

# REYNOLDS SECONDARY SCHOOL

## PAC MEETING MINUTES

**May 4, 2022**  
**7:00 p.m. Library and Zoom**

**Attendees:** Catherine DuBois (Chair), Alice Xu (Treasurer), Willow Minaker (Secretary), Aaron Norris (Principal), Leah MacDonald, Laurel Hovey, Peter Tyrell, Netta Brown, Madeline Dams, Lynn, Kelly

ITEM	INFORMATION
<b>Welcome</b>	Welcome, roundtable introductions and review of agenda
<b>Spoken Word Club</b>	Brad Cunningham (teacher sponsor) and students Jez and Jan presented at PAC to report back on the activities of the club including the activities they were able to participate in thanks to support from PAC. Jez and Jan presented two of their spoken word poems as a thank you to the PAC.
<b>Minutes</b>	April minutes approved with no objection
<b>Principal's Report</b> (Aaron)	<ul style="list-style-type: none"><li>● Last few months will go by fast. Grads are excited but focussed on Q4 courses. Starting to plan for first in person grad in 3 years. Just voted on valedictorian and teacher speaker. Dinner/dance at Laurel point, starting with a grad picture at the Legislature then walk to Laurel Point on June 22 in 2022 (also secured June 23 in 2023).</li><li>● Spring sports - girls soccer, badminton club and track and field season in full swing, and an ultimate frisbee team for the first year and a girls and boys rugby team.</li><li>● Choir concert a few nights ago and a first in person Mothers Day concert in PlayFair park on Monday. Marching band in the Oak Bay parade as well as Victoria day parade later in the month.</li><li>● Staffing wise, planning for 2022/23 school year. Reynolds set to grow over the next few years. 250 grade nines incoming (normally 225) - no out of catchment students accepted. Usually 20 new students move into catchment over the summer so need room for them.</li><li>● Planning for next year, tentatively landed on 2 schedule options. Committee looked at input and guidelines from the ministry and district and found that the community is united in wanting early Fridays back, but divided on support blocks. Before the pandemic staff was interested in exploring support blocks and during pandemic, used flexible time to control these populations. For next year, presented 4 options to staff and 2 at the top were early Fridays with support block and early Fridays without. Late start at 8:40 unanimous (over 8:20). Totally divided on support block; want parent feedback: 1) Each class has a support block attached to it with expectations of different level of student independence and teacher support depending on how you are doing - developing, approaching, proficient, extending - and no focus block Friday; and 2) no support blocks, consistent monday-thursday and early dismissal and early lunch Friday. If they proceed with "focus blocks" the messaging around this will change from optional to an expectation that students utilize this time well (although if proficient or extending have more range of choices). No clear PAC consensus on recommended approach.</li><li>● For the school calendar, Aaron will circulate with PAC for information. It will be a late year next year.</li><li>● On the question about a grad parent-coordinated event (like Oak Bay) - Aaron connected parents with the grad coordinator teacher who put them in touch with the parents. An email was sent to all grad parents who have until May 20 to RSVP.</li></ul>

<p><b>Chair's Report</b> (Catherine)</p>	<p>Correspondence:</p> <ul style="list-style-type: none"> <li>● Message from Lynn Trimble (career centre coordinator) demonstrating her thanks for the mini-trades fair that was hosted at the school. Very cool interactive trades fair.</li> </ul> <p>Teacher appreciation:</p> <ul style="list-style-type: none"> <li>● Pre-covid, did a BBQ and hotdogs, hosted by PAC and parents brought salads and home baking (help from teachers and admin for set up, PAC did cooking and did a call out for parents to donate salads and desserts). With Covid last year PAC supplied cookies and ice cream. 110 staff. Actions: identify dates, email parents asking for donations, organizing committee to decide on menu and purchase food.</li> <li>● At Central Middle School was able to get coffee and empire donuts at cost and it was a great hit; Aaron did something similar in December (estimate cost was \$350). Aaron will explore cash online option for raising funds and Alice will check on etransfer option to receive funds.</li> <li>● Proposal: send a message to parents saying that we are looking to do a parents appreciation and look for both volunteers and food donations.</li> <li>● We don't have much left in our operating account (approx. \$730) because we don't have fundraising any longer (since the smile card program ended).</li> <li>● Discussed the idea of using school cash online at the beginning of the year to raise funds for PAC.</li> <li>● Date proposals: Thursday, June 9, 11:15 lunch - Veggie and meat hot dogs, and possibly pre-cooked burgers (depending on cost). Can approach Cobbs for bread donations, Tim Hortons for coffee donation. Peter, Catherine and Laurel in person, possibly Netta and Madeline; Willow can assist in advance or send food, but not available day-of). Need volunteers and food - Catherine will send an email to parents.</li> <li>● Peter motions to allocate an amount of up to \$500 for the teacher appreciation event. Motion passed.</li> <li>● Willow motions to spend up to \$100 on retirement gifts for 3 teachers and one EA. Motion passed.</li> </ul>
<p><b>Treasurer's Report</b> (Alice)</p>	<p><b>Report on bank balance</b></p> <p><i>Operating: \$834.94 (May 2021: \$1,030.94)</i></p> <p>Included in the Operating acct: 1) \$100 - sponsored by the School Board for parent education event; and the remaining of \$734.94 is available for other operating functions.</p> <p>The only transaction during March is the \$1.95 bank fee.</p> <p><i>Gaming: \$17,258.66 (May 2021: \$14,964.83)</i></p> <p>There is no change in March.</p> <p>PAC allocated \$20,022 gaming grants this year, reimbursed \$5,783.84 in March. A cheq was sent to the office for receipts of \$2,608.57 on April 7, not cashed yet (may be pending for one more signature). Waiting for receipts for the remaining \$11,629.59.</p> <p><b>Picnic Table Funding Request</b></p> <p>Briefly discussed during April PAC meeting, Reynolds would like to request PAC support to purchase additional picnic table for students use, particularly during lunch time. Assuming all approved gaming funds will be claimed this year, maximum of \$3,000 un-allocated gaming grants is available for this purpose upon PAC's approval.</p>

	Catherine motions to support \$3000 for picnic tables (approximately 3 tables). Motion passed.
<b>VCPAC update</b> (Leah)	<p>Couldn't attend the meeting but reviewed the notes. Discussed the VCPAC awards for things like inspirational students, parent volunteers, etc open to May 10th. It is worth being aware of the various awards - see list of awards below the PAC meeting notes. Suggest putting it on the April agenda (there is a Key PAC Dates document) for review in future years. VCPAC did not receive any nominations for their board, so have moved the elections to May meeting. The BCPAC AGM was this past Saturday but VCPAC did not even send a delegate. That is the place to have parent voices heard at provincial level meetings. For anyone interested in being involved in the education system; it is difficult to find people who have the time to commit.</p> <p>Regular meeting adjourned at 8:45</p>
<b>New / Other Business</b>	<p><u>PAC AGM</u></p> <ol style="list-style-type: none"> <li>1. Quorum confirmed.</li> <li>2. AGM agenda confirmed.</li> <li>3. AGM minutes from last year approved.</li> <li>4. Annual reports: <ul style="list-style-type: none"> <li>○ <u>Finance</u>: <a href="#">Financial report for 2020/21</a> (June 30, 2021) <ul style="list-style-type: none"> <li>■ Catherine motions to receive the report as is, Madeline seconded.</li> </ul> </li> <li>○ <u>Chair</u>: Annual chair report 2021/22: <ul style="list-style-type: none"> <li>■ Huge thank you to all of the parents, teachers, and students for another challenging year.</li> </ul> </li> </ul> </li> <li>5. PAC elections for 2022/23: <ul style="list-style-type: none"> <li>Chair - vacant</li> <li>Vice Chair - Peter Tyrell nominated and accepted</li> <li>Secretary - Willow Minaker nominated and accepted</li> <li>Treasurer - Laurel Hovey nominated and accepted</li> <li>Director at Large - Netta Brown accepted</li> <li>Director at Large - Jessica Koski accepted</li> <li>Director at Large - Leah MacDonald accepted</li> </ul> </li> <li>6. AGM concluded</li> </ol>
<b>Adjourned</b>	Meeting adjourned at 9:01 pm

**Next Scheduled Meeting:** June 1, 2022

From the VCPAC May 2 Newsletter:

## FOR YOUR INFORMATION

### VCPAC Call for Nominations

As no nominations were received, the VCPAC elections have been moved to May. It is extremely important to have a full VCPAC executive to continue the work we have been doing and have a voice at the board level. All positions are open for nominations. Please send nominations to [nominations@vcpac.ca](mailto:nominations@vcpac.ca).

## VCPAC Award Nominations

Nominations are being accepted until **May 10** for the 2022 VCPAC Awards. We have many amazing people in our district and this is our chance to show our appreciation of their contributions to our students.

### Victor Gim Inspirational Student Award

The Victor Gim Inspirational Student Award honours a student who inspires and makes a profound difference in the lives of other students, their school and/or the greater community. Through his/her thoughts, actions and approach to life, others are intrinsically motivated and gain a greater appreciation of being.

When selecting the Inspirational Student Award recipient, the selection committee places heavy consideration on demonstration of the above qualities, examples of inspirational actions, and the overall impact the nominee has made on other students, their school and the community.

#### Criteria:

This award is open to any Greater Victoria School District student who inspires and motivates others by:

- demonstrating courage even under challenging circumstances;
- being a positive role model who influences others to also give generously from within;
- mentoring other students;
- creating a positive, safe, nurturing and empathetic environment for everyone;
- demonstrating optimism and faith in the future; and
- affecting others in a lasting and sustainable way.

### Gail Edwards Memorial Award

Gail Edwards was a parent volunteer in the Greater Victoria School District who gave untold hours of her time and energy to the students of School District 61. Her life was cut tragically short when she lost a valiant battle against cancer. With the permission of her family, VCPAC created this award to honour her memory. This award will recognize a parent in the district who shares in Gail's passion and dedication.

#### Criteria:

This award is open to any parent/guardian of a student in the Greater Victoria School District who:

- has made a significant contribution to improve the quality of life in the school;
- has had a positive impact on students;
- demonstrates a passion and commitment to the well-being of our students;
- gives unconditionally to the success of our children; and
- inspires others to make a commitment to volunteering.

### Parents Choice Award

The parents' choice award is granted annually to recognize a SD#61 staff member who makes outstanding contributions to the learning environments of our schools. The Award honours members who have made a significant impact on the lives of our children through leadership, vision and advocacy.

#### Criteria:

This award is open to any employee in the Greater Victoria School District who:

- works directly with students in a school setting;
- encourages students to reach their full potential;
- possesses an outstanding commitment to the school community and demonstrates this commitment through a variety of ways including a willingness to give extra effort to duties and responsibilities;
- exhibit compassion and caring when working with students, staff and parents;
- demonstrates exemplary leadership, creativity, cooperation and hard work in their service to others.

## Arkell Award

Tom and Marilyn Arkell volunteered tirelessly at Burnside Community School for many years. Their volunteering began in the 70's when their children attended the school. They returned years later, committed to improving the lives of the school community. While helping in the library and classrooms, they lead by example, inspiring others to follow. The Arkell award is granted annually to recognize a community member who shares this commitment to our school communities.

### Criteria:

This award is open to any community member who volunteers at a school in the Greater Victoria School District and who:

- is not a parent or guardian of a student currently in K to 12;
- models community values to children and adults;
- gives unconditionally to the success of our children;
- believes in the concepts, "love your neighbour", "do it because you can" and "giving is its own reward.";
- demonstrates an understanding that all children need extra help from time to time; and
- believes strongly that caring for each other is the essence of community.

## Inspirational PAC Award

This award is presented to a Parent Advisory Council in recognition of a specific or ongoing activity or initiative that inspires other PACs.

### Criteria:

This award is open to any Parent Advisory Council in the Greater Victoria School District which does one or more of the following:

- undertakes advocacy on a specific issue affecting students;
- shows leadership in its school in a variety of ways;
- develops initiatives and programs which result in a significant increase in parent engagement in the school; and
- actively supports programs and initiatives that increase opportunities and ensures equity for all students.

## New Teacher Award of Distinction

This award is granted to a new teacher who has distinguished himself/herself early in his/her career by successfully incorporating innovation and creativity teaching practices in the classroom.

### Criteria:

This award is open to any teacher in the Greater Victoria School District who:

- has held his/her teaching certificate for less than five years;
- inspires students to engage in their learning;
- demonstrates the desire to continuously improve teaching practice; and
- shows courage and determination while being innovative.

## Fine Arts Champion Award

This award is granted to any individual who champions students' opportunities to participate in fine arts programs in the Greater Victoria School District.

**Criteria:**

This award is open to any person connected with the school community who:

- creates opportunities for more students to be involved in fine arts;
- through their actions create equity and access for students that may not otherwise be able to participate; and
- actively supports fine arts in our school district.

## School Partnership Award

This award is granted to an administrator who champions authentic partnership in his/her school based on shared vision and active collaboration.

**Criteria:**

This award is open to any administrator in the Greater Victoria School District who:

- practices active partnership with parent leaders;
- actively promotes and models partnership in the school;
- facilitates the development of vibrant school culture based on the core values of students, staff and parents;
- creates opportunities for shared decision-making; and
- uses formal and informal processes and structures to support authentic partnership between staff and parents.

## John Young Advocacy Award

John Young (1921–2014) was a teacher, a principal, a professor and a school trustee. As a child, John's early experiences in school included being told that he was not smart as well as being turned away from school because his family could not buy him proper shoes in the depth of winter in New Brunswick. Not only did John succeed in his educational pursuits but he also became a lifetime advocate for the poor, the deprived and the underprivileged. He believed that all children were capable learners and that no children should be labelled as failures.

He advocated for many years for "no school fees" to ensure that no student's school experience would be affected by poverty. John was extremely generous and gave most of his money away to help others in need. He would say, "What do I need it for...I have everything I need."

John earned the respect of students, parents, co-workers and professional colleagues who admired his ability put students first in everything he did.

This award honours and celebrates the life's work and passion of John Young, perennial defender of the underprivileged. John believed that helping others was a responsibility and that giving was a privilege. John taught us that incredible things can happen when you believe in your students.

**Criteria:**

This award is open to anyone connected to the Greater Victoria School District who:

- actively advocates for equity and access for all students;
- promotes student rights;
- gives selflessly of time and resources;
- demonstrates courage while advocating for others;
- supports positions based on principle;
- believes that the system must adjust to accommodate the student; and
- is relentless in his/her advocacy efforts.

## Nomination Procedures

[Nomination form](#) to be submitted to VCPAC Awards by May 10th.

556 Boleskine Road, Victoria, BC V8W 2R1

or email to [awards@vcpac.ca](mailto:awards@vcpac.ca)