

RSS PAC Meeting Minutes May 27, 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, Dan Favell, Amanda Kraft, Angela Scheming,

Zoom Attendees: Megan Elmhurst, Keri Hayashi

ITEM	DISCUSSION/ACTION	PRESENTER
1.0 CALL TO ORDER	7:00pm	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 April 15, 2025	Motion made by Tamara Ebl: To adopt the Minutes of the April 15, 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 April 15, 2025: Item 3.1b – 50/50 raffle(s) to raise funds for RSS-PAC Awards for Grads • STATUS of RSS-PAC Awards for 2024/2025 Grads: ○ As agreed at previous RSS-PAC meetings, proceeds of Spring2024 and Fall2024 50/50 raffles were committed specifically to fund RSS-PAC Awards for 2024/2025 Grads. ○ As approved by RSS-PAC on Feb 18, 2025 ... 5 awards (from 17 applications), with awards to be selected by Hugh Alexander (Principal) and RSS selection committee, based on selection criteria provided to them by RSS-PAC (e.g., strong academic performance and/or impactful contributions to the RSS school community - inside and/or outside of the classroom). ▪ To mitigate potential conflict of interest, RSS-PAC will not participate in selection of award recipients. ○ Consistent with prior years, 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 in previous years, the 2025 Application was intentionally updated to require applicants to provide Social Insurance Number. • STATUS: (Spring2025 50/50 supports 2025/2026 Grads): ○ As agreed at previous RSS-PAC meetings, proceeds of Spring2025 50/50 raffle will be used specifically to fund RSS-PAC Awards for 2025/2026 Grads, with application and selection process consistent with that described above. <i>Continued on next page ...</i>		Tamara Ebl (Chair)

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ITEM	DISCUSSION/ACTION	PRESENTER
1.4 Business Arising from Minutes of April 15, 2025: (continued) Notice of 2024-2025 RSS-PAC Annual General Meeting (AGM) - 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. 2025-2026 RSS-PAC Executive 1.4a: First Call for Nominations - President 1.4b: First Call for Nominations – Vice-President 1.4c: First Call for Nominations – Secretary 1.4d: First Call for Nominations - Treasurer 1.4e: First Call for Nominations – COPAC Representative		Tamara Ebl (Chair)
2.0 EXECUTIVE	rss.pacpresident@sd23.bc.ca	
2024-2025 President: Tamara Ebl Vice-President: Megan Elmhurst Past President: Marie Howell Secretary: Kara Cooper Treasurer: Dan Favell COPAC Representative: Amanda Kraft 2025-2026 RSS-PAC Executive 2.0a: Second Call for Nominations - President 2.0b: Second Call for Nominations – Vice-President 2.0c: Second Call for Nominations – Secretary 2.0d: Second Call for Nominations - Treasurer 2.0e: Second Call for Nominations – COPAC Representative		

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ITEM	DISCUSSION/ACTION	PRESENTER
3.0 STANDING ITEMS		
3.1 Treasurer's Report	See Appendices A, B, C 3.1a: Motion made by Tamara Ebl: To approve the Treasurer's Report, as presented. Seconded by Amanda Kraft. <i>No objections. Approved by general consent.</i> 3.1b: (Information Items): Status of Regulatory Filings PAC Gaming Application for 2025-2026 school year needs to be filed with the BC Community Gaming Grants Branch (of BC Government) by June 30, 2025. STATUS: Submitted PAC Gaming Account Summary Report is a separate filing, with a separate submission deadline. Each PAC is required to submit to the BC Community Gaming Grants Branch (of BC Government), within 90 days of the organization's fiscal year end, an annual Gaming Account Summary Report providing details regarding activity in the Gaming Account during the organization's fiscal year. RSS-PAC has a fiscal year end of June 30, so we are required to submit our PAC Gaming Account Summary Report no later than Sept 28. STATUS: In Process 3.1c: Motion: To made by Tamara Ebl: To approve for RSS-PAC to undertake a Fall2025 50/50 fundraiser to help support RSS Grads, extra-curricular clubs, equipment, and field study experiences. Seconded by Amanda Kraft. <i>No objections. Approved by general consent.</i>	Dan Favell (Treasurer)

ITEM	DISCUSSION/ACTION	PRESENTER
3.2 President Report	<u>2025-2026 RSS-PAC Executive</u> 3.2a(i): Third & Final Call for Nominations - President 3.2a(ii): Election/Acclamation of President - In compliance of Section III.2. of RSS-PAC Constitution & Bylaws ... In the absence of any other willing candidates, Tamara Ebl accepted nomination from the floor to hold office of President for one more year (2025-2026). - Tamara reiterated that the 2025-2026 year would have to be her last year, as her youngest child is on-track to graduate from RSS June2026. 3.2b(i): Third & Final Call for Nominations – Vice-President 3.2b(ii): Election/Acclamation of Vice-President - In the absence of any willing candidates, this position remains Vacant. - To be revisited at Sept2025 RSS-PAC Meeting 3.2c(i): Third & Final Call for Nominations – Secretary 3.2c(ii): Election/Acclamation of Secretary - In the absence of any willing candidates, this position remains Vacant. - To be revisited at Sept2025 RSS-PAC Meeting 3.2d(i): Third & Final Call for Nominations - Treasurer 3.2d(ii): Election/Acclamation of Treasurer 3.2e(i): Third & Final Call for Nominations – COPAC Representative 3.2e(ii): Election/Acclamation of COPAC Representative - In the absence of any willing candidates, this position remains Vacant. - To be revisited at Sept2025 RSS-PAC Meeting 3.2f: (Information Items): - Tamara Ebl (President) expressed sincere gratitude to: ✓ The 2024-2025 RSS-PAC Executive Team ✓ Marie Howell (outgoing Past-President) for her years of contributions to SD23 PACs ✓ All parents/guardians/host families who’ve attended RSS-PAC meetings ✓ Hugh Alexander (Principal), the entire RSS Admin team, and all teachers and staff who support RSS students	Tamara Ebl (Chair)

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ITEM	DISCUSSION/ACTION	PRESENTER
2025-2026 RSS-PAC Executive President: Tamara Ebl Vice-President: Vacant Past President: <i>Tamara Ebl</i> Secretary: Vacant Treasurer: Dan Favell COPAC Representative: Vacant		
3.3 RSS Administration Report https://rss.sd23.bc.ca RSS Priorities (Reminder) 1. Indigenous Ways of Learning 2. New Reporting and Assessment 3. Cultural and DEI (Diversity, Equity and Inclusion) • Thank You: To PAC Executive volunteers and Parents/Guardians who are engaged and carving time out of their busy lives to support RSS students.	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/ • Amanda Kraft provided brief update regarding COPAC		Amanda Kraft (COPAC Rep)
3.5 RSS 2025 Grad Parent Committee Report		No Report

Meeting Adjourned: 8:00pm

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

- Tuesday, Sept 9, 2025 7:00pm
 - Vacant Executive positions for nomination: Vice President, 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 May 27, 2025

		Committed Funds			Uncommitted	
Account	Bank Balance (Reconciled to April 30, 2025)	Uncleared Cheques 783	Approved Fall 2024 Funding <i>not yet paid</i>	Approved Spring 2025 Funding <i>not yet paid</i>	Available Funds	Notes
General	2,693.76			-500.00	2,193.76	
Gaming	35,443.09	-10,933.34	-4,830.00	-11,213.00	8,466.75	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 May 27, 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 @ Mar 31, 2025	March 31, 2025					\$ 47,134.24
	April 22, 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 22, 2025	Item Paid #23 ... RSS Grad Parent Committee (\$5,565)	Grad		782	-5,565.00
	April 30, 2025	Bank Fees				-2.00
Gaming Account Bank Balance @ Apr 30, 2025	April 30, 2025					\$ 35,443.09
Uncleared Cheques	May 27, 2025	Item Paid #10 ... Japanese Language Classes ... 'Fun Fridays' cultural experiences Item Paid #13 ... ELL Department ... Multicultural Experiences Item Paid #17 ... Careers Department ... Capstone (covers Fall2024 and Spring2025) Item Paid #21 ... English11 (Crime) ... EXIT Experience Item Paid #26 ... Music Department ... Drums, Speakers Item Paid #27 ... French 11 ... Cultural Experience (croissants) Item Paid #28 ... Gardening Club Item Paid #30 ... Portable Staging to protect new gym floor (supports Dance, Grad, other presentations and performances)	RSS		783	-10,933.34
Available Gaming Account Bank Balance @ Mar 31, 2025 after uncleared cheques Committed Fall Funding for 2024/2025 Approved @ Oct 22, 2024 PAC meeting						\$ 24,509.75
	2	RSS-PAC Awards (Grad2025)				-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		\$490.66 paid (Chq#783) versus \$500 approved	783	
	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 \$1,200 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 paid (Chq#783) versus \$2,000 approved	783	
	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	CANCELLED (RSS)	\$3,035 requested (50 students), \$20/student up to 50 students = \$1,000 max approved		0.00
	17	Careers Department ... Capstone (covers Fall2024 and Spring2025)		\$1,494.71 paid (Chq#783) versus \$1,500 approved		
	19	Art Club ... hangers for wall art				-130.00
	20	French12 ... cultural experiences (cheese) Items Paid: #1 (BCCPAC Annual Fees) plus those paid via Chq#780 listed above Items Denied: #9 (RSS eSport Hoodies), #18 (Jr Girls Basketball Uniforms)		\$183.68 paid (Chq#780) versus \$200 approved Balance Remaining re: 2024/2025 Committed Fall Funding	780 -4,830	
Forecasted Available Gaming Account Balance after 2024/2025 Fall Funding						\$ 19,679.75
Potential Spring Funding for 2024/2025 Approved @ Feb 18, 2025 PAC meeting	21	English11 (Crime) ... EXIT Experience		\$203 paid (Chq#783) versus \$203 approved	783	
	22	French 10 / Foods Intro ... Cultural Experiences	CANCELLED (RSS)	Approved: \$750 / 50 students = \$15/student		0.00
	23	RSS Grad Parent Committee ... DJ for Prom & Flash & Frame Photography for Prom		\$5,565 paid (Chq#782) 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 not replaced since 2011, Multi-Year Impact		-4,000.00
	25	RSS Cheer ... New Uniforms		\$2,713.26 paid (Chq#783) versus \$2,800 approved	783	
	26	Music Department ... Drums, Speakers		\$87.18 paid (Chq#783) versus \$112 approved	783	
	27	French 11 ... Cultural Experience (croissants)		\$400 paid (Chq#783) versus \$400 approved	783	
	28	Gardening Club				
	29	Athletics - Jr. Girls Basketball Uniforms (RSS has agreed to cover this using school budget)		\$2,500-\$3,500, uniforms almost 10 years old		
	30	Portable Staging to protect new gym floor (supports Dance, Grad, other presentations and performances)		\$3,544.53 paid (Chq#783) versus \$4,000 approved Balance Remaining re: 2024/2025 Committed Spring Funding	783 -11,213.00	
Forecasted Available Gaming Account Balance after 2024/2025 Spring Funding						\$ 8,466.75

APPENDIX C: RSS-PAC Treasurer's Report May 27, 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	\$ -