

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

Tuesday, October 17, 2017

MINUTES

Present:

Executives: Borg Chan (Chairperson), Yokin Tsui (Secretary), Phoebe Xie (Treasurer), Tom Wells (Co-Secretary), Dale March (Member-at-large), Mely Estrellado (Co-Treasurer)

Regrets: Ron Heal (Dry Grad Representative) and Jeffrey Smith (Incentive Representative)

Administrator: Ms. Marcy Timmins (Principal)

1. The meeting started with Welcome and Introductions by Chairperson and Administrator.
2. Marcy presented a list of BC Gaming Fund requests at 7:03 p.m.
 - Teachers' request including First Responder, Business Education, Against Hunger, Board Games, Raven Readers, Library and ELL resources, Safe Teens, Urban Safari Rescue Society, Volleyballs, Sport and Athletic Competitions, POWER, Sphero(spherical robot) Program etc. Marcy and PAC Executives discussed and adjusted the approval of Gaming Fund amount closer to the budget 2017-18.
 - MacNeill has 777 students this school year. PAC's available budget is \$13,500. The latest budget of Teachers' requests in extra curriculum activities is \$11,800.
 - Both Scholarship and Dry Grad seed money are excluded from the list.
 - Treasurer received some outstanding receipts for reimbursement claims and they're counted for last year's gaming fund budget. The total claim amount is approximately \$1,100 and it hasn't been paid yet. Marcy will include this \$1,100 as an add-on fund request to the final list, then send it to PAC Chairperson and Treasurer.
 - It was suggested that the proposed PAC Gaming Fund Distribution (as discussed in the meeting) be accepted and the final total should be less \$12,000.
Motioned by Borg and seconded by Dale. All In Favour.
3. Mr. Ken Hamaguchi, one of Trustees from Richmond School District made a visit before the regular PAC meeting. MacNeill is one of the 6 designated schools that he is supporting within the School District. He indicated that the whole district has been experiencing the challenges of filling any vacant teaching positions. Ken answered the questions raised by parents and is interested in participating Remembrance Day Ceremony at MacNeill. Marcy will ask the lead teacher and students about the details prior to sending an invitation to Mr. Hamaguchi.
4. The Chairperson called the meeting to order at 8:48 p.m.
5. Approval of the meeting minutes of September 19, 2017:
Motioned by Dale. Seconded by Tom. All In Favour.

6. Approval and/or additions to the agenda for October 17, 2017 meeting:
Chair motioned to add one item in Other Business - Mely Estrellado (parent) as Co-Treasurer.
Motion carried.
7. Administration Report – Ms. Marcy Timmins
- Latest information from Richmond School Board:
 - “Take Your Kids to Work Day” for Grade 9 students is scheduled for Wednesday, November 1. MacNeill shared this information with PAC and asked the parents to complete the form and return to the school office. MacNeill already notified and emailed the form to all Grade 9 student’s parents.
 - Update on what is happening at MacNeill:
 - Parent and Teacher Conferences are scheduled for both November 1 and 2. Parents should have received the notification by email and telephone call from SynerVoice (automated telephone messaging system). Parents can book appointments online as of October 18. Marcy is encouraging parents to attend the conferences and stay connected with the school updates and activities.
 - Marketing students are working on Power related videos and dress-up Raven costume for Power Rep Rally on October 19. Students will receive T-shirts in different colours.
 - District Pro-D Day is Friday, October 20.
 - Interim Reports will be sending home on October 27.
 - Remembrance Day Ceremony is Friday, November 10.
 - Preview of the school events in coming months:
Autism Awareness Conference is scheduled for Saturday, November 25 at McMath Secondary School.
8. Chairperson’s Report – Borg Chan
- RDPA (Richmond District Parents’ Association) meeting is scheduled on first Tuesday of each month (next one is November 7, 2017), 7:00 p.m. at Richmond School Board office (7811 Granville Avenue). Borg and Dale usually attend RDPA meetings. All parents are also welcome to attend.
 - Borg and Dale attended the RDPA meeting on October 3. Sherry Elwood, Superintendent presented the updated information about the School Board before the meeting.
 - RDPA requested all Richmond schools to consider purchasing the District-wide Movie License with the price of \$0.75/student. RDPA can issue an invoice if the school is interested in buying the district movie license. MacNeill had its own license last year and is happy to join the District-wide Movie License program. Borg will provide the updates.
 - Richmond School District completed the seismic upgrades and assessments of schools.
 - Borg indicated that PAC will not directly organize any fundraising events as they are mainly for Dry Grad.
9. Treasurer’s Report - Phoebe Xie
- Balances as of September 30, 2017
- | | |
|-------------------|------------|
| General account: | \$280.45 |
| Gaming account: | \$3,784.46 |
| Dry Grad account: | \$4,103.42 |
- Phoebe received a notification by email and confirmed PAC will be receiving an approved gaming fund amount of \$15,640.

10. Updates:

- Incentive Representative is absent. Borg and Tom spoke on their behalf. Incentive Program is looking for a speaker and hosting a social media event for parents in the theatre. It is scheduled for Tuesday, November 14 at 7 p.m. The cost is approximately \$400. Marcy will support the PAC share and pay \$200 from MacNeill school account. School will help and post on WAAG.
- Dry Grad Representative is also absent; however, the latest bank statements showed many transactions through the Dry-Grad account. Borg will contact Ron and find out the progress of the Dry-Grad Committee.
- Borg suggested both representatives to attend PAC's monthly meetings and share their updates.

11. Other Business:

Mely Estrellado (parent) is elected and accepted the position of Co-Treasurer.

Motioned by Tom. Seconded by Dale. All In Favour.

Borg and Phoebe will arrange appointment with Coast Capital to add Mely as signing officer for PAC account.

12. Meeting adjourned 9:26 p.m

Next PAC meeting will be held on Tuesday, November 21, 2017 in Room 246 (not School Library). A. R. MacNeill Advance Placement (AP) Presentation will start at 7 p.m. and follow by PAC meeting to start at 8 p.m. All parents are welcome to attend.

Secretary: Yokin Tsui

Review: Borg Chan