

William Cook Parent Advisory Council  
Meeting Held on Tuesday, October 5, 2021  
At 6:30pm, Conducted via Zoom

**Minutes**

**1. Welcome and Introductions:** Mr. Kibblewhite, Mr. Chan, Laura Margolin, Jody Kovacs, Erika Thomas, Jenica Chayse, Gustavo Cardoso, Domnic Fernandes, Rosele Martins.

**2. Call to order** at 6:30pm

**3. Approval of Agenda**

**4. Approval of the Minutes of the previous meeting. May 25, 2021.**

**5. Executive Positions**

- Chair: Laura Margolin
- Treasurer: Rose Schumacher
- Fruit and Vegetable Coordinator: Jody Kovacs
- Special Events Coordinator: Elaheh Shavalian
- Secretary: Jody Kovacs
- Members-at-Large: Alfred Kong, Erika Thomas

**6. Chair Report – Laura**

- Fruit and Vegetable days are up and running
- We have a fundraising goal of \$4800
- Pizza Day is coming up, estimated \$850 profit

**7. School Administrator Report – Mrs. Latu/Mr. Chan**

- Staffing report – noon-hour supervisors and newsletter post

- Mr. Kibblewhite introduced himself. He is the substitute principal at Cook Elementary for the foreseeable future. Mr. Kibblewhite will be at Cook Elementary on Mondays, Wednesdays and Thursdays until Mrs. Latu's return to Cook.

- Mr. Chan is new to Cook Elementary. He is the new vice-principal. Welcome to Cook Elementary, Mr. Kibblewhite and Mr. Chan. The students, staff and parents are looking forward to meeting you.

- There are currently 514 students at Cook Elementary. This number fluctuates throughout the school year for several reasons. Currently grades 1-5 can take on more students. Masks are now mandatory for ALL staff and students from K-12, this is a guideline put in place by the Vancouver Coastal Health Authority.

- The eat/play schedule for staff and students has been changed several times due to Covid. The schedule now is recess from 10:25am - 10:40am and lunch is from 12 noon - 12:52pm. If parents and/or caregivers do not feel that their child has enough time to eat, they are encouraged to talk to their child's teacher.

-Parent/teacher conferences are coming up, within the next two weeks. Due to Covid they will be via phone or Zoom, not in person. The teachers and staff have put together a video to introduce themselves to the families at Cook.

- Spirit wear

-The school will organize the ordering process for spirit wear. This is Cook School branded clothing. Mr. Chan is hoping that the spirit wear will be available by the winter holidays.

- Health and safety

-Due to Covid there has been a lot of programs canceled at Cook elementary due to the health and safety protocols put in place by Vancouver Coastal Health. Laura was happy to announce the return of pizza, sushi and Subway days. The return of the 'special' lunch days is important to the PAC to fund different things throughout the year. There will be 7 pizza days, 4 Sushi days and 3 Subway days throughout the 2021/2022 school year.

- Parking lot

-Over the next several months Mr. Chan will be putting notes on car windows that are parked in the drop off zone. The note will entail what a drop off zone is and its use. This will be helpful as it's a new parking lot and could be confusing for people.

## 8. Treasurer Report – Rose

**General Account balance:** \$10,785.45

**Gaming Account balance:** \$4,355.89

## 9. New Business

- Laura is looking at a cookie decorating kit fundraiser for Halloween and Winter.

- Laura is looking into a family photo shoot fundraiser. The cost is \$85 for 5 digital images. \$20 of that is for the PAC.

-minimum 25 families are needed

- We expecting to receive our gaming grant from the Provincial government sometime this month. Here is what we have received in previous years:

2021 – TBA

2020 – \$9840

2019 – \$9900

2018 – \$11,304

2017 – \$9640

2016 – \$9220

2015 – \$9460

- Next PAC meeting is Tuesday, December 7

-Meeting adjourned at 7:25pm.