

RSS PAC Meeting Minutes April 15, 2025

7:00pm ... In-Person (RSS Library) and Zoom

Chair (In-Person RSS Library, and Zoom Facilitator): Tamara Ebl (*President*)

In-Person Attendees (RSS Library): Hugh Alexander (Principal), Jarret Atkins (VP: last name A-F), Teresa Banka, Kara Cooper, Jaime Davison, Megan Elmhurst, Dan Favell, Bonnie-Lee Gorda, Sue Holt, Amanda Kraft, Angela Scheming,

Zoom Attendees: Keri Hayashi, Julie Richmond

ITEM	DISCUSSION/ACTION	PRESENTER
1.0 CALL TO ORDER	7:01pm	T. Ebl (Chair)
1.1 Acknowledgement	The RSS-PAC Executive respectfully acknowledges, with gratitude, that we are privileged to be guests on the traditional, ancestral, and unceded territory of the Syilx Okanagan Nation.	Tamara Ebl (Chair)
1.2 Adoption of Agenda	Motion made by Tamara Ebl: To adopt the agenda as presented. Seconded by Dan Favell. <i>No objections. Approved by general consent.</i>	Tamara Ebl (Chair)
1.3 Approval of Meeting Minutes of Feb 18, 2025	Motion made by Tamara Ebl: To adopt the Minutes of the February 18, 2025 meeting as presented. Seconded by Dan Favell. <i>No objections. Approved by general consent.</i> https://rss.sd23.bc.ca/Parents/pac/Pages/default.aspx#/	Tamara Ebl (Chair)

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ITEM	DISCUSSION/ACTION	PRESENTER
1.4 Business Arising from Minutes of Feb 18, 2025: Item 3.2d – Spring2025 50/50 raffle to raise funds for RSS-PAC Awards for 2025/2026 Grads STATUS: - As agreed, and consistent with previous year, Tamara Ebl (President) updated application form and provided to Hugh Alexander (Principal) to coordinate promotion of the awards and distribution of application form to 2025 RSS Grads. - Application deadline closed March 31, 2025. 17 applications received (for total available 5 awards, as approved by RSS-PAC on Feb 18, 2025) and forwarded to Hugh Alexander (Principal) to coordinate with RSS selection committee. - Comparative: 10 applications received 2024 (for total available 4 awards that year) - Consistent with prior year, awards will be announced at RSS Grad Ceremonies, with payments not being made to recipients until they supply proof of post-secondary enrolment. - To mitigate the challenges experienced last year, the 2025 Application was intentionally updated to require applicants to provide Social Insurance Number. Item 3.2d – Spring2025 50/50 raffle to raise funds for RSS-PAC Awards for 2025/2026 Grads STATUS ... Dan Favell (Treasurer) to provide update		Tamara Ebl (Chair)
2.0 EXECUTIVE	rss.pacpresident@sd23.bc.ca	
President:	Tamara Ebl	
Vice-President:	Megan Elmhurst	
Past President:	Marie Howell	
Secretary:	Kara Cooper	
Treasurer:	Dan Favell	
COPAC Representative:	Amanda Kraft	

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ITEM	DISCUSSION/ACTION	PRESENTER
3.0 STANDING ITEMS		
3.1 Treasurer's Report		Dan Favell (Treasurer)
	See Appendices A, B, C 3.1a: Motion made by Tamara Ebl: To approve the Treasurer's Report, as presented. Seconded by Megan Elmhurst. <i>No objections.</i> Approved by general consent. 3.1b: Spring 50/50 will run from May 12-29, with the draw on May 30, 2025.	
3.2 President Report		Tamara Ebl (Chair)
	3.2a: Notice of 2024-2025 RSS-PAC Annual General Meeting (AGM) - May 27, 2025 (7:00pm) ... In-Person (RSS Library) and Zoom - Logistics: Excerpts from RSS-PC Constitution & Bylaws (https://rss.sd23.bc.ca/Parents/pac/Pages/default.aspx#/) III. EXECUTIVE OFFICERS - The Executive Officers shall include: President, Vice President, Secretary, Treasurer, Past President, with an option for a COPAC Representative. - No member shall hold more than one office at any one time and no member shall hold office for more than two consecutive years, unless no other willing candidate comes forth and the PAC agrees. - To be elected as President the candidate must: a) have been an active member for at least one year, or b) held an executive position with a previous PAC or the COPAC. VIII. ELECTION OF EXECUTIVE OFFICERS - Election of Executive Officers shall take place at each Annual General Meeting. - Nominations shall be called for from the floor. 3.2b: (Information Items): - Tamara Ebl expressed gratitude to the RSS-PAC Executive Team, who have been a joy to work with. - Invitation to all Parents, Guardians, and Host Families to consider volunteering for PAC. Nominations will be accepted from the floor at the RSS-PAC AGM on May 27.	

ITEM	DISCUSSION/ACTION	PRESENTER
3.3 RSS Administration Report https://rss.sd23.bc.ca <u>RSS Priorities (Reminder)</u> 1. Indigenous Ways of Learning 2. New Reporting and Assessment 3. Cultural and DEI (Diversity, Equity and Inclusion) <u>Recent Activities and Upcoming Events</u> • Thank You: To PAC Executive volunteers and Parents/Guardians who are engaged and carving time out of their busy lives to support RSS students. • Culinary Café: Continues to be operating out of the Catholic Church across the street (Rutland Road). Optimistic the new café will be reading for opening May/June2025. • New Gym Floor: Unanticipated complications have arisen. It has been determined that the volleyball court is lop-sided, with one side slightly bigger than the other. This is scheduled to be fixed over the summer. • Stage: Has been ordered. Fingers crossed that it arrives in time for Grad. • Thank You: To the Grad Parent Committee for their great work. The accomplishment of reducing the Prom ticket price to only \$50 is commendable and will help ensure more grads can participate. • Capstone Presentations: Happening the week of April 22, 2025. To preserve the gym floor, Capstone Presentations will be held in the Library again this year. • E-Sports and Team Sports: Rugby, Track & Field, Ultimate Frisbee • AP Exams: Starting early May. Organized by Jarret Atkins (VP: last names A-F)	Guests: Hugh Alexander (RSS Principal) Jarret Atkins (Vice-Principal, Last Names A-F)	
3.4 COPAC Representative Report www.copac.sd23.bc.ca https://bccpac.bc.ca/ <u>Information Items from XX, 2025 COPAC Meeting</u> 3.4a: See Appendix D 3.4b: Motion made by Amanda Kraft to have Nicole Barker (COPAC President) to act as the voting proxy at the 2025 BCCPAC AGM for the RSS-PAC. Seconded by Tamara Ebl. No objections. Approved by general consent.	Amanda Kraft (COPAC Rep)	

ITEM	DISCUSSION/ACTION	PRESENTER
3.5 RSS 2025 Grad Parent Committee Report <u>Executive (effective Oct 7, 2024)</u> Co-Chairs: Bonnie-Lee Gorda & Michelle Greer Co-Vice-Chairs: Dawn Douglas & Kyla Bauche Secretary: Kara Cooper Treasurer: Kim Martin Member at Large: Leah Bowman Fundraising Leads: Shannon Ward & Bonnie Siddon <u>Meetings</u> - Upcoming Meetings: - Monday, May 5, 2025 (6pm, RSS Library) - Monday, June 2, 2025 (6pm, RSS Library) - All Parents, Guardians, and Host Families of 2025 RSS-Grads are welcome to attend. <u>Contact & Information Updates</u> - There is a dedicated webpage for RSS Grad Parents on the RSS website - Updates also posted on RSS Grad Parents Facebook page rutlandseniorgradparents@gmail.com (with questions and/or to be added to their distribution list for updates) <u>Key Dates and Information</u> Grad Walk & Prom: Friday, May 23, 2025 Prom Tickets: On sale April 22-29, \$50 ... Includes 5 dinner options: - Chicken Fingers and Fries - Burger and Fries - Vegetarian Quesadilla and Yam Fries (Can be made Vegan and Gluten-free) - Butter Chicken, Basmati Rice, and Naan (Can be made Gluten-free) - Sholay (Curried Chickpeas), Basmati Rice, and Naan (Can be made Vegan and Gluten-free) Busing for Prom: Parent volunteers will be needed on each bus to chaperone from the Dolphins (Grad Walk) to Hillcrest (Prom) as well as from Hillcrest to either RSS or downtown. A call-out for volunteers will happen closer to the date via Facebook page. Grad Lanyards: Were handed out in April and were well-received. Grad Gifts: Have been ordered and will be handed out at the ceremonies after Grads cross the stage. Succession Planning: Grade 11 Parents interested in taking lead roles for 2026 Grad asked to volunteer at Prom and attend the last 2 meetings of the year.		Guest: Bonnie-Lee Gorda (RSS Grad Parent Committee, Chair)

Meeting Adjourned: 8:00pm

Next Meeting (All Parents, Guardians, and Host Families are welcome to attend ... RSS Library and Zoom)

- Tuesday, May 27, 2025 7:00pm – AGM
 - Executive positions for nomination: President, Vice President, Treasurer, Secretary, COPAC Rep

Schedule and Agendas of upcoming RSS-PAC meetings, and Minutes of past meetings

- <https://rss.sd23.bc.ca/Parents/pac/Pages/default.aspx#/>

APPENDIX A: RSS-PAC Treasurer's Report Apr 15, 2025

		Committed Funds			Uncommitted	
Account	Bank Balance (Reconciled to Mar 31, 2025)	Uncleared Cheques #780 #782	Approved Fall 2024 Funding <i>not yet paid</i>	Approved Spring 2025 Funding <i>not yet paid</i>	Available Funds	Notes
General	2,695.76			-500.00	2,195.76	
Gaming	47,134.24	-11,689.15	-9,830.00	-19,478.00	6,137.09	1 & 2

Note 1: See Appendix B for detailed breakdown of approved amounts

Note 2: See Appendix C for detailed 50/50 raffle reconciliation

APPENDIX B: RSS-PAC Treasurer's Report Apr 15, 2025

RSS-PAC Gaming Account Committed Funding

Purpose: To calculate the forecasted amount remaining in the Gaming bank account after accounting for committed funding

	Date	Description	Payee		Reference	Amount
Gaming Account Bank Balance @ Jan 31, 2025	January 31, 2025					\$ 47,138.24
	February 28, 2025	Bank Fees				-2.00
	March 31, 2025	Bank Fees				-2.00
Gaming Account Bank Balance @ Mar 31, 2025	March 31, 2025					\$ 47,134.24
Uncleared Cheques	February 18, 2025	Item Paid: #3 ... Music Festival Fees (\$2,065.00) Item Paid: #4 ... Math Games (\$535.56) Item Paid: #5 ... Alt Ed - Burger Baron Field Trip (\$67.93) Item Paid: #11 ... Mindfulness (\$2,142.54) Item Paid: #12 ... Food Chief Banners (\$1,129.44) Item Paid: #20 ... French 12 (\$183.68)	RSS		780	-6,124.15
	April 15, 2025	Item Paid #23 ... RSS Grad Parent Committee (\$5,565)	Grad		782	-5,565.00
Available Gaming Account Bank Balance @ Mar 31, 2025 after uncleared cheques						\$ 35,445.09
Committed Fall Funding for 2024/2025 Approved @ Oct 22, 2024 PAC meeting		2 RSS-PAC Awards (Grad2025)		Final amount to be determined pending proceeds of upcoming 50/50 Raffle(s)		-2,000.00
		3 RSS Music Department ... Festival Fees		\$2,065 paid (Chq#780) versus \$2,065 approved	780	
		4 Math Department ... Games		\$535.56 paid (Chq#780) versus \$560 approved	780	
		5 Grades 10-12 Alternative Education English ... Burger Baron FieldTrip (cross-curricular learning)		\$67.93 paid (Chq#780) versus \$100 approved	780	
		6 Inclusive Education ... 2 desk pedal bikes (supporting neurodivergent learners)				-500.00
		7 Football Program ... 'Guardian Caps' to prevent concussions / head injuries		22 requested (\$2,089), 5 approved		-500.00
		8 Spanish Classes ... Salsa Dance Lessons				-600.00
		10 Japanese Language Classes ... 'Fun Fridays' cultural experiences				-500.00
		11 Counselling Team ... Mindfulness Sessions (prior to Winter Break)		\$2,142.54 paid (Chq#780) versus \$2,450 approved	780	
		12 Indigenous Education ... 4 collapsible Food Chief banners		\$1,129.44 paid (Chq#780) versus \$1200 approved	780	
		13 ELL Department ... To support Diversity, Equity & Inclusion Events [e.g., Multicultural Week (Nov 18- 22), Sharing Student Stories, Lunar New Year (January 29), Ramadan and Eid Celebrations (end of March), Asian Heritage month (May), and a number of Canadian recognized traditions and events (for example, Gingerbread Houses, St.Patrick's Day)]				-2,000.00
		14 Indigenous Learning Community ... Field Trip		\$2,500 requested (30 students), \$20/student up to 30 students = \$600max approved		-600.00
		15 Sewing Club ... sewing project supplies to remove financial barriers for students to participate in Sewing Club				-500.00
		16 Sewing Classes ... bus for students to attend Kwantlen College year-end Fashion Show		\$3,035 requested (50 students), \$20/student up to 50 students = \$1,000 max approved		-1,000.00
		17 Careers Department ... Capstone (covers Fall2024 and Spring2025)				-1,500.00
		19 Art Club ... hangers for wall art				-130.00
		20 French12 ... cultural experiences (cheese)		\$183.68 paid (Chq#780) versus \$200 approved	780	
	Notes:	Items Paid: #1 (BCCPAC Annual Fees) plus those paid via Chq#780 listed above		Balance Remaining		
		Items Denied: #9 (RSS eSport Hoodies), #18 (Jr Girls Basketball Uniforms)		re: 2024/2025 Committed Fall Funding	-9,830	
Forecasted Available Gaming Account Balance after 2024/2025 Fall Funding						\$ 25,615.09
Potential Spring Funding for 2024/2025 Approved @ Feb 18, 2025 PAC meeting		21 English11 (Crime) ... EXIT Experience		\$203 / 15 students = \$13.50/student		-203.00
		22 French 10 / Foods Intro ... Cultural Experiences		\$750 / 50 students = \$15/student		-750.00
		23 RSS Grad Parent Committee ... DJ for Prom & Flash & Frame Photography for Prom		\$5565 paid (Chq#781) versus \$5,565 approved	782	
		24 BC Student Leadership Conference		\$7,000 / 10-20 students = \$350-\$700/student Previous Year: Approved \$200/student for up to 20 students = \$4,000 max		-4,000.00
		25 RSS Cheer ... New Uniforms		not replaced since 2011, Multi-Year Impact		-7,213.00
		26 Music Department ... Drums, Speakers		replace aging drums and broken speakers		-2,800.00
		27 French 11 ... Cultural Experience (croissants)		\$112 / 18 students = \$6.22/student		-112.00
		28 Gardening Club		\$400 / 100+ students = <\$4/student		-400.00
		29 Athletics - Jr. Girls Basketball Uniforms (Paid for by RSS)		\$2,500-\$3,500, uniforms almost 10 years old		
		30 Portable Staging to protect new gym floor (supports Dance, Grad, other presentations and performances)		Benefits entire student body, so ~ \$1/student		-4,000.00
				Balance Remaining		
				re: 2024/2025 Committed Spring Funding	-19,478.00	
Forecasted Available Gaming Account Balance after 2024/2025 Spring Funding						\$ 6,137.09

APPENDIX C: RSS-PAC Treasurer's Report Apr 15, 2025

RSS-PAC 2024-2025 50/50 Raffle Reconciliation (License #157528)

Purpose: To reconcile the 50/50 raffle funds received, expenses paid, and funds disbursed

Raffle Proceeds	\$ 3,650.00
Returned Raffle Proceeds	0.00
Net Total Proceeds	\$ 3,650.00
Raffle Payout:	
Nikky-Rae - Winter 50/50 Raffle Winner (chq 778)	-1,825.00
Raffle Expenses:	
Bambora fees per stmts	-90.28
Raffle Nexus Canada fees per stmt (chq 779)	-408.80
Bank EFT transfer fee	0.00
Gaming license fee	-25.00
Total Raffle Expenses	-524.08
Balance Remaining for Disbursement (must be allocated prior to Dec 2025)	1,300.92
Carryforward from 2023-2024 Raffle (must be allocated prior to June 2025)	\$ 884.43
Total Available for Disbursement	\$ 2,185.35
Disbursements for 2024-2025	
2024-2025 RSS-PAC Awards (to 2025 RSS Grads): \$500 x 4	-2,000.00
Grad Committee	
- portion of proceeds toward their submitted funding request	-185.35
Total Approved Disbursements for 2024-2025	-\$ 2,185.35
50/50 Balance Remaining after Proposed Disbursements	\$ -

RSS-PAC Meeting
April 15, 2025
Appendix D

COPAC Meeting Ap. 7

Guest speaker - Jordan/Branda - early literacy

- We use the early learning profile - being used part or in whole by other districts
- Did a scan with elementary teachers recently - want to continue working together
- Got a grant to continue this work - need to collaborate with educators and families

Trustee Update - presentation to the board on enhancement projects

- Hired Jon Rever as superintendent

Superintendent update - lot of political things going on

- Some of our staff were very busy over spring break lots of jobs done

COTA - voting is so important (echo from board and superintendent)

- Finance meeting on the 16th

COPAC Call for Executive Nominations for 2025/2026 School Year

https://docs.google.com/forms/d/e/1FAIpQLSfka4OQeJviuL289g0_Rt8HhVaWaes7YEKzNzzbOxW3uJyq2w/viewform?usp=dialog

Bylaws Updates Discussion – Suggestion for PACs: consider adding language eliminating co-presidents/co-vice presidents

- Having 2 people in the same role is causing conflicts in school PACs - adding language to not allow this should be considered

School Calendar – 2026/2027, 2027/2028 – complete survey for parents, share to your community

COPAC Events: AI for Parents with Jennie from Science World!

- Thursday April 10, 2025 7pm via zoom (registration
<https://sd23.zoom.us/meeting/register/Ghqdn28RbK6uLxXY6cgEw>)

Provincial Representation & BCCPAC - BCCPAC AGM May 23-25

-Prince George BC and Online - Proxy Forms – Please complete proxy forms early (new online form)