

A.R. MacNeill Parent Advisory Council (PAC) Meeting

Tuesday, May 16, 2017

MINUTES

Present:

Executives: Borg Chan (Chairperson), Evelina Rubinchik (Co-Secretary and Dry Grad Representative), Yokin Tsui (Co-secretary), Tom Wells (Incentive Representative) and Phoebe Xie (Treasurer).

Administrator: Ms. Marcy Timmins, MacNeill School Principal.

Parent: Dale March

Ken Hamaguchi, the Richmond School District Trustee, introduced himself and thanked all PAC members for their contribution. He commented on the school budget and the fact that decreased enrollment affected the budget. This year it was partly mitigated by additional funds from the court case. The next year budget is currently under evaluation by the government. Enrolment is projected to go up in 2 years.

1. The Chairperson called the meeting to order at 7:25 p.m.
2. Approval of agenda for May 18, 2017 meeting: Motioned by Dale. Seconded by Tom.
3. Approval of May 18, 2016 Annual General Meeting minutes: Motioned by Tom. Seconded by Dale.
4. Approval of April 18, 2017 meeting minutes: Motioned by Dale. Seconded by Phoebe.
5. Administration Report – Ms. Marcy Timmins
 - The MacNeill students (marketing class) commented that they were very excited to make presentation during the PAC meeting in April. he PAC discussed and agreed to have more student presentations next year.
 - 742 students are projected to enroll in MacNeill (2017-2018) which is less than this year.
 - A satisfaction survey was posted on the school website. Parents are encouraged to complete this survey as the feedback is very important.
 - Parents in general do not support professional development days and collaboration time. PAC's help is needed to explain why this training is needed and how it improves our children's education.
 - Lieutenant Governor General visited MacNeill and made a presentation. Students were very interested and asked a lot of questions. He will visit numerous other schools as part of Canada 150 celebration.
 - May 26th is an activity day.
 - June 2nd is the award night. The valedictory ceremony is on June 7th.
 - MacNeill students participated at the Youth Booth during the election day. Organizers commented that MacNeill students were most organized and provided the best contribution. Students were paid for this work.
 - The last day of classes is June 22nd. Grade 12 will write English exam on June 23rd. Report cards will be sent home on June 29th.

- Grade 8-9 report cards will have student's reflection on the learning process (a competency of explanation). Next year, all students will have this reflection included in their report card.
 - Post-secondary information session is scheduled for June 27th at 1 p.m.
 - The first day of school is September 5th.
6. Chairpersons Report – Borg Chan
- Dale attended the RDPA meeting (AGM) on May 2nd. The board was re-elected and a few new members joined. Borg will still be the member-at-large and RDPA representative to the City of Richmond Traffic Safety Advisory Committee. RDPA appreciation dinner is scheduled for June 6th at McNair Secondary.
7. Treasurers Report - Phoebe Xie
- The account balances are (as of April 30 2017): General account: \$280.45
Gaming account: \$13,924.46
 - The unused Gaming Fund budget is about \$7,000. Phoebe is still waiting for outstanding invoices/receipts from the fund requesters (school staff) in order to pay out the approved gaming fund contribution.
 - Marcy will review the list of approved expenses and highlight items that were not being used. Phoebe will send this latest list to Marcy.
 - Marcy will email teachers that the deadline for submitting invoices is June 9th. Nothing will be reimbursed after June 23rd.
 - On behalf of Dry Grad, Evelina asked for additional funds for the Dry Grad event to cover transportation and related fees. PAC discussed and agreed to fund coach services and other expenses for up to \$2,000. Motioned by Dale. Seconded by Phoebe. All in favor.
 - A summary report to be provided in June 2017.
 - PAC will apply for the gaming fund (2017/18 school year) and submit an application by the end of June 2017.
8. Incentive Representative – Tom Wells
- A number of Incentive students participated in Math contests and did well. Unfortunately, nobody participated in the Provincial Science Fair this year.
 - 6 students from different grades attended the French Competition in Richmond (3-5 minutes of speech). Two students participated in the provincial level and one received 3rd place.
 - The musical performance (Beauty & the Beast) went very well, with several sold out performances. Video presentation was also very successful.
 - Sailing, tennis and kayaking trips are ongoing. The adventure week is coming up at the end of May.
 - June 26th is a graduation ceremony for Grade 10 and also the year-end celebration for Incentive Program.
 - BBQ day in Centennial Beach is scheduled for Friday, June 16th.
 - Incentive has received 40 applications for 2017/18.
9. Dry Grad Representative – Evelina Rubinchik
- 67 students are currently signed up for the Dry Grad but hope that more students will join the event.
 - 26 parents have committed to help with the event.

- The budget meeting is scheduled for this week. The team is managing the budget by finding cheaper options and collecting free prizes and gift cards from local stores and organizations.

10. Election of the 2017-2018 MacNeill PAC Executives

- Borg, Yokin and Phoebe agreed to stay at their positions next year.
- Secretary: Yokin Tsui. All in favor. Tom agreed to be a Co-secretary.
- Treasurer: Phoebe Xie. All in favor.
- PAC Chair: Borg Chan. All in favor.
- Borg informed that Phoebe and Borg will leave MacNeill PAC in 2018 as their children are both Grade 11 students. Therefore, co-Treasurer and co-Chair will be required sometime next year.

11. The dates of 2017-2018 Monthly PAC meeting:

- Agreed to meet on 3rd Tuesday every month: Sep. 19th, Oct. 17th, Nov. 21st, Jan. 16th, Feb. 20th, Apr. 17th and May 15th (AGM). The gaming fund budget will be discussed in October. AP Program presentation will take place in November. Student presentations (First Responder and/or Marketing) will also be scheduled for January and February.

12. Meeting adjourned at 8:45 p.m.

Co-secretary: *Evelina Rubinchik*

Reviewed by: *Yokin Tsui and Borg Chan*