

REYNOLDS SECONDARY SCHOOL

PAC MEETING MINUTES

May 5, 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, Leah MacDonald, Catherine duBois, Haane Smaadahl, Netta Brown

ITEM	INFORMATION
Welcome	Welcome, roundtable introductions and review of agenda
Minutes	April minutes approved with no objection.
Principal's Report (Aaron)	<p><u>School update</u></p> <ul style="list-style-type: none">• Into our final quarter. Running as normal - the routine is dialed for the halfway quarter switch. Grade 9s settling into classes more these last few months.• Sports and athletics - not competing with any schools but still volleyball and basketball practices. Track and field has started up and will be doing the competitions from respective schools and submit times for city and provincial competitions.• Traditional mothers day concert will be live streamed at 1pm on Mother's day. Link and info on the website.• Busy planning for next school year.• Save the dates have gone out for grad dates although still waiting for decisions from PHO for guidelines. There will be a zoom ceremony and all info will be posted on the website. Requests for parent volunteers will come out soon. Part of grad will be digital and part in person. We know for sure we won't be gathering in large groups. There will be a walking the stage component but unsure if parents will be able to attend with students. They will have all the usual speakers (via video). Confirmed no meals or proms. Looking for creative ways to celebrate our grads once rules are known.• No covid exposures in schools although there have been students who have had covid but not at school when infected.• Parent-teacher interviews; we unexpectedly were unable to use School Appointment online (directed by the school district to stop using it). Reverted to the previous system of calling or emailing the school and booking the appointment. <p><u>School Goals</u></p> <ul style="list-style-type: none">• Aaron presented the proposed school goals, a requirement of the Ministry of Education. Sometimes they continue from year to year (and they just adjust actions) but this was such a different year and this year in particular it is very important for them. Aaron worked with department heads and looked at data from the learning survey, which parents, students and staff. They also looked at the surveys they sent out this year about how the covid/quarter year has been going. Sample data trends: literacy and numeracy assessments higher than provincial average; don't feel ready for life after high school; 33% felt they did not feel welcome, 59% felt they didn't belong; 20% not feeling safe; many not getting enough sleep; many feeling routinely anxious. Looking at feedback evident much is related to covid restrictions. Some of these sentiments have been there in past surveys (the learning survey is conducted every year for grade 10s and 12s) but not as pronounced and large a portion of the population. Based on findings, identified a number of proposed goals focusing around better connecting

	<p>students to school and better connecting students to their learning through the learning process and assessment/self-assessment.</p> <ul style="list-style-type: none"> ● Still at the beginning of the process - working with the leadership team (collaborative committee and student mental health ambassadors) to identify actions. Also discussed sex education and need for more support on healthy relationships and consent, which will help contribute to connection to each other. Shared the goals back with the collaborative committee and Principal's Advisory who were supportive of the goal. ● The learning survey data is public - Reynold's Learning Survey here: <p><u>School calendar</u></p> <ul style="list-style-type: none"> ● It is the shortest a school year can be due to the calendar (labour day) and last week of school dates. Hoping for 100% attendance but planning for a quarter system next year. School will start September 7 - hoping for assemblies, meet the teacher nights, cops for cancer kick off, etc. Next year's calendar will be published to the website by May 31. ● Identified a need to change the daily time table. With a quarter system, almost three hour blocks and if 100% attendance this will be very tiring. Staff have started to work towards a consistent schedule every day - eliminates an early departure on Friday but starts each day later and finishes a bit earlier. Staff calendar sub-committee has recommended a daily consistent schedule (needs to be approved by the district - to be approved by the end of May). Two options: <ol style="list-style-type: none"> 1. 8:45 start, 2h35 classes, 45 min lunch, classes end at 2:40, for total of 1.095 course load per year (more than the minimum required hours) 2. Mon-Thurs, 8:40 start, 2h40 classes, 45 minute lunch, classes end 2:55, Friday 8:45 start, 2h15 classes, 30 minute lunch, classes end 1:45, for total of 1.095 course load per year (more than the minimum required hours)
<p>Chair's Report (Adrienna)</p>	<ul style="list-style-type: none"> ● CSE fees for a deposit for 2021/22. CSE has always asked for a deposit, and it has never been attached to the \$1000 fee in the approval document. Just want to be transparent that the amount includes a deposit. Motion to approve the CSE fees that includes the deposit. ● Parent education conference May 28-29; PAC will pay for anyone to attend (through reimbursement). Letty is interested and will contact Alice regarding fees. ● Teacher appreciation event - could only do it if the food was individually packaged. All staff, including custodian, is 110. With just teachers and admin 80. Joy will approach stores and come with a plan for the next meeting. ● Adrienna has confirmed that Connie was posting on the Facebook page for PAC but will be leaving this year, so PAC will need to find someone new to take on that task.
<p>Treasurer's Report (Alice)</p>	<p>Report on bank balance</p> <p><i>Operating: \$1,030.94</i></p> <p>Included in the Operating account: 1) \$100 - sponsored by the School Board for parent education event; and the remaining of \$930.94 is available for other operating functions.</p> <p>In addition to the \$1.95 bank fee in April, we also deposited two cheques total of \$17.60 from Thrifty Food Smile Card program.</p> <p><i>Gaming: \$14,964.83</i></p> <p>In April the school has been reimbursed \$6,408.97 for Athletics (\$165.00), Grade 9 House Program (\$243.97), Musical Theater (\$2,000), Robotics Club (\$2,000) and Indigenous Studies (\$2,000). Additionally there is a chq of \$316.68 issued to the school's Athletic and Grade 9 house program. It will be cashed later this month.</p>

	<p>Thrifty Food Smile Card Program</p> <p>Thrifty Food Smile Card program has been the major funding source for the PAC operating account. In the 18/19 school year, we have received over \$1,000 from this program. In the 19/20 we received over \$700, and this year we only received \$140. The decline of the amount generated through the Smile Card is mainly because the PAC has not had a chance to distribute the Smile Cards to parents due to the pandemic.</p> <p>Last month we were notified by Thrifty Food about the upcoming change for the Smile Card fundraising program. Currently the PAC receives 5% of the amount parents loaded to the Smile Cards. There is no minimum amount requirement. We can continue fundraising this way until June 15th.</p> <p>Starting April 6 this year, the Smile Card fundraising program only receives bulk order. Payment for the Smile Card purchase, less the discount, is required at time of pick up. There is no discount for orders less than \$999, 2% discount for orders \$1,000-\$1,499, 4% discount for orders \$1,500-\$3,999, and 6% discount for orders over \$4,000.</p> <p>This change leaves us with two options for the fundraising program:</p> <ol style="list-style-type: none"> 1. Continue fundraising through the Smile Card program to transit to the bulk card purchase. If we choose to do so, the PAC will have to establish a new process to collect the money, bulk order the Smile Cards, and distribute the cards to the parents who ordered the cards. 2. Consider other fundraising programs. <p>We don't have to make any decisions right now. With a current balance of \$1,000 in the operating account, the change in the Smile Card program won't have any short term impact on us. But we need to start considering options so we can decide what we are going to do in the new school year.</p>
<p>VCPAC update (Leah)</p>	<ul style="list-style-type: none"> ● The last meeting focused on proposed budget cuts. Superintendent and head of accounting for the district came. After they left, some discussion about VCPAC response. Not able to discuss the AED issue due to time limits. Was told in an email that the BC PAC organization has a motion going forward in their AGM this month, asking for their organization to advocate that the Ministry of Education pay for these in all BC schools. Unlikely to get movement in any timely way (as relates to the device we have). Need to decide at the next meeting whether we donate it or continue to hold onto it hoping for a resolution.
<p>School updates from parents</p>	<ul style="list-style-type: none"> ● See principal's update.
<p>New / Other Business</p>	<p><u>PAC AGM</u></p> <ol style="list-style-type: none"> 1. Quorum confirmed. 2. AGM agenda confirmed. 3. AGM minutes from last year approved. 4. Annual reports: <ul style="list-style-type: none"> ○ <u>Finance</u>: Financial report for 2019/20 (June 30, 2020) ○ <u>Chair</u>: Annual chair report 2020/21:

Reynolds PAC Chairperson Report Spring 2020 - Spring 2021

The pandemic has had a big impact on everything including our PAC.

Spring 2020: The pandemic caused the school shutdown, sports, trips & activities cancelled, it was a big shock. The PAC works closely with the principal of the school and our beloved principal Tom Aerts left for Oak Bay high school; we were sad to see him go, but our new principal Aaron has been wonderful. The library got new furniture with funds from PAC and it was well received. The AED was purchased with funds fundraised by PAC but unfortunately the school board changed their mind and won't allow it to be installed after all. We might donate it to a local charity instead. Normal Grad ceremonies & celebrations were cancelled. PAC redistributed some money for the Grad video. Over the summer, our Reynolds community was devastated by the unexpected passing of Dave Ravenhill, head coach for the CSE program and the heart of our soccer community.

Fall 2020: The school started the Quarter semester system because of Covid restrictions. It was a big adjustment for students & staff. The restrictions also resulted in most school activities being cancelled or minimally run, so they have requested less money from PAC than in normal years.

Spring 2021: The pandemic is still here so we have another year with normal Grad ceremonies and celebrations being cancelled. However, we have continued with PAC's most important job which is the distribution of the gaming funds. Leftover money can be used for a covid-safe Grad video, other important projects, or rolled over into next year. My goal as PAC Chairperson this last year was to keep PAC stable through the pandemic and to keep continuity, and I'm happy to say I feel I did that. During all the years my two kids have gone through school, I have been involved with the PACs, at high school, middle school and elementary school for the last 15 years. I have been involved with the Reynolds PAC for 7 years so it's time for me to retire as my youngest child graduates in June. I would like to give a very warm welcome to our new Reynolds PAC board members and a big thank you to our returning board members. Our work here is important and I am so pleased to see the PAC is in good hands and will continue its strong legacy after I leave. Thank you, Adrienna van Hoek-Patterson

5. Making a motion to change the Reynolds PAC bylaw quorum from 7 voting members to 5 voting members. Discussion regarding the considerations for how many voting members is a good balance and rationale for 5. Adrienna motions, Netta seconds. All voted in favour. Motion passed.
6. PAC elections for 2021/22:
Chair - Catherine DuBois nominated and accepted
Vice Chair - Joy Wickens nominated and accepted
Secretary - Willow Minaker nominated and accepted
Treasurer - Alice Xu nominated and accepted
Director at Large - Janaki Niranjanan accepted
Director at Large - Leah Macdonald accepted
Director at Large - Tanya Silletta accepted
7. AGM concluded.

Adjourned

Meeting adjourned at 9:18 pm

Next Scheduled Meeting: June 2, 2021