

**REYNOLDS SECONDARY SCHOOL  
PAC MEETING MINUTES - APPROVED**



**May 3, 2018  
7:00 p.m. Conference Room**

**ATTENDEES:**

Rhonda Sylven, *Chair*

Tara Black, *Treasurer*

Ruth Smith

Connie McConnell, *Vice Chair*

Tom Aerts, *Principal*

Tina Sulea, *Secretary*

Laura Lancaster

ITEM	INFORMATION
<b>Welcome</b>	Welcome and recognition of the host First Nation Peoples and their traditional territory was done
<b>Agenda</b>	Agenda was adopted as written
<b>Minutes</b>	<p>Approval of minutes from April 2018</p> <ul style="list-style-type: none"> <li>• Tina made a motion to approve the minutes from April 5, 2018 meeting Laura seconded - APPROVED</li> <li>• Action items were reviewed               <ul style="list-style-type: none"> <li>○ Follow up with Mrs. Brown regarding adding the Off and Away document to the school website</li> <li>○ Rhonda and Mel are meeting this weekend to finalize survey                   <ul style="list-style-type: none"> <li>▪ Rhonda reached out to the VCPAC Chair regarding teachers taking away students personal possessions i.e. mobile devices                       <ul style="list-style-type: none"> <li>- VCPAC Chair said more research is needed regarding legalities of teachers taking student's possessions away</li> <li>- The Off and Away agreement program will be reviewed</li> <li>- <a href="#">Refer to the School Board's Acceptable Use of Digital Technology Policy</a></li> </ul> </li> </ul> </li> </ul> </li> </ul>
<b>Chair's Report</b> (Rhonda)	<p><b>Elections for next year's PAC</b></p> <ul style="list-style-type: none"> <li>• No nominations for Chair – position is vacant</li> <li>• No nomination for Vice Chair – position is vacant</li> <li>• Nomination for Treasurer is Tara Black</li> <li>• No nominations for Secretary – position is vacant</li> </ul> <p><b>VCPAC AGM at Reynolds April 24 – <a href="http://www.vcpac.ca">www.vcpac.ca</a></b></p> <ul style="list-style-type: none"> <li>• Rhonda and Ruth attended</li> <li>• Attendance was low but all executive seats were filled</li> <li>• AGM for BCPAC is this weekend</li> <li>• Next VCPAC meeting is May 22</li> </ul> <p><b>Thrifty Smile Card Fundraiser</b></p> <ul style="list-style-type: none"> <li>• Smile cards were handed out</li> </ul> <p><b>VCPAC Conference follow up – Michelle</b></p> <ul style="list-style-type: none"> <li>• Absent – no update</li> </ul> <p><b>Alert First Aid Fundraising Offer</b></p> <ul style="list-style-type: none"> <li>• First Aid and Emergency Preparedness kits fundraiser will be emailed out to families</li> <li>• It was suggested to extend the discounted price to families, let them know how much they are saving and add a line at checkout that suggests to make a donation to the PAC</li> <li>• First aid fundraiser will pay for an AED</li> </ul> <p><b>Staff Retirements</b></p> <ul style="list-style-type: none"> <li>• Three confirmed teacher retirements this year and possibly a fourth</li> <li>• The PAC agreed to buy gifts for the retiring teachers</li> </ul>
<b>Vice Chair's Report</b> (Connie)	<p><b>Staff Appreciation Tea Follow Up</b></p> <ul style="list-style-type: none"> <li>• The staff appreciation tea was very successful!</li> <li>• Pictures were posted on the PAC Facebook page</li> <li>• It was crowded in the staff room so it was suggested to have it in the Theatre next year</li> </ul>

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	<ul style="list-style-type: none"> <li>Rhonda and Connie will add a lessons learned document regarding the tea to the Google Drive for next year</li> </ul>
<b>Secretary's Report</b> (Tina)	<b>Outgoing executive to clean up Gmail accounts and prepare or update calendar of events for incoming representative</b> <ul style="list-style-type: none"> <li>All PAC Gmail accounts for our out going executive will need to change their personal information in the Personal Settings of the Gmail account when the change over to new executive happens               <ul style="list-style-type: none"> <li>Things to update in the Google account are:                   <ul style="list-style-type: none"> <li>Birthdate</li> <li>Cell phone number</li> </ul> </li> </ul> </li> </ul>
<b>Treasurer's Report</b> (Tara)	<b>Statement of Account</b> <ul style="list-style-type: none"> <li>Operating account balance is \$1,286</li> <li>Gaming account balance is \$12,127               <ul style="list-style-type: none"> <li>Receipts are due May 20</li> <li>Tara to send Mr. Aerts an email of what receipts are still outstanding to review at the staff meeting on Tuesday, May 8</li> <li>Gaming report (Request for grant) has been submitted for 2018/19 school year</li> <li>Funding letters have been updated for next year</li> <li>Coast Capital Insurance Scholarship- \$750 scholarship to be awarded</li> </ul> </li> </ul>
<b>Principal's Report</b> (Mr. Aerts)	<b>Raising Digitally Responsible Youth, May 1 – Parent Education Night</b> <ul style="list-style-type: none"> <li>Raising Digitally Responsible Youth was put on by the school district</li> </ul> <b>Grad:</b> <ul style="list-style-type: none"> <li>May 9 tickets go on sale online</li> <li>Opened up two more sections so more room for parents</li> <li>Every grad gets 3 tickets with an opportunity for one additional</li> <li>May 26 Dinner dance tickets went on sale today</li> <li>Next year grad date is moving to June 18 – dinner dance may not be able to move due to wedding season in June</li> <li>Faculty speaker at the grad ceremony will be Mr. Kas Karim</li> </ul> <b>Other:</b> <ul style="list-style-type: none"> <li>\$380 was raised at coffee night</li> <li>Inclusion dance was successful</li> <li>Awards night has been changed to June 6</li> <li>End of May next year's calendar will be released</li> <li>Eco-checks for course selections for next year have now been done with each student</li> </ul> <b>Spoken Word – Brenna</b> <ul style="list-style-type: none"> <li>Brenna performed for the PAC as a thank you for the funding they received</li> <li>Hallabaloo video was shown</li> </ul>
<b>Parent Group Reps</b>	<b>Parent Group Representatives:</b> <ul style="list-style-type: none"> <li>Soccer – Tara               <ul style="list-style-type: none"> <li>Junior girls won city championship today – 3-0</li> <li>No goals have been scored on the junior girl's team</li> <li>Senior girls are in the Ryan Cup</li> </ul> </li> <li>Flex – Laura               <ul style="list-style-type: none"> <li>Artist in residence with Fances Litman is wrapping up</li> <li>Little buddies are coming to work in the garden</li> <li>Front garden has had a black plastic cover applied to prepare for a native plant garden</li> <li>Pollinator Partnership Canada is training students on how to identify and count pollinators</li> </ul> </li> <li>Theater – Open – Parent Rep needed!</li> <li>Athletics – Laura               <ul style="list-style-type: none"> <li>Track &amp; Field next week at UVic</li> <li>Rugby boys are undefeated</li> <li>Golf every Friday at Cedar Hill</li> </ul> </li> <li>French – Monika</li> <li>Music – Ruth               <ul style="list-style-type: none"> <li>Marching band is cramming in practices before the Victoria Day parade</li> </ul> </li> </ul>

ITEM	INFORMATION
	<ul style="list-style-type: none"> <li>○ We've had a student trumpeter selected for the Prime Minister's band</li> <li>○ Another student was selected for the national choir</li> </ul>
<b>New Business</b>	<ul style="list-style-type: none"> <li>• VCPAC has awards available for student, staff and parents and nominations are due May 4</li> <li>• It was suggested that in March of next year, put out a call for VCPAC nominations so there is enough lead time to submit nominations</li> <li>• It was decided to have Mr. Aerts submit to the board the ability to add a PAC donation line item for next school year</li> <li>• It was recommended to put out a pre information email about the first aid kit fundraiser so parents know it's coming and what it's about</li> </ul>
<b>Adjourned</b>	Meeting adjourned at 8:56 p.m.

**Next Scheduled Meeting:** Thursday, June 14, 2018 at 7:00 p.m. – PAC Year End Social