

# Rutland Senior Secondary School Parent Advisory Council (PAC)

## Parent Advisory Council (PAC)

TUESDAY April 19th, 2022 @7pm via ZOOM

### Meeting Minutes

#### 2021/22 RSS PAC Executive

President: Marie Howell

Vice-President: Angela Trush

Treasurer: Peter Dyck

Secretary: Angela Scheming

COPAC Representative: VACANT

#### Administrators

**Principal:** Hugh Alexander

#### **Vice Principals:**

Mr. Jarret Atkins..... Last names A - F

Mr. Russ Bischoff..... Last names G - N

Ms. Michelle Johnston..... Last names O – Z

1. 7:04--Welcome, Attendance & Introductions – Marie Howell, Angela Scheming, Peter Dyck, Kim Ito, Janice Howell, Hugh Alexander, Teresa Banka, Sue Ito, Angela Trush, Chrissy Tayler, Sofia Simeonidis, Tamara Ebl, Bonnie-Lee Gorda, Jarret Atkins
2. Adoption of Agenda, any additions, or deletions – Tamara Ebl accepted the agenda and Sofia Simeonidis 2<sup>nd</sup> it.
3. Adoption of February 2022 Minutes –Tamara accepted and Sue Ito 2<sup>nd</sup> it with corrections on spelling of names.
4. **Administrators Report-** BC Lions did a Grade 10 presentation on Tuesday. Russ also spoke with the different classes about bullying and treating people with kindness and discussing with the kids what they were seeing and feeling themselves. Music groups went to the Jazz festival. Spring Fling for the grads happened. Teresa Banka helped organize and co-ordinate – thank you Teresa. Wellness 11 and 12 –curriculum for students dealing with anxiety that were having problems functioning in the school (only RSS is doing this curriculum) – this curriculum will be presented to the trustee subcommittee tomorrow night. This curriculum was developed out of a need of finding that children were dropping out and this curriculum has really helped. Shortfall (3.3 million) in the Budget of District – 2 schools have been reopened and more portables – Ministry does not fund reopening schools or portables. Meeting for tomorrow night to see how this shortfall will affect the schools. The increase in enrollment is looking at RSS becoming the biggest school in Kelowna. We have the largest AP program in the district. Boys and Girls Ruby teams, Ultimate Frisbee, Girls Soccer, Music Festival.

Currently we are having a severe shortage in bussing given the number of events going on – specifically on Tuesdays. Heather Claggett is off on medical leave consequently Gisele is doing both jobs currently. A temporary job posting has been posted. Our prom is parent organized this year as are many other schools in the district. It is a school sanctioned (school code of conduct still enforced) event however run by parents. Numbers for dry grad have really gone down and consequently dry grad has been eliminated and the parents that formerly helped with dry grad are now organizing prom. A concern about vaping in the bathrooms has been brought up – the admin team are now doing surprise checks on a regular basis and dealing/disciplining students who are doing this. If a student is caught vaping- the parent is called and the parent needs to pick up the child.

Indigenous studies – the ministry is requiring all grads to have this credit/requirement to graduate. The administration is trying to figure out how to help the kids be able to shuffle their courses so that they can include this in their schedules as this requirement will impact the Grade 10 students and all those coming up. The link will be on both the school website and in the minutes – please give your opinion to the ministry.

**Please see the information from the Ministry.**

**All students in BC will need this in order to graduate in the 2023-24 school year.**

<https://engage.gov.bc.ca/indigenousgradrequirement/>

The Ministry is seeking feedback – you can do that here if you are interested in doing so.

<https://feedback.engage.gov.bc.ca/536988?lang=en>

## 5. **Presidents Report**

Marie thanked the teachers and staff for their great leadership and for all they do and for making the school so amazing.

5.1 COBSS Bursary choice -- \$500 out of general funds - choice was made based on financial need. The name will be kept secret until it is awarded. Student needs to go to school in the fall. Should the student not go to school in the fall, a backup student will be given the award.

5.2 PAC Positions for 2022/2023

Nominations and volunteers required. –All positions are open for nomination. It is the current treasurer’s last year – so this position will have to be filled. The other positions including that of PAC president will need to be filled as well. A full sitting PAC is needed to get the gaming funds so if people do not step up, we will not get the gaming funds.

6. **Dry Grad – GRAD COMMITTEE** - \$2700 raised through the Comedy Show, bottle drive this Saturday in the back parking lot at RSS. Prom tickets go on sale next week \$50/ticket (the cheapest of all schools) - Hillcrest Farms – with big tents, light up grad 2022, roaming magicians, caricature, etc. Also, memories by Michelle, has been highered to take pictures of the grad walk which will be available for purchase. Prom ticket sales will be on sale for 2 weeks.

7. **Financial Reports**

7.1 Treasurer Report – See Attached, Peter made a motion to accept the report as presented, Chrissy Tayler has 2<sup>nd</sup> it.

7.2 FUNDING REQUESTS

See Additional Sheet – approximately **\$66,384.18 requested.**

Marie Howell Motioned to approve up to a Total of 14,707.87 of the approved items on the spring funding requests form. Chrissy Tayler 2<sup>nd</sup> it.

8. Adjournment. ---9:21

9. Next Meeting **Tuesday May 17<sup>th</sup> – AGM**

**RSS Treasurer's Report April 19, 2022**

Account balances as at April 18, 2022 (RECONCILED):

Reconciled bank information:

<u>Account</u>	<u>Bank Balance</u>	<u>Committed Funds</u>	<u>Outstanding Funds</u>	<u>Available Funds</u>	<u>Notes</u>
General	\$3,360.76	Nil	Nil	\$3,360.76	1
Gaming	<u>\$41,391.39</u>	<u>\$21,051.01</u>	<u>Nil</u>	<u>\$20,340.38</u>	1, 2, 3, 4, 5
	\$44,752.15	\$21,051.01		\$23,701.14	

Bank Statement or online banking data:

<b>Account</b>	<b>Balance</b>
<a href="#">GENERAL ACCOUNT</a>	\$3,360.76
<a href="#">Member Rewards</a>	\$0.00
<a href="#">Membership Equity Shares</a>	\$6.74

<b>Account</b>	<b>Balance</b>
<a href="#">GAMING ACCOUNT</a>	\$41,391.39
<a href="#">Member Rewards</a>	\$0.00
<a href="#">Membership Equity Shares</a>	\$78.66

Note 1: The books and records have been reconciled with the online bank data as at April 18, 2022.

Note 2: The Canada Revenue Agency has converted our payroll account over to monthly reporting. We had been reporting on a quarterly basis. It is not clear as to why the change was made. A request was made for the CRA to review this decision. A response is still pending. Our request number is SA220181233222. Until they complete the review, returns must be filed by the 15<sup>th</sup> of the following month. This payroll account is used for reporting bursaries paid directly to students. Under the current Gaming regulations, we are required to issue and report any bursaries paid out from the Gaming account. **Note that the 2022-2023 is the last year that Gaming Funds can be used for bursaries.** This payroll account will no longer be necessary. The PAC should consider closing the account in 2024.

Note 3: Outstanding funding requests:

Year	Requested By	Department	Description	Budget
2021/2022	Randal Friesen	Careers	Improving Learning Space	\$ 5,000.00
2021/2022	Chance McCoy	Football Team	Helmets	8,375.00
2021/2022	Committee	Dry Grad	Dry grad events	2,000.00
2020/2021	PAC	PAC	Bursaries	4,500.00
			Total 2021-2022 Funding	\$ 19,875.00

Note 4: We have \$15,000 available in the gaming account available for funding requests in this round.

Note 5: There is currently \$4,500 in bursaries available from the 2020/2021 period being carried forward. Of this amount \$3,000 has been assigned to six students. \$1,500 remains unassigned. These funds must be used by October 31, 2022, or the funds will lapse.

**Rutland Senior Secondary PAC Funding Requests**  
**SPRING 2022 April 19<sup>th</sup>, 2022**

<b><u>Staff Member Dept/Class/Group</u></b>	<b><u>Funding Request</u></b>	<b><u>Description</u></b>	<b><u>Approved or Not Approved</u></b>
<p><b>RSS PAC Bursaries from Gaming Account</b></p> <p><b>7 students</b>  Grant does allow for purchase.  This will be last year this will be allowed according to Guidelines.</p>	<p><b>Up to \$3500</b></p> <p><b>\$1500 from previous 2020/21</b>  <b>\$2000 from 2021/2022</b>  <b>Funds need to be used by Sept 2023</b></p>	<p>8 applicants on Bursary – 1 will be awarded via COBSS</p> <p>Provide 7 other applicants with funds from PAC</p>	<b>Approved</b>
<p><b>Mr. Williams</b>  <b>Indigenous Learning</b>  <b>Community FIELD Trip</b></p> <p><b>40 plus Students.</b>  Grant does allow for purchase.</p>	<p><b>Up to \$750</b></p>	<p>Busing Cost to go to Kamloops Residential School – Field Trip  Learning about Indigenous History</p>	<b>Approved</b>
<p><b>Mrs. Harvey</b>  <b>Grad Ceremony Events and School Events</b></p> <p><b>6 Pub Height Cocktail Tables</b>  <b>Benefits School Events, Grad Events.</b></p>	<p><b>Up to \$1100</b></p>	<p>Pub Height Cocktail Tables  Long term purchase  Useful for many different events, not just grad class.</p>	<b>Approved</b>
<p><b>Ashley Melle</b>  <b>Sewing Club</b></p> <p><b>Cricut Machine</b>  <b>80 plus students</b></p> <p>Leadership Class was provided funds to purchase a Cricut in the FALL – can this not be used? Shared Purchase – the item belongs to school once purchased.</p>	<p><b>Quotes:</b>  Amazon - \$600  Costco - \$400</p>	<p>For use in Sewing Club and sewing classes to decorate and apply decals to clothing and items that students have sewn. With the Cricut Maker, you can cut student designs out of vinyl or fabric which can be used to embellish items students have sewn. This would allow students to take their designs to the next level. We could also make this</p>	<b>NOT Approved</b>

		available to other programs in the school.	
<p><b>Linnea Kelliher</b>  <b>Spanish Class</b>  <b>Spanish 10, Spanish 11, Spanish 12</b></p> <p><b>Dance Teacher - Guest</b>  <b>\$100.00/hour x 3 hours</b></p> <p><b>90 students/semester</b></p> <p><b>Grant does allow for purchase</b></p>	<p><b>UP to</b>  <b>\$300.00</b></p>	<p>Salsa dance is an integral part of Spanish/Latin culture and is woven into the history and traditions of so many countries. As part of the curriculum language teachers must share culture with their students and dance lessons are incredibly popular and important. Most students would not ever take dance lessons on their own and it is always so amazing to watch them have so much fun doing something completely out of their comfort zone</p>	<p><b>Approved</b></p>
<p><b>Mallory Wightman</b>  <b>RSS Play School</b></p> <p><b>Outdoor Shed</b></p> <p><b>RSS Playschool – how are our students involved? Who helps fund this program?</b></p>	<p><b>Quotes:</b>  Total  \$871.36  Total  \$1118.88</p>	<p>Storage of Equipment, Toys, The RSS Playschool is a licensed child care facility through Interior Health and has been operating for over 30 years.</p> <p><u>Current Shed Falling Apart</u></p> <ol style="list-style-type: none"> <li>1. Rubbermaid Big Max Junior 3 ft. 5-inch x 7 ft</li> <li>2. Rubbermaid Roughneck Garden Shed - 7-ft x 7-ft</li> </ol>	<p><b>Not Approved</b>  <b>NOT approved – needs SD 23 approval. Does not fit criteria.</b></p>

<p><b>Pamela Bruder Garden Club</b></p> <p><b>Prefabricated Outdoor Shed</b></p> <p>Should the school be purchasing – like a storage container is used for other programs?</p>	<p><b>Options:</b> Steel Shed - \$671.99 Resin Shed - \$871.36</p>	<p>We would like to have a shed to store tools and supplies that the garden club needs/uses for gardening around the school. Currently, the tools are being stored in a cupboard in the sewing room, but the sewing program needs the space back. It would also be simpler and more efficient to store tools outdoors where the gardens are. Additionally, some equipment that is being stored outside (like our wheel barrow) are getting worn out from being exposed to the elements</p>	<p><b>NOT Approved – needs SD 23 approval.</b></p>
<p><b>Chance McCoy Athletics</b></p> <p><b>Football Team</b></p> <p><b>New Football Uniforms</b> 40 Complete Home 40 Complete Away Tops &amp; Bottoms Grant does allow for purchase</p>	<p><b>Quotes:</b> \$11,976.47 \$15,744.01</p>	<p>Uniforms required as interest in Football Program has grown. Not enough uniforms and mismatched uniforms.</p>	<p><b>Not Approved</b></p>
<p><b>Ms Jackson Athletics Rugby Teams</b></p> <p><b>Uniforms</b> 60 plus students Grant does allow for purchase</p>	<p><b>Quotes:</b> \$5462.72 1st \$3685.54 2nd \$5681.00 3rd</p>	<p>Replacement of Rugby Uniforms – Jersey Tops and Shorts</p>	<p><b>Approved</b></p>



<p><b>Lindsay Robb</b> <b>Athletics</b></p> <p><b>Basketball uniforms</b> <b>Senior Girls Team</b></p> <p>Grant does allow for purchase</p>	<p><b>Quotes:</b></p> <p>\$4345.15 1st</p> <p>\$3498.56 2nd</p> <p>\$3081.35 3rd</p>	<p>Current uniforms extremely old, missing uniforms, mismatches.</p>	<p><b>Approved</b></p>
<p><b>Lindsay Reynoldson</b> <b>Leadership</b></p> <p><b>T shirts for ALL students</b></p> <p>Grant does allow for purchase – this is a School Spirit.</p>	<p>Quote for 1600 t-shirts: \$13,296.64</p>	<p>We are asking for funds to provide a t-shirt for every member of our student community at RSS. The last two years have taken a toll on our school culture because we have been very limited in what we have been allowed to do. We are hoping for a reset and would like to give out these t-shirts to all students, so that they feel like they belong at RSS. This can help to reset and improve our culture. There are a lot of students who want Rutland Merch but do not have the funds to purchase it. Imagine how amazing it would feel to be one of these students or a new student to RSS welcomed with a t-shirt. This year we are asking for a t-shirt for all students. The following years, we are hoping to provide a t-shirt to the new grade 9s and new students. There is some</p>	<p><b>NOT APPROVE D.</b></p>

		<p>logistics surrounding this. For students to choose their sizes, they could do it in homeroom class at the beginning of the year or we could send out a mass email with a google form attached. Any student that does not choose a size or is away we would order a large for.</p>	
<p><b>Lindsay Reynoldson Leadership</b></p> <p><b>Products can come from Blairs Sports</b></p> <p><b>Video attached to Application</b></p>	<p><b>\$2500</b></p>	<p>We are asking merchandise to provide as prizes to students. We would use out Plinko board and Spin Wheel at events and in the mornings to hype up school spirit. We will be bringing back Voodoo Friday where if you wear something RSS, you get to Spin the Wheel or do Plinko for prizes. In the past we have done candy mostly. We would like get items for prizes that students could use in everyday life, like water bottles, draw string bags, etc. We are asking for \$2500 that we can spend on this merchandise.</p>	<p><b>NOT APPROVED</b></p>

<p><b>Lindsay Reynoldson Leadership</b></p> <p><b>Leadership iPad</b></p> <p>Ipad: \$1 259.00  Year apple warranty: \$269  Ipad case: \$89.95  Total: \$1 617.95</p> <p><b>Video attached to application.</b></p> <p><b>In Fall a BLUE Tooth Speaker was purchased by Margaret Harvie Events, Assemblies.  Is there any other departments with iPad that can be shared?</b></p>	<p><b>\$1617.95</b></p>	<p>This Ipad would be a one-time purchase that would be utilized by Leadership, Grad, Athletics and other programs throughout the school. It would be used by both adults and students. The purpose of the iPad would be multifaceted. One use would be for playing music in the forum during the morning to create a positive environment for students when they enter the building. Our forum has a great new sound system and currently to be able to play music we must use our personal device or a school laptop. The issue with this is that there are often things that need to be done in the mornings and people cannot sit in the forum for an hour before school. With an Ipad, we could set up a playlist on our school spotify and lock it in the cabinet in the forum so music can be played without needing to leave your own personal device. Another use is for students to use it for</p>	<p><b>NOT APPROVE D</b></p>
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		media marketing and social media on the @RSSLeadership Instagram and @RSSVoodoos Instagram.	
<p><b>Jennifer Skogstad</b>  <b>Lindsay Robb</b>  <b>Capstone Event</b>  <b>Graduation</b></p> <p>PAC traditionally supports this</p>	\$750	Food, refreshments for this event.	Approved
<p><b>Jennifer Skogstad</b>  <b>Each quote had varying amount of equipment versus the next.</b></p> <p>Gaming Grant has prohibited use of funds such as</p> <ul style="list-style-type: none"> <li>♦ Extra lighting, curtains, props, etc. for in-school theatre/drama classes</li> <li>♦ Purchasing items that are the responsibility of the school or school district (e.g. audio-visual equipment, digital news reader boards, curriculum-related books for the library, outdoor classrooms, personal protective equipment, etc.)</li> </ul>	<p>Quotes</p> <p>\$ 4277.58  \$12,305.44  \$18,419.52</p>	<p><b>Purchasing Lighting, Sound, systems</b></p> <p>Application on behalf of several school groups/departments. <b>The largest quote has been added to reflect the full scope of equipment that has been rented in the past.</b></p> <p>Purchasing saves on rental.</p>	<p><b>NOT APPROVED</b></p>

**Total Approved – up to \$ 14 707.87**