

# REYNOLDS SECONDARY SCHOOL

## PAC MEETING MINUTES

**June 2, 2021**  
**7:00 p.m. Zoom Online Meeting**

**Attendees:** Adrienna Van Hoek-Patterson (Chair), Jessica Koski (Vice-Chair), Alice Xu (Treasurer), Willow Minaker (Secretary), Aaron Norris (Principal), Leticia Cortes, Joy Wickens, Catherine duBois, Haane Smaadah

ITEM	INFORMATION
<b>Welcome</b>	Welcome, roundtable introductions and review of agenda
<b>Minutes</b>	May minutes approved with no objection.
<b>Principal's Report</b> (Aaron)	<ul style="list-style-type: none"><li>● So happy to have made it to June without a covid exposure. The last high school in Victoria without an exposure. Luck combined with diligence of family and staff/admin.</li><li>● In Q4, which goes right to June 22, with June 23 being a curriculum completion day as well as grad ceremony day.</li><li>● Classes getting outside more with the nice weather. You can hear the marching band every morning starting at 7:30. Planning a "marching band tour" around the neighbourhood and school in the next few weeks. They will record it. Were able to do their "traditional" march through the school prior to the Victoria Day parade but outside and through the courtyard instead.</li><li>● Leadership team coordinating outside activities.</li><li>● Volleyball continuing to practice in the gym and doing the pandemic track challenge - submitting times recorded at the school.</li><li>● In preparation for grad - preparing for scavenger hunt in a few Fridays from now. Also formal dress up Friday. Won't be able to do the grad celebration "clap out" in the assembly so students will do it from respective classrooms as the grads walk around outside. Grad ceremony - four family members will wait with grad, do a walk through, photo stop then leave the property. Also livestreamed for other family. Parent volunteers putting together grad21 swag bags. June 24 stations around the school for grads to pick up report cards and awards. Short grad video with staff speaker, valedictorian and speeches from dignitaries.</li><li>● Don't expect school restrictions to ease up between now and end-June.</li><li>● Last two pro-D days have been great - April focused on racism and making changes in classrooms and hallways to make people feel equally and May was indigenous focus.</li><li>● Calendar at a glance - some of this still up in the air. Also posted to website. Planning for a quarter system again next year.</li><li>● Current PHO message is return to normal September 7 if certain markers are hit. District started questioning plan for September - planning for quarter system for Q1&amp;Q2 and possibly returning to semestre for Q3&amp;Q4. Reynolds had built a hybrid system with some quarter, some semestre and even a few linear (soccer). Consistent daily schedule (8:40-2:45) with two support blocks (Tuesday aft, Thursday morn). This will be a change from 4000 minutes/course to 7000/minutes per course as compared to the covid schedule. Time to cover the full curriculum and more time for breaks.</li><li>● With the May 27 announcement, it changes this a little with the planned return to normal by September 7. Still lots of unknowns but the District has asked that all secondary schools build semestre systems for September. Reynolds has been talking to the District that their system isn't purely quarterly and advocating this as the safest option. The system they have built is safest option and would fit into stage 2 if there</li></ul>

	<p>was a return to covid restrictions. Now have 2-3 days to build a semestre timetable to have an alternative for the District. Yesterday the collaborative committee (department heads) met and asked for their preference - decision was to continue moving forward with hybrid quarter system. Want to hear from PAC and staff.</p> <ul style="list-style-type: none"> <li>● Presented the proposed hybrid model followed by discussion. PAC members indicated a strong support for the hybrid model - built on lessons learning, creates stability and consistency for the students and may even be a model they choose to adopt in the long term. This year provides an opportunity to try it out with some stability.</li> <li>● Joy made a motion to confirm PAC support for the hybrid model as presented by Aaron, seconded by Willow.</li> <li>● Aaron will present to staff tomorrow, vote and confirmation by Friday.</li> </ul>
<p><b>Chair's Report</b> (Adrienna)</p>	<ul style="list-style-type: none"> <li>● PAC Constitution and Bylaws - discussed small things that could be refined or edited. <ul style="list-style-type: none"> <li>○ Annual report requirement for all PAC positions (or just Finance and Chair)</li> <li>○ Requirement to sign declaration?</li> <li>○ Agreement to sign off on the quorum change then PAC can revisit further edits in the fall.</li> <li>○ Willow will facilitate adding signatures to the amended bylaw.</li> </ul> </li> <li>● Teacher appreciation event - Joy will look into and follow up tomorrow.</li> <li>● AED decision - Willow motion to hold onto the AED in hopes of a change of decision at the district and their support for installation. Agreement to revisit the situation/decision in a year or so and to keep Roe in the loop. Joy seconds it.</li> </ul>
<p><b>Treasurer's Report</b> (Alice)</p>	<p><b>Report on bank balance</b></p> <p><i>Operating: \$1,028.99</i></p> <p>Included in the Operating acct: 1) \$100 - sponsored by the School Board for parent education event; and the remaining of \$928.99 is available for other operating functions.</p> <p>There is no transaction in May except \$1.95 monthly bank fees. We received a Sobey's chq for \$7.50. I will deposit it later this month. Additionally, there is \$50 issued for the Parent Education Conference and to be cashed in June.</p> <p><i>Gaming: \$14,648.15</i></p> <p>In May the school was reimbursed \$316.68 for PAC approved expenses for Athletics and Grade 9 House Program. Additionally there is a chq of \$2,337 issued to the school's various programs. It will be cashed later this month.</p> <p><b>Re-allocation of unspent gaming grant funds</b></p> <p>This school year the gaming budget is \$18,651.91. Up to today we have received receipts to allocate \$9,062.65. The gaming funding budgeted and not yet allocated included:</p>

Program	Description	Requestor	Unallocated
Success Committee	yearly awards night	Emily Kirzinger	4,500.00
Biology	supplies to raising stick bugs in school	Heidi Fraser	101.91
Athletics	Possible Merit Play (travel assistance to Islands and BC's)	Rob Basi	3,835.00
Grade 9 House Program	Prizes/pizza for cohorted classrooms	Douglas Mallory	896.10
Lifeskills Cooking Program	groceries for cooking program	Ilda Turcotte	206.25
Spoken Word	Victorious Voices and Hullabaloo	Brad Cunningham	50.00
<b>Total</b>	<b>Total</b>		<b>9,589.26</b>

Due to the covid restrictions, some of the gaming grants budgeted may not be spent this year. We have received some inquiries about it.

1. Donna asked about the deadline to hand in the receipts for reimbursement.
  - o agreement to change the deadline to submit receipts to June 15.
2. Ilda asked if she could use the unused \$206.25 for the Lifeskills Cooking program to replace an old microwave for students heating lunch.
  - o Adrienna motions to approve an adjustment in approved funding for the LifeSkills cooking program to purchase a microwave (up to \$200). Letty seconds. Motion carried.
3. Aaron also had some ideas about how the unused money can be re-allocated – the school is organizing the installation of outdoor metal tables and chairs near the basketball court and 8 picnic tables in the fenced off garden area, which would be opened up during school hours, total cost will be \$19k, some of which will be covered by federal covid funds. The school has funding to order 4 tables at this time, so if PAC funds some of it, the school would order more tables and also purchase the wood to have the wood-working class build some picnic tables (\$2500 for 8 tables). With covid we've learned that we need outdoor spaces. The school decided that the risk of the public abusing the outdoor seating outside of school hours is outweighed by the need for students to have outdoor seating when school is in session.
  - o Jessica motions to reallocate unspent funds originally approved athletics travel merit (unspent due to Covid restrictions) to outdoor seating up to an amount of \$3835. Joy seconds. Motion carried.
4. Request for funding to buy pizza for Grad scavenger hunt winners \$50-70
  - o Joy motions to reallocate approved unspent funding from the success committee awards program to pizza for scavenger hunt winners (up to \$75). Adrienna seconded. Motion carried.

**VCPAC update**  
(Leah)

- N/A

**School updates from parents**

- See Principal's update.

<p><b>New / Other Business</b></p>	<ul style="list-style-type: none"> <li>• Presentation by Letty on the Parents Education Conference she attended for PAC. Attended the second day: session #1 on helping children flourish (key message, make them sleep!!!). Really good session; session #2 First Nations PAC participation and the importance of engaging FN parents (key message, if you can make them feel welcome and comfortable, it will be a win win); session #3 social media awareness and the importance of being conscious about how kids using social media; session #4 when they don't say anything...better approach for reaching adolescent kids; #5 presentation by the district PAC giving more information on how to bring more people to the table - great information on the website (example of the importance of focusing on social engagement as an opportunity to engage parents). The whole conference was excellent. Letty will follow up via email with some of the key learnings and encouraged everyone to visit the website.</li> </ul>
<p><b>Adjourned</b></p>	<p>Meeting adjourned at 9:04 pm</p>

**Next Scheduled Meeting:** September 8, 2021