timing. Since our school year extends into July, the application was submitted in July instead of June, which fell outside the official window. As a result, we may not receive the Gaming Grant funds for this year.
- The PAC will be submitting a letter to Community Gaming Grants Branch requesting reconsideration, with support from School Administrator, who will provide a letter from the school explaining our unique school calendar. The letter will also outline how the grant funding would directly benefit our students and school community. The PAC will ensure future submissions are completed before the June deadline moving forward.

c) **Chairs Report** (by Chair Phoebe Li)

i. **Primary Playground Update**

- Councillor McNulty has provided me with an update that the playground is scheduled for replacement and upgrades in 2027. As part of this process, a capital funding request will go forward in the City's 2026 year-end budget. Once the budget is approved, the City will connect with the community, the school, and our PAC to be part of the planning process.

ii. **New Fundraising Partner - Moonba**

- We're excited to share that Moonba.ca, a luggage and travel accessories website founded by one of our Spul'u'kwuks parents, is joining us as a fundraising partner. Families will receive a \$40 credit with a promo code to use on their site, and Moonba will be donating \$30 to the PAC for every item purchased. This partnership gives us another meaningful way to raise funds while also supporting a family-owned business in our community. The fundraiser will be available directly through our PAC website.

iii. **RDPA-sponsored Food Safety Certification Program**

- The District PAC (RDPA) is sponsoring one Food Safety Certification course per school. This means one parent per school can take the course at no cost.

iv. **Committee Updates**

- The SPAC has many different PAC committees that parents can join and help out with. Whether it's fundraising, community resources, Lunar New Year, or others, there are lots of ways to get involved. All the details are on our PAC website. Every bit makes a difference, and we'd love to have more voices and ideas at the table.

d) **New Business**

- **Guest Speaker from Family Smart:** Postponed to November PAC meeting due to work emergency.

6. Other and sharing:

a) **Robotics Program**

- A parent inquired about opportunities for younger students (grades below 6) to engage with robotics.
- Currently, the Burnett Robotics team workshops are only offered for grades 6–7 at the school, focusing on classroom-based activities using robotics kits and materials.
- The school acknowledged that these workshops are not suitable for younger grades due to the complexity of the curriculum and materials. Space limitations would also need to be considered.
- A parent suggested some age-appropriate programs for younger students, including FIRST LEGO League (FLL) and VEX.
- The school administrator offered to assess interest among families and staff and explore the possibility of establishing a voluntary after-school robotics club for younger students.

7. Next meeting: Tuesday, November 18, 2025 at 9:30am

8. Adjournment at 10:11 am