1. **R. MacNeill Parent Advisory Council Minutes**

 **Tues. Oct. 20th, 2020 7:00 p.m.**

**Zoom**

**Present:** Aspi Ustad (Co-Chair), Pooja Kalsi (Chair), Herj Ghaug (Vice Principal), Marcy Timmins (Principal), Dale March (Past Chair), Alyson Cho (Secretary), Yokin Tsui (Treasurer), Jonna Gutierrez, Simon Kok (RDPA Rep.), B Chu, Jennifer Chen, Miguel Servillon, Jun Yu, Jenny Luo, Angela Ng (Co-Treasurer), Lisa Ling, Jethro Ortua, Kavan

**Introduction of New Chairs: Pooja Kalsi (Chair) and Aspi Ustad (Co-Chair)**

1. Welcome and Introductions; we went around the table and introduced ourselves
2. **2020-2021 Gaming Fund Budget Discussion**
* $14,960 has been direct deposited into the Gaming Fund Account on Oct. 14th ($20 per student from Government)
* We noted that we already had $5,200 in our Gaming Account, and that we need to set aside $4,000 for Dry Grad and $2,000 for scholarships. That gives us $14,000 to work with.
* Dale shared with us that RDPA had pointed out that next year’s Gaming Grant is likely to be diminished due to Covid affecting Casinos.
* Ms. Timmins presented staff requests; some discussion took place.
* We voted and approved the following expenditures:

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| **ITEM** | **Approved Budget** | **Staff Request** |
| Girls Basketball |  $                      800.00  |  $        1,016.40  |
| Leadership T Shirts |  $                                -    |  $            680.00  |
| School-Wide POWER Initiatives |  $                   1,240.00  |  $        1,240.00  |
| Gaming Club Activities |  $                      360.00  |  $            360.00  |
| To improve the quality of the outdoor education program by enhancing teacher preparedness and safety of students on excursions as well as to enhance opportunities for place-based learning on the outdoors. |  $                      700.00  |  $        1,420.00  |
| Reading Riots |  $                      300.00  |  $            700.00  |
| Author Visits |  $                      500.00  |  $            600.00  |
| Laptops |  $                   1,000.00  |  $        2,000.00  |
| Books |  $                      250.00  |  $            500.00  |
| First Responders’ Certification Subsidy & Insurance |  $                      900.00  |  $            900.00  |
| To accommodate the demand to purchase some beginner level fitness equipment |  $                   1,000.00  |  $        2,153.30  |
| 4 beach/outdoor volleyballs |  $                      210.00  |  $            210.00  |
| **Total** | **$                   7,260.00** |  $      11,779.70  |

We will further discuss setting aside money for Dry Grad and Scholarships funds at our next meeting.

1. **Meeting was called to order at 8:01 p.m.**
2. **Approval of Minutes for Sept. 22, 2020:**
* Draft Minutes were reviewed with no changes noted.
* Motion to approve the Minutes from Sept. 2020 by Simon; seconded by Aspi. Minutes approved.
1. **Approval and/or Additions to the Agenda:**
2. **Administration Report—Ms. Timmins**:
* The school’s Learning Centre is open during school hours for students in Grades 10-12 who would benefit from extra support and/or a place to work since they are only in class for half-days. Students must be referred by a parent, a teacher or an administrator. There is a maximum of 20-person capacity, and students must wear masks and practice social distancing because they are cross-cohorts.
* Ms. Timmins is discussing with Human Resources and trying to work something out in order to have the Learning Centre open afterschool for an hour each day in order to also support Grade 8 and 9 students.
* Oct. 21st at 7:00 p.m., there will Zoom information session for Grade 11 and 12 students and parents with regards to planning for post-secondary. More information and the Zoom link are on the school website and My School Day App.
* On November 2nd and 3rd, some students in Grades 10-12 will be writing Numeracy Assessments (which replaced Provincial Exams). Students in Grades 10-12 who are not writing the exam will work from home on those days with a brief Teams session with their teachers. Students in Grades 8-9 will not be affected and will attend school as usual. There will also be Literacy Assessments in the spring.
* Overall there is a positive atmosphere at school; teachers are working to reintroduce activities slowly and safely, such as sports, library activities, art activities. Student Council led by Jackson Leung will have Grade 8 elections Oct. 26-30 at lunch. Helen Hsu, Area Counsellor, and Jackie Luk are working with a group of teachers tomorrow on planning for Social-Emotional Learning and POWER.
* The Remembrance Day Ceremony will be virtual this year, organized by Mr. Ghaug and other teachers. Student Council will run the assembly; clubs and classes will participate with a variety of presentations which will be shared on OneDrive to all A classes at 11:00 a.m. and at 1:00 p.m. for B classes on November 10th.
* Parent concern re: groups of students congregating near each other just prior to the beginning of afternoon classes. Administrators and teachers are trying their best to help students remember to keep distance and wear masks. They need our help as parents to remind our children and are also encouraging students to remind each other.
* Parent question re: Microsoft Teams training and expectations for staff; students are receiving many handouts and worksheets that could possibly have been on Files in Teams. The district is also using Scholantis and Moodle. Ms. Timmins will check in with teachers and encourage them to make use of the Files tab in Teams for handouts and worksheets.
1. **Past Chairperson Report—Dale March**
* Dale provided us with an update from RDPA. They have meetings on the first Tuesday of each month; at this time all meetings are virtual. All schools are welcome and encouraged to send a representative to attend RDPA meetings. Simon Kok has volunteered to be our representative and attend meeting, take notes, report back at our PAC meeting.
* RDPA’s website: <https://dpac.sd38.bc.ca/> The last meeting on October 6th was the AGM which had been postponed from last spring due to Covid-19. A new Executive was elected with Andrew Scallion as President, Dionne McFie as Immediate Past-President and Karina Reid as Vice-President.
1. **Treasurer Report—Yokin Tsui**

Our accounts are at Coast Capital, and these are our balances as of Oct. 1, 2020:

* General Account: $335.17
* Gaming: $5,220.08
* Dry Grad: $4,208.18
* $14,960 has been direct deposited into Gaming Account
* Our BCCPAC membership fee of $75 has been paid from GL account already
* Dry Grad still has approximately $2,400 credit towards PartyWorks.
* Aspi Ustad (Co-Chair) will be our new sponsor at Coast Capital.
* The following people currently have Signing Authority: Marcy Timmins, Yokin Tsui, Aspi Ustad, Michelle Ng (Business Assistant, Coast Capital account sponsor).
* PAC will remove Marcy’s signing authority as per request, to comply the school district update policy – shall not involve in any PAC signing account activities.
* Angela Ng (Co-Treasurer) is volunteering to also take on signing authority; Aspi and Yokin will coordinate that with her.
1. **Update from Incentive**
* There was no update from the Incentive Program.
1. **Other Business:**
* Dry Grad is on hold for now; Ms. Timmins will send messages out to Grade 11 and 12 parents when the timing seems right in order to look for volunteers. As per directives from the Provincial Health Officer, we currently can’t gather in groups greater than 50. Until these restrictions are lifted, we won’t be able to plan any grad celebrations. All Dry Grad documents and files are with Michelle Ng for storage at the school office.
* All electronic PAC files will be passed on to Pooja tomorrow evening from Dale.
* We usually have a presentation on AP (Advanced Placement) courses at our November PAC Meeting, but Ms. Timmins feels the timing would put excessive strain on teachers with the quarter system this year. She will communicate with AP teachers and will find a way for them to present their programs.

Meeting adjourned at 8:50 p.m.

Next Meeting Tues. Nov. 17th at 7:00 p.m. Ms. Timmins will invite Heather Larson, our School Trustee.