

# REYNOLDS SECONDARY SCHOOL

## PAC MEETING MINUTES

June 8, 2022  
7:00 p.m. Library and Zoom

**Attendees:** Catherine DuBois (Chair), Alice Xu (Treasurer), Willow Minaker (Secretary), Aaron Norris (Principal), Laurel Hovey, Peter Tyrell, Netta Brown, Maryse Neilson

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>• Staffing shortages daily for covid and just trying to make it through June.</li><li>• Tonight is strings and choir concert and the big band concert took place at UVIC last week.</li><li>• Talent show last week raised \$500 for Ukraine and the week before a short band concert that raised \$750 for Ukraine.</li><li>• Tomorrow is indigenous grad and athletics award banquet; next week dance performance, jazz band.</li><li>• This weekend is grad dinner and dance - huge turnout. First in two years.</li><li>• Ministry assessments next week. <math>\frac{3}{4}</math> of the school need to go through ministry assessments that are all on line.</li><li>• All school award ceremonies on Thursday afternoon - June 16.</li><li>• Year end assembly next Friday, June 17, to celebrate grade 12s; all the students will line the hallways and clap them to the gym. Celebrate service awards at the event. Go out to bouncy castle and afternoon fun for the afternoon.</li><li>• Athletics season wrapping up. Senior girls soccer just got back from provincials. Jr girls placed first on the Island (no provincial); track and field heading to provincials.</li><li>• Last day of classes June 21.</li><li>• Grad on June 22 at UVIC.</li><li>• Next years' schedule is fairly straightforward - consistent days (8:40-3:05) except early dismissal Friday (8:40-2pm), plus a new "R-block", which is a new version of homeroom/advisory. 65 groups of 16 students (one set only grade 9s, the other grades mixed groups), half hour weekly. Focus on things like school culture that don't fit into normal classes. Have created a whole schedule of topics throughout the year and each group will follow this, although teachers may choose to apply diverse approaches.</li><li>• First week of school (Sept 7-9) - R-block every day, week 2 starts weekly.</li></ul>
<b>Chair's Report</b> (Catherine)	<ul style="list-style-type: none"><li>• Teacher appreciation: lots of response from parents - covered for drinks, veggies, fruit and desserts. Propane and BBQ are good to go. Weather forecast isn't looking great but there are covered areas we can use then move food into the staff room.</li><li>• Nomination for PAC chair - Maryse Neilson nominated and accepted (will reconfirm in September when formally a Reynolds parent).</li><li>• Reynolds VCPAC liaison position is currently vacant - until we find a new representative, we can sign up for and share the weekly updates or the monthly meeting notes that are sent to the PAC Chair inbox.</li></ul>
<b>Treasurer's Report</b> (Alice)	<p><b><i>Report on bank balance</i></b></p> <p><u><i>Operating: \$947.99 (June 2021: \$1,028.99)</i></u></p>

Included in the Operating acct: 1) \$100 - sponsored by the School Board for parent education event; and the remaining of \$847.99 is available for other operating functions.

In May, besides \$1.95 monthly bank fees, we received a \$40 donation from Saanich city mayor (collected by Catherine). We also transferred \$75 from the Gaming account to cover BCCPAC membership fees.

In June, we will have some receipts coming in for Staff Appreciation Day and also for retired teachers.

Gaming: \$13,155.09 (June 2021: 14,648.15)

In May the school was reimbursed \$4,103.57 for PAC approved gaming expenses. Currently there is one chq of \$5,710.56 pending for signature.

Program	Approved Total	Reimbursement Total	Un-used	Notes
Success Committee	4,500.00	-	4,500.00	
Careers	950.00	950.00	-	
Athletics	6,000.00	5,078.56	921.44	Un-used is for Rowing Tops (\$500) and balance of Field Hockey Uniforms (\$421.44)
Grade 9 House Program	1,300.00	1,300.00	-	
Robotics Club	1,500.00	1,500.00	-	
Health Sciences Club	600.00	-	600.00	
spoken word	1,000.00	100.00	900.00	
coin club	425.00	138.57	286.43	
Inclusive Gaming	500.00	283.84	216.16	
Student Book Club	672.00	672.00	-	
Music Theater Dancing	2,500.00	2,500.00	-	
PAC	75.00	-	75.00	chq issued on May 9 to transfer the costs from PAC operating acct to Gaming acct.
Other	3,000.00	3,000.00		
	<b>23,022.00</b>	<b>15,522.97</b>	<b>7,499.03</b>	

**Setting Up School Cash-on-Line**

	<p>For PAC initiatives, parents can donate through School Cash-on-line, and choose Funding Destination to Reynolds Secondary-PAC. Called school district 61 Financial Services and was told the following:</p> <ol style="list-style-type: none"> <li>1. The donation collected by Cash-on-Line would be held by school district 61.</li> <li>2. School accounting clerk (Donna) has access to Cash-on-line donation info, approximately a week after the donation was made.</li> <li>3. School Acct Clerk would submit a claim to the school district and then get reimbursed for the eligible expenses.</li> <li>4. The donation collected can be used for PAC initiatives, with restrictions. General guideline is that the use of the fund needs to benefit the school operations. PAC operation related costs are not eligible for use of the fund.</li> </ol>
<b>VCPAC update</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>New / Other Business</b>	<ul style="list-style-type: none"> <li>• Retirement gifts: Netta has prepared coffee, wine and cards for retiring staff; they will be dropped off at the school and Catherine will sign on behalf of PAC and Aaron will give to staff at one of the upcoming events.</li> </ul>
<b>Adjourned</b>	Meeting adjourned at 7:53 pm

**Next Scheduled Meeting:** September 7, 2022