

RSS PAC Meeting Minutes November 21, 2023

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

Chair (Zoom Facilitator): Tamara Ebl (*President*)

Zoom Attendees: Hugh Alexander (*Admin*), Teresa Banka, Angela Block (*Chair, 2024 RSS Grad Parent Committee*), Christopher Bocskei, Kara Cooper, Barry Ebl, Dan Favell, Bonnie-Lee Gorda, Marie Howell, Michelle Johnston (*Vice-Principal, Last Names O-Z*), Christina Kelly, Amanda Kraft, Jazmin Perez, Julee Richmond, Sofia Simeonidis, Andrew Simms, Tvisha Srikant (*Gr12 RSS Student*), Niki Suedbeck, Linna Tomlinson, Mike Wolthuizen (*Teacher, Genocide Studies*)

ITEM	DISCUSSION/ACTION	PRESENTER
1.0 CALL TO ORDER	7:01pm	T. Ebl (Chair)
1.1 Acknowledgement	<p>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.</p> <p>The Chair also respectfully acknowledged, with gratitude, her privilege of participating remotely in this meeting from the City of Vancouver, located on Musqueam, Squamish, and Tsleil-Waututh First Nations territory. More specifically, the Vancouver campus of UBC, located on the traditional, ancestral, and unceded territory of the Musqueam people.</p>	Tamara Ebl (Chair)
1.2 Adoption of Agenda	Agenda adopted, as presented by general consent.	Tamara Ebl (Chair)
1.3 Approval of Meeting Minutes of Oct 17, 2023	<p>Minutes of the Oct 17, 2023 meeting approved, as presented, by general consent.</p> <p>https://rss.sd23.bc.ca/Parents/pac/Pages/default.aspx#/</p>	Tamara Ebl (Chair)
1.4 Business Arising from Minutes of Oct 17, 2023: 1.4a: (Information Item): Deadline for submitting contract renewals and funds to COBSS is November 25, 2023 ... Deferred to be discussed during President Report [Agenda Item 3.2a]		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 & Jammie Paterson (Back Up)	

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 Marie Howell. <i>No additions. No objections. Approved by general consent.</i>		
3.2 President Report		Tamara Ebl (Chair)
3.2a: Funding Requests		
<ul style="list-style-type: none"> See Appendix D Discussion re: scholarships/bursaries ... General consensus to proceed <u>without</u> COBSS, relying instead on RSS Admin Team (i.e., Principal, Capstone Coordinators, etc.) for awards adjudication. Marie Howell suggested a motion to add a \$2,000 lump sum amount – consistent with prior years – for the 2024 RSS Grad Parent Committee, to be used toward the 2024 RSS Prom. <ul style="list-style-type: none"> Tamara Ebl indicated she had discussed with the Chair of the 2024 RSS Grad Parent Committee – during that committee's meeting the previous night (Nov 20) – availability of potential funding from RSS-PAC. Angela Block (<i>Chair, 2024 RSS Grad Parent Committee</i>) requested RSS-PAC defer funding consideration for 2024 RSS Prom until the Feb2024 round of funding requests when their committee is further along in their planning. They are currently doing 'homework' in researching pricing for potential alternate locations for 2024 RSS Prom, results to be discussed at their next meeting (Dec 11). After that meeting they'll be more informed about potential costs, with decision anticipated early 2024. Therefore, a Feb2024 funding request is more logical from their perspective. Teresa Banka queried whether approval of funding now may be more prudent for the 2024 RSS Grad Parent Committee to be able to make down-payments (for venue, etc.) Angela Block advised that Hillcrest Farms has already reserved their facilities for RSS Prom for May 24, 2024 and is not requiring a deposit. This is where RSS Prom has been held the past few years, and other (indoor) options will only be considered if comparable pricing. It is very possible Hillcrest Farms may be chosen for RSS Prom again this year. Angela Block advised that much will also be dependent on whether Ms. Harvie's application with City of Kelowna for the May 24, 2024 date for RSS Grad Walk is ultimately approved. Agreed to defer funding consideration for Grad Parent Committee (re: 2024 RSS Prom) until Spring2024 round of funding requests (Feb2024) 		

ITEM	DISCUSSION/ACTION	PRESENTER
<p>3.2 President Report (cont'd)</p> <p>3.2b: Motion made by Tamara Ebl: To approve – upon provision by RSS Admin of appropriate receipts and proof of purchase – reimbursement to RSS for items approved under <i>Agenda Item 3.2a: Funding Requests</i>, not to exceed approved maximum amounts for each item. To also approve the scholarships/bursaries as proposed (1 x \$500 from General account, 3 x \$500 from unused balance of 2022-2023 50/50 draw remaining in Gaming account).</p> <p>Seconded by Marie Howell.</p> <p>No additions. No objections. Approved by general consent.</p> <p>3.2c: (Information Items)</p> <p>Friendly reminder that only parents, guardians, and host families of RSS students, as well as invited guests, may attend RSS PAC meetings.</p> <ul style="list-style-type: none"> Students of parents, guardians, and host families participating in RSS PAC meetings are also welcome to attend, as has been standard practice. 		<p>Tamara Ebl (Chair)</p>
<p>3.3 RSS Administration Report</p> <p>https://rss.sd23.bc.ca</p> <p>3.3a: (Information Item): Returning Course – Holocaust 12</p> <ul style="list-style-type: none"> Mike Wolthuizen (<i>Teacher, Genocide Studies</i>) discussed ‘return’ of Holocaust 12 course <ul style="list-style-type: none"> Originally, Mike and a colleague from KSS developed a Holocaust 12 course, which ran for about 10 years The course eventually evolved into what is now Genocide Studies 12, and was approved by the Ministry as meeting Gr12 grad requirements Fast forward another 10 years, and consideration is being given to once again offer Holocaust 12, with rationale that unique elements of the Holocaust warrant its own focused course Plan is for Holocaust 12 to run parallel with – but separate from – Genocide Studies 12 Holocaust 12 would not meet Gr12 grad requirements, but would be eligible for credit as a Gr11 / Gr12 ‘elective’ course General consensus of strong support for this proposal, with multiple appreciations expressed and acknowledgement that we are fortunate at RSS to have a teacher not only so passionate about this topic but also very educated and knowledgeable on the topic While it is beyond PAC’s scope to ‘approve curriculum’, we may support / endorse <ul style="list-style-type: none"> Agreed Tamara Ebl (RSS-PAC President) will liaise with Hugh Alexander (Principal) to provide letter of endorsement for Holocaust 12 to support RSS application for SD23 approval (anticipated Jan2024) 		<p>Guests:</p> <p>Mike Wolthuizen (Teacher, Genocide Studies)</p>

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ITEM	DISCUSSION/ACTION	PRESENTER
3.4 COPAC Representative Report www.copac.sd23.bc.ca https://bccpac.bc.ca/ Grade 9 Report Cards <ul style="list-style-type: none"> Changes will include more comments, including for 'work ethic' (no longer G/S/N) https://www.assessment.sd23.bc.ca/student-reporting-parent-resources BCCPAC fees (and PAC Proxies for BCCPAC AGM) <ul style="list-style-type: none"> As approved during our RSS-PAC meeting of Oct 17, COPAC will pay the RSS-PAC BCCPAC annual membership fee of \$75 in exchange for us having signed over to COPAC our proxy for the BCCPAC AGM. COPAC is making payment to BCCPAC on Dec 1 PAC Constitution and Bylaws <ul style="list-style-type: none"> Workshop will be offered in early 2024 (date TBD) 		Amanda Kraft (COPAC Rep)
3.5 Grad Parent Committee Report <u>Executive (effective Oct 16, 2023)</u> Chair: Angela Block ("Cacchioni" on Facebook) Vice-Chair: Colleen McGregor Secretary: Suzanne Graham Treasurer: Donna Dudych Members at Large: Bianca Shaw, Michelle Frenette, Kristy Chesney <u>Fundraisers</u> <ul style="list-style-type: none"> Dominos Pizza Nights (ongoing, 3rd Wednesday of each month, see Facebook) Bottle Drive (ongoing, use code 2502125058 when dropping off at Columbia Bottle Depot locations) ... Also, bottle drive event being coordinated for Jan 7 (save empties from Christmas / New Years, email rutlandseniorgradparents@gmail.com if you'd like to coordinate a pick-up between Jan 2-6) <u>Meetings</u> <ul style="list-style-type: none"> Meetings will typically be held in the RSS library the night before RSS PAC Next Meeting: Dec 11, 7pm (RSS library <u>and</u> Zoom option, link not yet set up) <u>Contact & Information Updates</u> <ul style="list-style-type: none"> rutlandseniorgradparents@gmail.com (with questions and/or to be added to their distribution list for updates) Intention is that 'Grad Parent Committee Report' will remain a standing agenda item for RSS PAC meetings 		Angela Block (Grad Parent Committee Chair)

Meeting Adjourned: 8:37pm

Next Meeting

- January 23, 2024 7:00pm
- All Parents, Guardians, and Host Families are welcome to attend

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

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

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APPENDIX A: RSS-PAC Treasurer's Report Nov 21, 2023

Purpose: To reconcile and explain Bank Account Balances as of October 31, 2023:

Account	Bank Balance (per Bank Statements)	Committed Funds	Outstanding Funds	Available Fund (Reconciled)	Notes
General	2,740.76	0.00	0.00	2,740.76	
Gaming	55,973.23	-8,063.27	0.00	47,909.96	1 - 4

Note 1: Outstanding funding requests (cheques to be written)

Year	Requested By	Department	Description	Amount
2022-2023	Taylor Schmitke	Student	Bursary Scholarship	-500.00
08-05-23	Elizabeth Baerg	ELL	H2O trip for 100 students	-400.00
08-28-23	Elizabeth Baerg	ELL	Fun Fridays - Japanese Culture	-91.73
09-14-23	Julie Loveridge-Marks	Various	Multicultural Events	-353.17
08-02-23	Chance McCoy	Football	Football Team Uniforms - 1 Set	-6,000.00
09-01-23	Ashley Melle	Various	Cricut machine	-593.37
08-25-23	John Williams	Social Studies	Social Studies Field Trip	-125.00
Total cheques to be written re: 2022-2023				-8,063.27

Note 2: There are no other outstanding funding requests received for the 2022/2023 budget.

Note 3: All cheques already written have now cleared the bank.

Note 4: Of the available balance in the gaming account (see above), there is \$1,751.95 remaining and unused from the 2022-2023 50/50 raffle (see separate continuity schedule).

These monies must be allocated and spent by June 2024.

Discussions:

Committed funding:

All committed and allocated funding from prior years that has not been requested or spent by the start of the new school year, should be placed back into the RSS PAC's annual funding budget to be redistributed to the new funding requests for the year.

Funding is not typically carried forward from budget to budget.

Fall funding requests:

There were 10 fall funding requests totalling \$15,689.77. If we approve all of this funding, along with our 3 annual bursaries, the gaming account will have \$31,220.18 remaining to allocate in the spring.

APPENDIX B: RSS-PAC Treasurer's Report Nov 21, 2023
RSS-PAC Gaming Account Committed Funding

Purpose: To calculate the amount remaining in the gaming account after committed funding is accounted for

	Date	Requested By	Department	Description	Amount
Closing bank balance	September 30, 2023				\$ 23,338.23
	October 5, 2023			Gaming grant	32,640.00
	October 31, 2023			Bank Fees	-5.00
Estimated Gaming balance	October 31, 2023				\$ 55,973.23
Carry forward funding committed from 2022/2023 (cheques to be written)	2022/2023	Taylor Schmitke	Student	2022/2023 Bursary Scholarship	-500.00
	August 5, 2023	Elizabeth Baerg	ELL	H2O trip for 100 students	-400.00
	August 28, 2023	Elizabeth Baerg	ELL	Fun Fridays - Japanese Culture	-91.73
	September 14, 2023	Julie Loveridge-Marks		Multicultural Events	-353.17
	August 2, 2023	Chance McCoy	Football	Football Team Uniforms - 1 Set	-6,000.00
	September 1, 2023	Ashley Melle		Cricut machine	-593.37
	August 25, 2023	John Williams		Social Studies Field Trip	-125.00
Balance after 2022/2023 funding					\$ 47,909.96
Potential funding for 2023/2024	2023/2024			Scholarships & bursaries	-1,500.00
	October 23, 2023	Alyssa Pembleton	Social Studies 12 (4 classes)	8 busing trips	-1,600.00
	November 1, 2023	Deborah Holmes etc.	Counselling Department	Mindfulness lessons and meditation	-2,250.00
	November 6, 2023	Jeff Saunders	Music Department	Festival registration and bussing	-2,690.00
	November 7, 2023	Elizabeth Baerg	Japanese Language Class	Cooking supplies for Japanese language classes	-400.00
	November 8, 2023	Margaret Harvie	Grad	Stanchions	-984.78
	November 7, 2023	Sherrie Farquhar / Wayne Horning	Library	BT drawing tablets	-2,388.00
	November 8, 2023	Margaret Harvie / Lindsay Reynoldson	Leadership / Grad /Student Culture (DEI)	Five Days of Christmas	-1,500.00
	November 15, 2023	Jenn Skogstad	Career Life Programs - CAPSTONE	Capstone 12 Presentation Day	-1,500.00
	November 15, 2023	Linnea Kelliher	Spanish Class Dance Lessons	Cultural activities and Salsa dancing	-500.00
	November 15, 2023	Lindsay Robb	Athletics - Volleyball	Replace outdated uniforms	-1,877.00
Projected gaming account balance					\$ 30,720.18

Note: All cheques already written have now cleared the bank.

APPENDIX C: RSS-PAC Treasurer's Report Nov 21, 2023

RSS-PAC 2022-2023 50/50 Raffle Reconciliation

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

Raffle Proceeds	\$ 10,025.00
Returned Raffle Proceeds	-25.00
Net Total Proceeds	\$ 10,000.00
Expenses:	
Bambora fees per stmts (208.67 + 38.39 - 0.01)	-247.05
Raffle Nexus Canada fees per stmt (1000.00 + 50.00)	-1,050.00
Bank EFT transfer fee	-1.00
Gaming license fee	-25.00
Total Expenses:	-1,323.05
Raffle Disbursements	
Judy McPherson - 50/50 winner (chq 743)	-5,000.00
Grad Committee - portion of proceeds (chq 746)	-1,925.00
Total Disbursements	-6,925.00
Balance Remaining for Disbursement (must be allocated prior to June 2024)	\$ 1,751.95
Proposed Disbursements for 2023-2024	
2023-2024 Bursaries: \$500 x 3	-1,500.00
Allocate to Margaret Harvie's Grad Funding Request	-251.95
Total Proposed Disbursements for 2023-2024	-\$ 1,751.95
50/50 Balance Remaining after Proposed Disbursements	\$ -

APPENDIX D: RSS-PAC Fall2023 Funding Requests APPROVED									
	Activity / Team / Club / Group	Teacher / School Admin Sponsor / Contact Name	Description and Purpose of Funding Request	Eligibility for Gaming?	How many students would benefit from this funding?	Funding Amount Requested (\$)	PAC Approved?	PAC Approved Amount to be Paid from Gaming	PAC Approved Amount to be Paid from General
1	RSS-PAC BCCPAC (BC Confederation of Parent Advisory Councils) https://bccpac.bc.ca/index.php/members * Annual Membership Fee	RSS-PAC	Membership must be maintained 'in good standing' in order for us to retain voting privileges and for RSS students to be eligible for BCCPAC financial awards (scholarships / bursaries)	YES	potentially all RSS students	\$75	Motion APPROVED at Oct 17 RSS-PAC Mtg: 4.5.1: Motion by Tamara to accept COPAC's offer to pay the RSS-PAC BCCPAC annual membership fee of \$75 in exchange for signing over to COPAC our proxy for the BCCPAC AGM. Seconded by Bonnie-Lee Gorda. No objections. Approved by general consent.	\$0	
2	Scholarship(s) / bursaries for RSS students pursuing post-secondary education	RSS-PAC	Scholarship(s) / bursaries for RSS students pursuing post-secondary education	YES ... but only <u>non-gaming grant</u> funds	4	1 x \$500 award from GENERAL account <i>(PLUS \$25 per award 'Admin Fee' if coordinated thru COBSS)</i> 3 x \$500 awards from GAMING account = \$1,500 * Proposal: Remaining net proceeds of 2022-2023 50/50 draw to be allocated for RSS Grad request (see below)	YES	3 x \$500 awards from GAMING account = \$1,500 * General Consensus to <u>not</u> use COBSS, but rather Tamara Ebl (RSS-PAC President) to coordinate with Hugh Alexander (RSS Principal) for RSS Admin (in consultation with RSS Capstone Instructors) to administer and adjudicate awards	1 x \$500 awards from GENERAL account = \$500 * General Consensus to <u>not</u> use COBSS, but rather Tamara Ebl (RSS-PAC President) to coordinate with Hugh Alexander (RSS Principal) for RSS Admin (in consultation with RSS Capstone Instructors) to administer and adjudicate awards
3	Social Studies 12 (4 classes)	Ms. Alyssa Pembleton	8 busing trips for 4 Indigenous Studies classes to attend 2 local field studies that provide cultural enrichment to students by learning on the land and from Syilx people	YES	113	\$1,600	YES	\$1,600	
4	Counselling Department	Deborah Holmes / Dana Patterson / Lindsay Reynolds	Mindfulness lesson and meditation activity centred around emotional regulation and coping with stress. * Students will have an opportunity to attend one hour sessions. * There will be 4 sessions per day for 5 days running from Dec 18-22.	YES	1,200	\$2,250	YES	\$2,250	

APPENDIX D: RSS-PAC Fall2023 Funding Requests APPROVED									
	Activity / Team / Club / Group	Teacher / School Admin Sponsor / Contact Name	Description and Purpose of Funding Request	Eligibility for Gaming?	How many students would benefit from this funding?	Funding Amount Requested (\$)	PAC Approved?	PAC Approved Amount to be Paid from Gaming	PAC Approved Amount to be Paid from General
5	Music Department	Jeff Saunders	Festival registration fees and busses for Kiwanis Choral, Kiwanis Concert Band and BC Interior Jazz Festival	YES	55	<p>\$2,690</p> <p><i>Kiwanis Choral: \$195</i></p> <p><i>Kiwanis Concert Band: \$295</i></p> <p><i>BC Interior Jazz Festival: \$1,300 Total (\$300 per ensemble x 3 = \$900, PLUS \$10 per student participating = \$400)</i></p> <p><i>Subtotal ... All ensembles (Kiwanis & BC Interior Jazz Festival): \$1,790</i></p> <p><i>Bussing - \$300 x 3 = \$900</i></p> <p>Total \$2,690</p>	YES	<p>\$2,690</p> <p>Kiwanis Choral: \$195</p> <p>Kiwanis Concert Band: \$295</p> <p>BC Interior Jazz Festival: \$1,300 Total (\$300 per ensemble x 3 = \$900, PLUS \$10 per student participating = \$400)</p> <p>Subtotal ... All ensembles (Kiwanis & BC Interior Jazz Festival): \$1,790</p> <p>Bussing - \$300 x 3 = \$900</p> <p>Total \$2,690</p>	
6	Japanese Language Class	Elizabeth Baerg	To buy cooking supplies for the Japanese language classes	YES	50	\$400	YES	\$400	
7	Grad	Margaret Harvie	STANCHIONS * Grad (and many other activities within our school, such as Remembrance Day) needs to organize people and decorate for formal activities at the same time. Stanchions would have lasting use for our school community, but also specifically fit within the themes of our Grad celebrations	YES	400+	\$984.78	YES	\$985	
8	Library	Sherrie Farquhar / Wayne Horning	Bluetooth Drawing Tablets. Support students who are a part of the Art club as well as any students who would likes to draw in their spare time	YES	1800+	\$2,388	YES	\$2,388	
9	Leadership / Grad /Student Culture (DEI)	Margaret Harvie / Lindsay Reynoldson	FIVE DAYS OF CHRISTMAS As part of our continuing work to celebrate cultures throughout our school community, Christmas is part of Canadian culture and innumerable countries throughout the world. the purpose of the funding would be to purchase food, prizes and decorations to be shared with all students over the last week of school leading up to Winter Break. There would be daily treats, music and activities in the forum, and ending with prize draws at the end of the week for participants. This initiative would be supported student-leadership teams within the school including both leadership and Grad programs.	YES	1000+	\$1,500	YES	\$1,500	

APPENDIX D: RSS-PAC Fall2023 Funding Requests APPROVED									
	Activity / Team / Club / Group	Teacher / School Admin Sponsor / Contact Name	Description and Purpose of Funding Request	Eligibility for Gaming?	How many students would benefit from this funding?	Funding Amount Requested (\$)	PAC Approved?	PAC Approved Amount to be Paid from Gaming	PAC Approved Amount to be Paid from General
10	Career Life Programs - CAPSTONE	Jenn Skogstad	Capstone 12 Presentation Day: A designated event where students present their Capstone Project before a panel of teachers and community members. RSS prides itself on offering its students an authentic and unique experience designed to prepare them for their post-secondary ventures. As such, they are costs related to planning and executing such an event which include food and refreshments for our community volunteers.	YES	Graduating Class of 2024 (~400)	\$750 x 2 = \$1,500 (to cover both semesters)	YES	\$750 x 2 = \$1,500 (to cover both semesters)	
11	Spanish Class Dance Lessons	Linnea Kelliher	Students love to participate in cultural activities and Salsa dancing is a favorite! This funding request is for Salsa dance lessons from a professional Salsa instructor.	YES	Classes x 30 students = 150 students	\$500	YES	\$500	
12	Athletics - Volleyball	Lindsay Robb	Replacing outdated uniforms for 2 Junior Girls Volleyball so we are looking to order 2 sets Uniforms are very small (and make some players uncomfortable) and many are worn out We need to gradually replace uniforms in order to phase out our Voodoos logos.	YES	24-30 players/year, 5-10 years (depending on wear)	\$1,877	YES	\$1,877	
				Total Requests @ 2023-24		\$17,190		\$17,190	\$500
						PLUS 1 x \$500 (General Acct for Scholarship/Bursary)			