



PAC MEETING MINUTES

November 6, 2024
6:00 p.m. Library

Attendees: Maryse Neilson, Alison Caestagne, Suzi Smart, Mike Evans, Hanne Smaadahl, Bruce Bidney, Bruce Bidney, Brendan Berbenuik, Megan Boniface

Regrets: Pauline Robertson, Jessica Koski

ITEM	INFORMATION
<p>1. Opening (Maryse)</p>	<ul style="list-style-type: none"> ● Call to order at 6:01 pm. Welcome! ● Land acknowledgement
<p>2. Agenda</p>	<p>November 6 2024 Agenda</p>
<p>3. Minutes</p>	<p>October 2, 2024 minutes approved by Brendan, seconded by Hanne</p>
<p>4. Chair's Report (Maryse)</p>	<p>Correspondence:</p> <ul style="list-style-type: none"> - I receive many fundraising opportunity emails – I'd like feedback on if/how to respond to them and if/how we want to explore more fundraising (we discussed increasing the school's emergency response materials/capacity at the end of last school year). [Tabled for next meeting.] <p>October events:</p> <ul style="list-style-type: none"> - Parent/Teacher meeting night – would like feedback from PAC about the new format – everything from booking the meetings, to the venue etc. <p>Generally positive feedback: quick and efficient to have all in one room. No transition time, so parents better able to see more teachers. Admin will try different seating arrangements to reduce noise. Some technical difficulties experienced with online sign-up.</p> <ul style="list-style-type: none"> - Chrome books – assessments (Oct 28/29) – seems that chrome books were required for the assessments so kids were in 3 hour classes with no access to them. Chrome book issue continues to be a problem – I'd like to have a discussion about this. <p>Admin explained that all schools were ratioed to 3:1 regardless of former ratio (Reynolds was 2:1 last year). District phase 1 priority is to provide chromebooks to under-ratioed schools. District has also put a freeze on chromebook purchases.</p>

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ITEM	INFORMATION
	<ul style="list-style-type: none"> - Gaming grant review sub committee met at my house Oct 28 and we had a huge number of requests this year (double the funds available). Treasurer/Pauline is unable to attend November meeting so I will present our recommendations to the PAC for both the grant allocations as well as some new policies and recommendations we have for moving forward. - Parent Education Grant from District – received word on Oct 28 that all money had already been committed despite the deadline being November 1. I would like to discuss sending a response to this and how that might look. <p>Maryse checked and the district had in fact communicated it was a first -come, first -served basis.</p>
<p>5. Treasurer’s Report (Maryse)</p>	<p>See Appendix A - treasurer’s report.</p> <p>Approved by Hanne, seconded by Suzi.</p> <p>See Appendix B - gaming grant report. 47% requests funded, 76% of grants allocated. Pauline will send out letters to recipients next week.</p> <p>Approved by Peter, seconded by Brendan.</p>
<p>6. VCPAC Representative Report (Hanne)</p>	<p>Let’s post VCCPAC events for parents to social media and the Reynolds app. I.e. Hanne will forward these things as they come up to Brendan/Alana and Hollie.</p>
<p>7. Principal’s Report (Bruce Bidney)</p>	<p>Would PAC like to be involved in school goals? yes</p> <p>Just had assessments.</p> <p>Remembrance Day ceremony planned on Nov 8: cadets, advisory council, 2 assemblies, slide show, band, choir, spoken word, drumming.</p> <p>15 new team members joined hockey for girls, every week at Save-On ice, Canucks are involved.</p> <p>Lockdown drill next week, required annually.</p>

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	<p>Student self reporting: 1st learning update coming in Nov, students to create a goal and then reflect on the goal throughout the year. Students enter it online. Looking for feedback from parents on the process because it's new.</p> <p>Student shout outs: Halloween and its dance were full of spirit, lots of costumes and buy-in. Senior boys soccer won over Oak Bay today. Xcountry boy 3rd in province recently. 1st band concert tonight.</p>
8. New / Other Business	
9. Adjournment	Meeting adjourned at 6:59 pm

Next Scheduled Meeting: December 4 2024 @ 7:00pm in the Library

*** Note: Minutes considered draft until formally approved at the next PAC meeting ***

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Appendix A - Reynolds PAC Treasurer's Report
November 2024

1. Account Balances

Account & Purpose	Balance as of Oct. 31, 2024	Update since last month
TD Operating General operating.	\$0.68	- \$1.95 monthly plan fee Challenges in getting response from TD banker, but things now seem to be underway to transition account to one without a monthly fee. I will be asking for credits for the months it has taken to get this sorted out.
TD Gaming	\$24,322.32	+ 20,440.00 from Province of BC
School Online Donation Account	\$2,917.00	No update from school. (Reminder – this account is held in trust by SD61 (i.e., we must go through the school's Account Clerk to get updated balances & reimbursement).)

2. 2024/25 Gaming Grant Funding

- Maryse, Hanne, Jessica, Marc, and Pauline met to review the requests received from staff on October 28. Please see attached report & summary recommendations.

Respectfully submitted by Pauline Robertson
reynoldspactreasurer@gmail.com

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Appendix B - 2024/25 Gaming Grant Allocation - Fall 2024

Starting account balance (as of Aug 30, 2024)	\$ 3,886.22
+ Grant 2024/25	\$ 20,440.00
= Total available 2024/25	\$ 24,326.22
Funding requests received	\$39,006.30
Funding requests recommended for approval	\$18,402.88 (47% of requests; 76% of 2024/25 funds available)

- Reynolds' staff were invited to submit requests for funding (due October 28 by 3pm). Links to [Community Gaming Grants: 2024 PAC & DPAC Program Guidelines](#) were provided as a reference. A total of 26 requests were received, totaling \$39,006.30 in requested funding.
- Members of Reynolds' PAC (Maryse Neilsen, Marc Lerman, Hanne Smaadahl, Jessica Koski, and Pauline Robertson) met on October 28 to review requests.
- Because the Fall funding requests exceeded our total funding available for the entire year (& we want to save some money for Spring funding requests), not every request could be fully funded. Our guiding principles included trying to support requests that had both lasting impact as well as the opportunity to benefit as much of the Reynolds school community as possible; consideration was also given to how much support groups had been provided in previous years.
- Recommendations for Reynolds PAC's Fall 2024 Gaming Grant funding are summarized below.

Category	Program / Group	Requested \$	Allocated \$	Notes / Rationale
Admin	Awards	\$2,550	\$0	PAC members would like more transparency around the awards process before funding.
	Health & Safety Committee (megaphones for emergencies)	\$900	\$0	PAC will fund from general fundraising account.
Admin Total		\$3,450	\$0	
Athletics	Athletics Department (awards & clothing)	\$5,400	\$3,000 combined for team uniforms	Athletics Department can decide how to prioritize among <u>student</u> uniform needs. Similar question as above re: awards process.
	Jr. Boys Volleyball (uniforms)	\$3,500		
	Ultimate Frisbee (uniforms)	\$1,000		
	Ski & Snowboard Team (uniforms)	\$1,100		
	Field Hockey Team (pop-up nets)	\$125	\$125	
	Senior Volleyball Teams (new volleyballs)	\$450	\$450	
	Swim Team (swim caps)	\$475	\$475	
Athletics Total		\$12,050	\$4,050	22% of allocated funds
Fine Arts	Drumming Program	\$1,500	\$1,500	Invitation for PAC members to participate in day-long drum-making process
	Improv Club (registration fees)	\$894	\$447	50% funding

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Category	Program / Group	\$ Requested	\$ Allocated	Notes / Rationale
	Musical Theatre (costumes, set materials, music rights)	\$5,000	\$2,500	50% funding
	Spoken Word Collective (registration fees & travel costs)	\$2,200	\$1,100	50% funding
Fine Arts Total		\$9,594	\$5,547	30% of allocated funds
Other	Door Mural Project (supplies & artist honorarium)	\$800	\$800	Benefits whole school community
	Food Program (aprons & hats for student -servers; speaker)	\$290	\$290	Available to all students
	Grade 9 Program (food & other supplies)	\$600	\$600	Benefits all Grade 9s
	“Walking sewing machine” (ADST teachers)	\$2,700	\$2,700	Available to all students once they have been trained.
	Leadership (decorations, “Reynolds Gives” banner, Hallowe’en dance DJ)	\$1,372	\$396	Decorations & “Reynolds Gives” banner benefit whole school community. DJ & Christmas tree not funded.
	Library (puzzle & game lending library)	\$575	\$575	Benefits whole school community
	Minority Empowerment Club	\$700	\$550	Culture Day benefits entire school community; 50% funding for food request
	Newcomers Welcome Club (games, art/craft supplies, speaker, food)	\$600	\$400	Partial funding (encouraged to use school’s puzzle/game library; 50% funding of food)
	Robotics Club (3D printer)	\$1,650	\$1,650	With proviso that printer must be available to all students (once they have been trained... i.e., printer belongs to school community, not just Robotics Club).
	Room 109 - Low Incidence Room [field trips, sensory room supplies; 3 requests considered together]	\$4,425	\$645	Funding directed towards tangible items for Sensory Room (as opposed to field trips). Well funded in previous years.
Explorations 11 (field trip)	\$200	\$200	Bus rental for field trip(s)	
Other Total		\$13,913	\$8,806	48% of allocated funds
Grand Total		\$39,006 requested	\$18,403 allocated	= 47% of requests funded = 76% of 2024/25 Gaming Grant funds