

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

Tuesday, May 15, 2018

MINUTES

Present:

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

Regrets: Jeffrey Smith (Incentive Representative)

Administrator: Ms. Marcy Timmins (Principal)

The meeting started with Mr. Ken Hamaguchi, Richmond School District Trustee's speech from 7:05 to 7:30 p.m. Ken introduced himself and thanked all PAC executives for their contribution and support. He shared the Incentive Program update and its closing information with PAC. Staffing deficiency is a challenge. In addition, he informed the district budget shall be sufficient for 2018/19 due to projected enrolment.

1. The Chairperson called the meeting to order at 7:35 p.m.
2. Approval and/or additions to the agenda for May 15, 2018 meeting:
Motioned by Tom. Seconded by Dale. All in Favour.
3. Approval of the AGM minutes of May 16, 2017:
Amendment:
 2. Approval of agenda for May 18, 2017 meeting - date should be corrected as "May 16, 2017".
 5. Administration Report: item # 5: Lieutenant Governor General visited MacNeill.....
"He" should be corrected as "She".Motioned by Dale. Seconded by Tom. All in Favour.
4. Approval of the meeting minutes of April 17, 2018:
Motioned by Phoebe. Seconded by Dale. All in Favour.
5. Nomination of the 2018-19 MacNeill PAC Executives:
 - Borg Chan (Chairperson) and Phoebe Xie (Treasurer) will be graduating with their children for 2017/18. They both will become past executives soon.
 - Nominees are Mely Estrellado (Co-Treasurer), Yokin Tsui (Secretary), Tom Wells (Member-at-large) and Dale March (Member-at-large).
 - PAC has not yet received any nomination for both Chairperson, and Treasurer positions.
 - PAC has decided to extend the nomination period until Friday, June 1.

- A special meeting will be scheduled for Monday, June 4, 7:00 p.m. in the school library. Motioned by Borg. Seconded by Tom. All in Favour.

6. Administration Report - Ms. Marcy Timmins

- MacNeill Open House for Grade 7 students and their parents was well attended.
- SD38 has made a decision to close MacNeill Outdoor Academic Incentive Program starting from the 2018/19 school year. The current Grade 8 and 9 students have three placement options such as registering at their catchment schools or applying to other Incentive Programs or enrolling in another catchment/district's schools. Parents were informed last week and more meetings will be arranged to hear the feedback and the final decision will be confirmed and announced soon.
- The enrolment number for 2018/19 will be confirmed after May 25.
- School has planned some activities in the last week of school.
- Progress Alert Interims will be mailed home on May 22.
- Music Night (band performance in the memorial of Mr. Anderson) is scheduled for June 13 at 7:00 p.m.
- There will be three Awards Ceremonies at MacNeill:
 - 9 a.m. on Thursday, June 21 for Grade 10-12 students
 - 7 p.m. on Thursday, June 21 for all Grade 8-12 students
 - 9 a.m. on Friday, June 22 for Grade 8-9 students
- The Graduation Numeracy Assessment is scheduled for all Grade 10 & 11 students.
- The Literacy Assessment will be started for the 2018/19 school year.
- The Valedictory Ceremony will be held on June 6 at 7:00 p.m., at Bethany Baptist Church.
- The Grad Dinner/Dance and Dry Grad will be on Thursday, June 28.
- The Term 3 report card will be sent home on June 28.
- Parent portal will be available for sign up in the 3rd week of September.
- The Term 1 report card of 2018/19 will be provided in both electronic and hardcopy in November. It will be the last report card in paper copy.

6. Chairperson's Report - Borg Chan

- Borg and Dale attended the RDPA AGM meeting on May 1. The Chairperson, Treasurer and Secretary 2017/18 are carry on for 2018/19.
- "Introduction to the Leader in Me and the 7 Habits of Highly Effective People" workshop also presented at AGM meeting.
- An Appreciation Dinner is scheduled for Tuesday, June 5 at McNair Secondary. All Richmond School District PAC Executives are invited to attend.
- Borg's son will graduate in June and Borg will no longer to maintain as the sponsor for MacNeill PAC bank accounts at Coast Capital Savings after June 2018. Yokin has agreed to be the new sponsor as of 2018/19. Ms. Michelle Ng, MacNeill Business Assistant is also one of two sponsors for the PAC bank accounts.

7. Treasurer's Report - Mely

Balances as of May 1 2018:

General account: \$280.45

Gaming account: \$12,222.72

Dry Grad account: \$4,461.30

- Phoebe, Mely and Borg will work together and submit the annual BCLC Gaming Fund application before the deadline June 30.
- Both Borg and Phoebe will prepare and wait for transferring their official signing duties for PAC accounts to new Chairperson, and Treasurer (positions are open for 2018/19)

8. Incentive Representative's Report - Jeffrey Smith is absent.

9. Dry Grad Chairperson's Report - Connie

- 110 students have already signed up and paid the Dry Grad fee.
- 3 buses will be required for 110 students. 2 buses have been reserved. Connie will book 1 more bus.
- Connie will attend the rehearsal and share the update information with Grade 12 students on June 4.
- Dry Grad Committee is asking more Grade 11 and 12 parents to engage and help with the event set-up and take down etc.
- Dry Grad will require more funding to support the events.
- PAC will fund up to \$2,000 to support from Gaming Fund and pay for Dry Grad's transportation related cost. Motioned by Borg. Seconded by Dale. All in Favour.

10. Election of the 2018-19 MacNeill PAC Executives:

- PAC has not yet received any new nominates.
- Yokin has agreed to stay at her position as Secretary. All in Favour.
- Mely has agreed to stay at her position temporary as Co-Treasurer until further notice.

11. Dates of 2018-19 Monthly PAC Meeting:

- MacNeill PAC meetings 2018-19 will be scheduled for 3rd Tuesday of the month.
- Dates: September 18, October 16, November 20, 2018 and January 15, February 19, April 16 and May 21, 2019 (AGM).

12. Meeting adjourned 9:01 p.m.

A special meeting for 2018-19 MacNeill PAC Nominees will be scheduled for Monday, June 4, 7:00 p.m. in the school library. All parents are welcome to attend and support PAC.

Secretary: Yokin Tsui

Reviewed by: Borg Chan

**MacNeill PAC
Bank Reconciliation
As of May 01, 2018**

PAC Account - April 01, 2018		\$ 280.45
Less:	\$ -	
Adjusted Bank Balance- May 01, 2018		\$ 280.45

Gaming Account - April 01, 2018		\$ 12,222.47
Less:	\$ -	
TOTAL Expense		\$ -
Adjusted Bank Balance		\$ 12,222.47
Add:		
Interest Charges - Apr 30, 2018	\$ 0.25	\$ 0.25
Adjusted Bank Balance-May 01, 2018		\$ 12,222.72

Dry Grad Account - April 01, 2018		\$ 4,073.26
Add Deposit		
24-Apr	\$ 388.00	
Interest Charges - Apr 30, 2018	\$ 0.04	
TOTAL Deposit		\$ 388.04
Adjusted Bank Balance-May 01, 2018		\$ 4,461.30