

SPUL'U'KWUKS ELEMENTARY SCHOOL

Parent Advisory Council Meeting

Minutes

Wednesday, March 18, 2026

Present: (via Microsoft TEAMS online) 出席人员：（通过 Microsoft Teams 在线参加）

Attendance: 出席情况：

Present: 出席名单：

- Elaine Stapleton (Principal) (校长)
- Colin Chan (Vice Principal) (副校长)
- Phoebe Li (Chair) (主席)
- Tommy Yao (Vice-Chair) (副主席)
- Marco Li (Treasurer) (财务)
- Crystal Wu (Secretary) (秘书)
- Sonia
- YQ

1. Welcome and Land Acknowledgement 欢迎及土地致谢

- We would like to acknowledge and give thanks to the First Peoples of the hən̓q̓əmin̓əm language group, on whose traditional and unceded territories we teach, learn and live. 我们谨向使用 hən̓q̓əmin̓əm 语言的原住民致以感谢和致敬，我们在其传统且未被割让的土地上学习、教学和生活。

2. Call to Order 会议开始

- Meeting called to order at 6:31pm, by Chair Phoebe Li
会议于下午 6:31 由主席 Phoebe Li 宣布开始。

3. Amendments/ Approval of Agenda 议程修改/批准

- MOTION: To approve the agenda as amended. Moved: Crystal Wu / Seconded: Marco Li / Carried. 批准经修改后的会议议程。提出：Crystal Wu / 附议：Marco Li / 表决通过。

4. Review/ Approval of Minutes

- MOTION: To approve the meeting minutes of February 11, 2026 as presented. Moved: Crystal Wu / Seconded: Marco Li / Carried.
- 动议：批准 2026 年 2 月 11 日会议纪要（按原内容）。提出：Crystal Wu / 附议：Marco Li / 表决通过。

5. Reports 报告

a) Administration (by Principal Mrs. Elaine Stapleton)

校方报告（由校长 Elaine Stapleton 汇报）

i. Student Washroom 学生洗手间

- Student Washroom use has been concerning, with behaviours that do not show Caring for Others or Place. An email has gone home to all families outlining the behaviour and asking families to review the expectations with their children at home. Our Me to We leadership group is planning an education campaign to share with all students to promote proper use of our shared washrooms so that all students have access to a clean space. Thanks to Mrs. Myers and Mrs. Toy for their sponsorship of the Me to We group.
- 学生洗手间的使用情况令人担忧，部分行为未体现出对他人及公共环境的尊重。学校已向所有家庭发送邮件，说明相关行为问题，并请家长在家中与孩子一起重温相关行为要求。我们的 Me to We 学生领导小组正在筹划一项面向全体学生的教育活动，倡导正确使用共用洗手间，确保所有学生都能使用整洁的空间。感谢 Myers 老师和 Toy 老师对 Me to We 小组的支持。
- Parent Feedback & School Response: 家长反馈与学校回应：
 - Parents shared concerns about the cleanliness of the school washrooms and how it is affecting students. Some children are even trying to avoid using the washrooms at school unless necessary.
 - 家长表达了对学校洗手间卫生状况的担忧，并指出这一问题已对学生造成影响。一些孩子甚至在非必要情况下尽量避免在学校使用洗手间。
 - Parents also asked: 家长还提出了以下问题：
 - Whether the school is doing any monitoring or checks to see if things are improving
 - 学校是否有进行监测或检查，以了解情况是否正在改善。
 - If there will be updates on progress
 - 学校是否会就改善进展提供后续更新。
 - Whether there are best practices from other schools that could be considered
 - 是否有其他学校的有效做法可以参考。
 - School Response:
 - The school is currently planning a student-led awareness initiative (through the Me to We group), hoping that students can positively influence one another and promote proper washroom use.
 - 学校目前正计划通过 Me to We 小组推动一项由学生主导的宣传倡议，希望学生之间能够互相产生积极影响，促进正确使用洗手间。

- Some measures already in place include:
目前已实施的措施包括：
 - Limiting washroom use to one student at a time where possible
在可行的情况下，限制每次仅一名学生使用洗手间。
 - Increasing regular monitoring and checks
加强日常巡查与检查。
- Next Steps:
 - The school will review the impact after the initiative is launched and will share updates after Spring Break or at upcoming assemblies.
学校将在该倡议实施后评估其效果，并于春假后或在接下来的集会上通报最新进展。
 - If the situation does not improve, additional measures may be considered (such as closer tracking and follow-up).
如果情况没有改善，学校将考虑采取进一步措施（例如更密切的追踪与后续跟进）。
- Additional Notes: 补充说明：
 - The school mentioned that this level of issue is not commonly seen in other schools.
学校表示，这种程度的问题在其他学校中并不常见。
- Moving forward, the focus will be on:
- 接下来工作的重点将包括：
 - Student education 学生教育
 - Parent support at home 家长在家庭中的配合与支持
 - Gradual, step-by-step improvement 循序渐进、逐步改善

ii. Report Cards 成绩单

- Report Cards will be released online after school on Monday, March 30. Our “access rate” from Term 1 was 71%, meaning that not all families are reading the reports. With the support of PAC, we would like to get that to 100% this term! Information is being sent home to families about how to see the reports. We suggest that parents and guardians download the report, as it is only available online for a few weeks.
- 成绩单将于 3 月 30 日（星期一）放学后在线发布。第一学期的“查看率”为 71%，这意味着并非所有家庭都查看了成绩单。在 PAC 的支持下，我们希望本学期将这一比例提升至 100%。学校将向家庭发送如何查看成绩单的相关说明。建议家长下载成绩单，因为该报告只会在网上开放几周时间。

iii. Rummage Sale 义卖活动

- Thank you to all the parent volunteers who supported the Rummage Sale! Your efforts helped to get the event set up and taken down in record time, and your selling throughout the day make the sale a success. We also appreciate the work from Mrs. Shackles, Ms. Rakhra, and their classes. Thanks to all involved!

- 感谢所有参与并支持本次义卖活动的家长志愿者！大家的努力使活动在极短时间内完成布置和撤场，同时全天的销售也让本次义卖取得成功。同时也感谢 Shackles 老师、Rakhra 老师及其班级的支持与付出。感谢所有参与其中的人员！

iv. **Basketball season 篮球赛季**

- Basketball season wrapped up with the Burnett Breakers Jamboree last week. Thank you to our coaches (Ms. Rakhra, Mr. West, and Ms. Yuen) and our parent/guardian drivers for their time and support. Our students have had a great season thanks to all who have pitched in!
- 篮球赛季已于上周在 Burnett Breakers Jamboree 活动中圆满结束。感谢我们的教练（Rakhra 老师、West 老师、Yuen 老师）以及家长司机们的时间与支持。在大家的共同努力下，学生们度过了一个非常精彩的赛季！

v. **Talent Show 才艺表演**

- The Talent Show is scheduled for our last week of school. Thank you to all the students who submitted their applications and tried out for the show. We are impressed by the many skills of our students! Families of the performers are invited to watch their children perform. A large group of staff has helped to make this show possible. Thank you to Ms. Chen for spearheading the event with support from Mr. Brockington, Ms. Hwu, Ms. Lucy Lee, Mrs. Luick, Mr. Milks, Ms. Rakhra, Ms. Watanabe.
- 才艺表演安排在学期最后一周举行。感谢所有提交申请并参与选拔的学生。学生们展现出的多样才艺令人印象深刻！表演学生的家长将被邀请前来观看孩子的演出。许多教职员工共同努力，促成了本次活动的顺利开展。感谢陈老师牵头组织本次活动，同时感谢 Brockington、Hwu、Lucy Lee、Luick、Milks、Rakhra、Watanabe 等老师的支持。

vi. **Track Meet 田径运动会**

- Our Track Meet is taking on a new format this year. The meet will be in a field trip format this year, with all students in Grades 4-7 attending. Students will rotate through all the events with an adult and will have the choice to join either the “Open Recreational” or “Open Competitive” options. The meet is scheduled for Wednesday, May 27th at Minoru. We will need drivers to drop off and pick up all our Intermediate students! If you are volunteering to drive students in addition to your own child(ren), volunteer driver paperwork must be in place.
- 今年的田径运动会将采用新的形式。本次活动将以校外活动形式进行，4 至 7 年级学生全部参加。学生将在成人带领下轮流参与各项项目，并可选择参加“开放体验组”或“开放竞技组”。活动将于 5 月 27 日（星期三）在 Minoru 举行。我们需要家长志愿者负责接送所有中年级学生。如果您除了接送自己的孩子外还要接送其他学生，则必须提前完成志愿者司机相关手续。

vii. **Safety Procedures and Emergency Preparedness 安全流程与应急准备**

- As you are aware, the recent incident in Tumbler Ridge has shaken communities in BC. Our school district has done a review of safety procedures with administrators, and we have also reviewed the procedures with staff to ensure that we are well prepared for any kind of emergency. The district shared a document called, “A Parent/Guardian Guide to Emergency Preparedness” (as attached). We will review it at this meeting and send it home again to families.
- 正如大家所知，近期发生在 Tumbler Ridge 的事件对 BC 省社区造成了影响。学区已与管理层一起重新审查安全流程，同时学校也与教职员工进行了复盘，以确保能够充分应对各类紧急情况。学区还分享了一份名为《家长/监护人应急准备指南》的文件（见附件）。该文件将在本次会议中进行说明，并会再次发送给各家庭。

b) **Finance Report (presented by Treasurer Marco Li)**

财务报告（由财务 Marco Li 汇报）

i. **General Account 一般账户**

- Opening Balance: \$17,813.42 期初余额：\$17,813.42
- Closing Balance: \$16,070.23 期末余额：\$16,070.23
 - Income: 收入：
 - Munch a Lunch 午餐项目收入 \$2,094.22
 - Net Income for Rummage Sale 义卖净收入\$1,368.8
 - Income 其他收入 \$1,888.8
 - Expense 支出 \$120 (Henry’s inventory)
 - Expense 支出 \$400 (Money Float)
 - Lion Puppet Workshop 舞狮手工活动: \$440
 - Expenses 支出:
 - Hot lunch payment 午餐支出: \$4,131.15
 - Website 网站费用: \$150
 - Lion Puppet Workshop 舞狮手工活动费用: \$440
 - Lion Dance 舞狮表演费用: \$900
 - Planned expenses 计划支出:
 - Spul’u’kwuks 25th Anniversary T-Shirt Printing: \$3015
 - Spul’u’kwuks 25 周年纪念 T 恤印制：\$3015
 - Grade 7 Farewell: \$975 (\$15/student – total of 65 students)
 - 七年级毕业活动：\$975（每位学生\$15，共 65 名学生）
 - Burnett Scholarship: \$500
 - Burnett 奖学金：\$500
 - Parent/ Volunteer Appreciation: \$300
 - 家长/志愿者感谢活动：\$300

- School Staff Appreciation: \$650
- 教职员工感谢活动：\$650
- Staff funding request for term 3: \$2,500
- 第三学期教职员工经费申请：\$2,500
- Website maintenance increase from \$150 to \$180 starting next month
- 网站维护费用将从下月起由\$150 提高至\$180

ii. **Gaming Account** 博彩账户

- Balance 余额: \$ 6.31

iii. **Fundraising Account** 筹款账户

- Balance 余额: \$0

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

i. **Lion Puppet Workshop** 舞狮手工活动

- The Lion Puppet Workshop had a great turnout, with around 20 families joining us. It was busy, but in a good way, and it was nice to see families connecting. We also had some teachers come by to support the event, which was really appreciated. This is exactly the kind of community-building event PAC hopes to continue offering, so we'll be looking into more of these.
- 舞狮手工活动参与度很高，大约有 20 个家庭参加。现场虽然忙碌，但氛围很好，也很高兴看到家庭之间的互动与交流。也有一些老师到场支持活动，这一点非常令人感激。这正是 PAC 希望持续举办的社区互动活动类型，未来我们也会继续探索类似活动。

ii. **Rummage Sale Recap** 义卖活动总结

- The rummage sale was a huge success. Thank you to everyone who helped make it happen. We have raised a total of \$1,368.80.
- A very special thank you to Mrs. Shackles' class. Her intermediate students helped with sorting, pricing, and selling the items. It was wonderful to see the students involved and taking ownership of the event. Several PAC parent volunteers also shared how much they enjoyed working alongside the students. Thank you as well to Ms. Rakhra's class for helping with the selling. The PAC really wants to acknowledge the students' effort, teamwork, and collaboration. One of the highlights was seeing the students pivot and come up with the idea of blind boxes to help generate more sales. It was such a creative idea and worked well.
- Thank you to all the PAC parent volunteers who came out to support the event. It was nice to see students, parents, and PAC members working together.
- 本次义卖活动非常成功。感谢所有参与并促成活动的人。特别感谢 Shackles 老师的班级。她的中年级学生参与了物品分类、定价和销售工作。看到学生

积极参与并承担责任，非常令人欣慰。多位 PAC 家长志愿者也表示非常享受与学生一起合作的过程。也感谢 Rahkra 老师的班级参与销售工作。PAC 特别肯定学生们的努力、团队合作和协作精神。其中一个亮点是学生灵活应变，提出“盲盒”创意来提升销售额。这个创意非常有想法，而且效果很好。感谢所有到场支持活动的 PAC 家长志愿者。看到学生、家长和 PAC 成员共同合作的场面非常温馨。

iii. **Krispy Kreme Fundraiser 甜甜圈筹款活动**

- Our Krispy Kreme fundraiser is now open for pre-orders through Munch-A-Lunch. This will help fund the 25th Anniversary T-shirts for students and staff. Orders close March 27, and pick-up will be on April 2 from 2:45 to 3:15 PM at the Primary Playground. We'll also have a limited number of donuts available for \$2 on the day.
- 甜甜圈筹款活动现已通过 Munch-A-Lunch 平台开放预订。该活动将用于资助学生和教职员工的 25 周年纪念 T 恤。订单截止日期为 3 月 27 日，取货时间为 4 月 2 日 2:45-3:15PM，地点在小学操场。当天也会提供少量甜甜圈现场售卖，价格为每个\$2。
- We're also collecting student T-shirt sizes through Munch-A-Lunch. Please send in your child's size if you haven't yet. We will be placing the order over Spring Break and expect the T-shirts to arrive in May.
- 我们也正在通过 Munch-A-Lunch 收集学生的 T 恤尺码。如果您还未提交，请尽快填写孩子的尺码。订单将在春假期间下单，预计 5 月到货。
- The volunteer sign-up link has been sent out, and we really appreciate everyone who has signed up to help.
- 志愿者报名链接已发送，感谢所有报名参与的家长支持。

iv. **PAC Fund Request Form for School Staff PAC 教职员工资金申请表**

- The PAC Fund Request Form for school staff is now available. The form can be found on the PAC website, and printed copies are also available in the PAC mailbox at the school. This form replaces the previous Wishlist system. If staff would like PAC funding support for items or initiatives, they will need to submit a request through this form.
- PAC 教职员工资金申请表现已开放。该表格可在 PAC 网站上获取，同时学校 PAC 信箱中也提供纸质版本。此表格将取代原有的“愿望清单”系统。如教职员工希望获得 PAC 资金支持用于项目或活动，需通过此表格提交申请。
- The goal is to support initiatives that benefit students. Priority will be given to requests that support the largest proportion of the student population or have a meaningful impact on the school.
- 该申请的目标是支持有利于学生发展的项目。优先考虑能够惠及最多学生或对学校具有重要影响的申请。

- The PAC will do its best to support as many requests as possible based on the funds available in our account.
- PAC 将根据现有资金情况，尽力支持尽可能多的申请。

d) New Business 新议题

i. Summer Carnival Planning^[SEP]夏季嘉年华筹备

- For our Summer Carnival, planning is underway. We are currently inviting community organizations, clubs, and City of Richmond programs to host booths at the event. The goal is about building community and creating a fun event for families.
- 夏季嘉年华活动目前正在筹备中。我们正在邀请社区组织、各类社团以及列治文市相关项目参与设摊。该活动的目标是促进社区联结，为家庭打造一个轻松有趣的活动。
- On the same day, there will also be a tennis tournament organized by one of our Spul'u'kwuks parents, which will be happening alongside the carnival and will hopefully bring even more families to the school.
- 同一天还将举办一场由本校家长组织的网球比赛，与嘉年华同时进行，希望吸引更多家庭参与到学校活动中来。
- We will be looking for parent volunteers to help make this event possible. More information will be shared soon.
- 我们将招募家长志愿者来协助活动开展，更多信息将很快公布。

ii. PAC Executive Update PAC 成员更新

- One of our Members at Large, Linda Mei, has recently stepped down from her position. On behalf of the PAC, I would like to thank Linda for her support and contributions during her time with the executive
- 我们的理事成员之一 Linda Mei 近期已辞去职务。我谨代表 PAC 感谢 Linda 在任期间所做出的支持与贡献。

iii. Parent Involvement and PAC Transition iii. 家长参与及 PAC 换届

- Lastly, I would like to highlight something important as we look ahead. We know many families enjoy the community events and fundraisers that PAC helps organize. To keep those activities sustainable, we do need more parent involvement beyond the current PAC executive team.
- 最后，我想强调一件对未来非常重要的事情。我们知道许多家庭都很享受 PAC 组织的社区活动和筹款项目。为了让这些活动能够持续进行，我们确实需要更多家长参与，而不仅仅依赖现有的 PAC 执行团队。
- PAC nominations will open in May, and elections will take place at the AGM in June. Several of our current executive members, including the Secretary, Treasurer,

Co-Vice Chair, and myself as Chair, have completed their terms, and some of our children will also be moving on to high school. As a result, this will be a natural time for transition within the PAC team.

- PAC 提名将于 5 月开放，选举将在 6 月年度大会（AGM）进行。目前的多位执行成员（包括秘书、财务、副主席以及我本人）任期即将结束，同时我们的孩子也将升入中学。因此，这将是 PAC 团队自然交接与更新的阶段。
- If any parents are interested or even just curious about a PAC executive role, you are very welcome to reach out through PAC email or send us a message in parent chat groups (WeChat and WhatsApp).
- 如果有家长对 PAC 执行成员角色感兴趣，或只是想了解更多，欢迎通过 PAC 邮箱或家长群（微信、WhatsApp）联系我们。
- Thank you, everyone, for your continued support of PAC and our school community.
- 感谢大家一直以来对 PAC 及学校社区的支持

6. Other and sharing 其他事项:

- Nil

7. Next meeting: Wednesday, May 20, 2026 at 6:30pm

下次会议：2026 年 5 月 20 日（星期三）6:30pm

8. Adjournment at 7:16pm 会议于 7:16 结束