

Sep 23, 2026

WPAC Meeting

Invited Cory Masters wsmxc@hotmail.com jessie_leecn@hotmail.com
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Attachments 📎 WPAC Meeting

Meeting records 📄 Transcript

Summary

Board introductions and operational planning for fundraising and traffic safety.

Board Appointments and Positions

Tina Z was approved as the second district parent advisory council representative. Open positions for hot lunch and spring events were discussed.

Traffic Safety and Fundraising

Stina Martinez discussed traffic safety measures and city collaboration. Upcoming fundraisers were reviewed to support technology and playground upgrades.

Hot Lunch and Budget Review

Nick Mao outlined hot lunch vendor options and Persian food considerations. Juan Wang presented the annual budget showing a 16000 dollar surplus.

Decisions

Needs Further Discussion

- **Persian Restaurant Hot Lunch Consideration** The Westwood PAC deferred the proposal to add Persian restaurant hot lunch options pending offline price negotiations with vendors.

Aligned

- **Appointment of Second DPAC Representative** The Westcot PAC executive board approved Tina as the second DPAC representative.
- **Appointment of Event Coordinator Support** The Westcot PAC executive board approved Sogol as the event coordinator support.
- **Evening PAC Meeting Implementation** The Westcot PAC decided to pilot an evening virtual PAC meeting in November to accommodate working parents.
- **Classroom Parent Initiative Rollout** The Westcot PAC established a classroom parent initiative utilizing division representatives and announcement-only WhatsApp groups for communication.
- **Hot Lunch Vendor and Schedule Updates** The Westcot PAC adopted a schedule change moving Aburi Market to Wednesdays and added a new Asian fusion vendor for Fridays.

Details

- **Westcot PAC Executive Board Introductions:** Cory Masters opened the meeting and welcomed attendees, noting their longevity on the pack for approximately seven or eight years and chairing for four years, with one child in grade seven. Cory Masters then introduced Payam Sabzmeydani as co-chair for the year, and Payam Sabzmeydani shared that their son is in grade five. Jessie li introduced themselves as the district pack representative serving for two years with a daughter in grade two. Sarah Wong introduced themselves as the spring coordinator who has been on the pack for five years, with two children at

Westwood in grades six and seven. Nick Mao introduced themselves as the hot lunch coordinator serving for four to five years, with three daughters in kindergarten, grade two, and grade six. Juan (Lillian) Wang introduced themselves as the treasurer serving since last year, with a child in grade five.

- **Second District Parent Advisory Council Representative Appointment:** Cory Masters introduced an open position for a second district parent advisory council representative, noting that Tina Z expressed interest and was the first to volunteer. Cory Masters requested a motion to approve Tina Z for the board. Sarah Wong and Payam Sabzmejdani provided the approvals and seconding motion. Following the unanimous support, Tina Z was officially welcomed to the board as the second district parent advisory council representative.
- **Open Parent Advisory Council Positions and Commitment Requirements:** Cory Masters announced remaining open board positions, including a second hot lunch representative to support Nick Mao and a second spring fling coordinator to support Sarah Wong for the annual spring event in May. Sogol zaimi expressed interest in joining the event coordinator group and was voted in by the pack with a motion and second after a live discussion. Cory Masters outlined the board commitment requirements, explaining that members must attend the vast majority of regular pack meetings and monthly virtual executive meetings held on Friday mornings at 9:30 AM for 30 to 45 minutes.
- **Trial Evening Parent Advisory Council Meeting:** Cory Masters discussed community feedback regarding meeting accessibility and announced a trial evening pack meeting scheduled for Wednesday, November 21st at 7:00 PM. Cory Masters explained that this virtual meeting aims to accommodate parents with daytime jobs, and if successful, similar evening sessions could be scheduled once every term.
- **Classroom Parents Initiative:** Cory Masters introduced a new classroom parents initiative to establish two representatives per division to serve as an information-sharing channel for pack updates and volunteer opportunities. Cory Masters stated that an update with a Google form link will be sent in the upcoming newsletter, after which Payam Sabzmejdani and Cory Masters will connect with applicants to set up announcement-only WhatsApp groups. Cory Masters emphasized that these volunteer roles are strictly for information sharing and will not involve regular classroom or school operations.

- Traffic Safety and Parking Discussions:** Stina Martinez sent a community update regarding traffic safety, announcing increased parent volunteer presence before and after school to guide safe drop-off practices and protect neighbors' driveways. Bianca presented alternative traffic control ideas, suggesting the removal of red lines in the parking plan, opening the roundabout for drop-offs, exploring a school bus service. Sam H questioned the official process for considering parent input on traffic and safety. Stina Martinez explained that school staff take notes and collaborate annually with the city to review parking restrictions, hot spots, and traffic flow. Sogol zaimi inquired about a \$500 safety grant and past district traffic safety assessments by city engineers. Stina Martinez confirmed that the school collaborates annually with the city on parking regulations, hot spots, and traffic blitzes, noting past changes like restricting left turns at the top of Westcot Road to ease backups.
- Upcoming Parent Advisory Council Fundraisers:** Cory Masters reviewed upcoming fundraising initiatives designed to support classroom technology, water fountains, and future playground upgrades, particularly the kindergarten playground. Cory Masters detailed three pre-planned fundraisers: the Created by Kids art project starting in October where students create holiday gifts like mugs and keychains, a holiday plant sale in late November offering wreaths and poinsettias, and Westcot apparel presales supporting Wednesday Westcot Roar Spirit Day.
- Principal and Vice-Principal Report on Enrollment and Community Updates:** Stina Martinez and Lindsay Martin presented the principal update, thanking the PAC for organizing the courtyard café on the first day of school, kindergarten coffee sessions, and sponsoring RAZ kids subscriptions for grades one through four to support the framework for enhancing student learning literacy goal. Lindsay reported that enrollment stands at 410 students across two classes per grade level and introduced new staff members, including Mr. Loewen Ms. Needham, Ms. McGaw, Ms. Nesbitt, Ms. Babul, and Ms. Kim. Stina Martinez reminded families to respect church parking lot signs and highlighted the Drive to Five initiative to alleviate traffic, while noting that water main construction is nearing completion with a scheduled water shutoff on Friday.
- Principal Report on Special Events, Sports, and Academic Programs:** Stina Martinez shared updates on upcoming events, noting that Orange Shirt Day next week will feature residential school survivor Stuart speaking to grades two through seven, indigenous success teacher Sylvia King speaking to kindergarten

and grade one students, and a whole-school art project. Stina Martinez reported a successful Terry Fox run with over \$500 raised, robust elementary band participation led by Mr. Minoo, cross-country running meets, and upcoming grade seven volleyball. Stina Martinez announced upcoming emergency drills, including a lockdown drill procedure led by liaison officer Emma Whitehead, fire drills, and ShakeOut BC on October 15th, alongside a robust grades four through seven choir running on Mondays under Miss Ing for a Remembrance Day performance. Stina Martinez added that the Scholastic Book Fair will run from November 2nd to 6th with Miss Kim seeking parent volunteers, kindergarten and in-catchment registration for grades one through seven opens on October 15th at 8:00 AM, Adrienne Gear will present on balanced literacy and thinking at the K theater on Friday for teacher professional development, and facilities updates include new classroom flooring, updated coat room shelves, and a new district-wide bell and PA system.

- **Hot Lunch Program Updates and Persian Food Discussion:** Nick Mao provided hot lunch updates, stating that the new term starts next week with a 10-day ordering window and vendors including a North Vancouver taco restaurant on Monday, White Spot on Tuesday, Aburi Market on Wednesday, Boston Pizza on Thursday, and a new Asian-fusion vendor on Friday. Sogol zaimi suggested introducing Persian food options from local restaurants like Parse or Miri's to reflect community diversity. Nick Mao expressed concern that current Persian restaurant pricing is around \$12 for small sizes, making it too pricey after adding the pack markup compared to \$10 to \$11 options like White Spot. Sogol zaimi offered to contact Parse to negotiate lower pricing and smaller portion sizes for school fundraising. Tina Z supported the idea of trying it every two weeks with two-skewered kebab options. Cory Masters instructed Sogol zaimi and Nick Mao to connect offline to evaluate options.
- **Annual Budget Review:** Juan Wang reviewed the financial report, stating that last year's total income reached \$206,000 against \$190,000 in expenditures, resulting in a \$16,000 surplus, a bank balance of \$91,000, and \$1,000 in term deposit interest. Juan Wang projected total revenue of \$212,000 for the current year, comprising \$187,000 from hot lunch targets (\$31,000 received so far), \$18,000 from Spring Fling, \$4,000 from apparel, \$400 from holiday plant sales, \$1,500 from Created by Kids, and \$1,000 in interest. Juan Wang outlined projected operating expenditures, including \$151,000 for hot lunch costs, \$600 for World Teachers' Day, \$700 for staff appreciation lunch, \$450 for courtyard

coffee, \$100 for kindergarten welcome day, \$12,000 for Spring Fling, \$500 for garden supplies, \$300 for staff retirement gifts, \$2,000 for staff Christmas gifts, \$600 for grade 7 promotion ceremony, \$200 for evening presentation water, \$9,450 for class funds (\$450 across 16 divisions), \$3,000 for the principal fund, \$1,100 for the library fund, \$550 for pack equipment, \$6,550 for hot lunch administrative strip and annual fees, \$200 for office supplies, \$4,000 for apparel, and \$120 for bank service charges. Juan Wang detailed the gaming account, noting an expected \$8,220 grant in October and a \$12,600 remaining balance from the previous year (totaling over \$20,000), with planned expenditures of \$1,000 for sports days, \$6,500 for a hip-hop program, and \$1,800 for a school bus, leaving \$3,000 at the school's discretion.

- **Spring Fling Planning:** Sarah Wong provided a brief update on the fifth annual Spring Fling scheduled for May, emphasizing that planning and silent auction preparations must start earlier this year.
- **Spring Event Planning and Vendor Timeline:** Sarah Wong reported that vendors recommended initiating contact earlier than the traditional January timeframe. To accommodate this, Sarah Wong scheduled the first planning meeting for next Monday, September 28th, from 11:00 a.m. to 12:00 p.m. in the school library. Sarah Wong described the evolution of the spring event from a school spirit building initiative into a fundraising event that features on-site cooking of burgers and hot dogs, food sales, games, and a silent auction. Sarah Wong encouraged participants to attend the meeting to find out how *they* can contribute in either a large or small role to help run the event.
- **Meeting Conclusion and Follow-Up Information:** Cory Masters thanked attendees for participating and announced that meeting notes will be posted on the website within the next few days. Additionally, Cory Masters directed anyone with questions or an interest in joining PAC to reach out to Stina.