

RSS PAC Meeting Minutes Nov 18, 2025

| 7:00pm ... In-Person (RSS Library) and Zoom | | |
|--|---|-----------------------|
| In-Person Attendees (RSS Library): Hugh Alexander (Principal), Cameron Cole, Jodi Everett (Vice-Principal: last name A-F), Dan Favell, Keller Gillette-Cole, Amanda Kraft, Kimberly McCarthy, Lisa Peters, Angela Scheming, Ravdeep Singh | | |
| Zoom Attendees: Shernette Jackson, Swetlana Klatt | | |
| ITEM | DISCUSSION/ACTION | PRESENTER |
| 1.0 CALL TO ORDER | 7:01pm | Tamara 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 Lisa Peters <i>No objections. Approved by general consent.</i> | Tamara Ebl (Chair) |
| 1.3 Approval of Meeting Minutes of Oct 21, 2025 | Motion made by Tamara Ebl: To adopt the Minutes of the Oct 21, 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) |

APPROVED

| ITEM | DISCUSSION / ACTION | PRESENTER |
|--|---|-------------------------------|
| <p>1.4 Business Arising from Minutes of Oct 21, 2025:</p> <p>Item 1.4a – 50/50 raffle(s) to raise funds for RSS-PAC Awards for Grads</p> | <ul style="list-style-type: none"> • STATUS of RSS-PAC Awards for 2024/2025 Grads: <ul style="list-style-type: none"> ○ As agreed at previous RSS-PAC meetings, proceeds of Spring2024 and Fall2024 50/50 raffles, after payout to winner and payment of corresponding fees (BC Gaming License, Bambora fees, and Raffle Nexus fees), 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 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). <ul style="list-style-type: none"> ▪ To mitigate potential conflict of interest, RSS-PAC did not participate in selection of award recipients. ○ Consistent with prior years, awards announced at RSS Grad Ceremonies, with payments not being made to recipients until they supply proof of post-secondary enrolment. <ul style="list-style-type: none"> ▪ STATUS: Still awaiting proof of post-secondary enrolment from a few of the award recipients before we are able to release their cheque. ○ Note: 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): <ul style="list-style-type: none"> ○ As agreed at previous RSS-PAC meetings, proceeds of Spring2025 50/50 raffle, after payout to winner and payment of corresponding fees (BC Gaming License, Bambora fees, and Raffle Nexus fees), will be used specifically to fund RSS-PAC Awards for 2025/2026 Grads, with application and selection process consistent with that described above. • STATUS (Fall2025 50/50 supports 2025/2026 Grads): <ul style="list-style-type: none"> ○ <i>Fundraiser results to be presented as part of Treasurer’s Report ...</i> ○ Consistent with previous years, proceeds of Fall2025 50/50 raffle will be used specifically to fund RSS-PAC Awards for 2025/2026 Grads. <ul style="list-style-type: none"> ▪ Tamara Ebl (President) will update application form and provide to Hugh Alexander (Principal) to coordinate promotion of the awards and distribution of application form to 2026 RSS Grads. ▪ Planned Timing ... Jan2026-March2026 applications with application deadline closing March 31, 2026. | <p>Tamara Ebl (Chair)</p> |

| ITEM | DISCUSSION / ACTION | PRESENTER |
|---|---|-------------------------------|
| <p>1.4 Business Arising from Minutes of Oct 21, 2025: (continued)</p> <p>Item 1.4b – Filling Remaining Vacant Roles for RSS-PAC Executive</p> <ul style="list-style-type: none"> • Logistics: Excerpts from RSS-PAC Constitution & Bylaws (https://rss.sd23.bc.ca/Parents/pac/Pages/default.aspx#/) <p>III. EXECUTIVE OFFICERS</p> <ol style="list-style-type: none"> 1. The Executive Officers shall include: President, Vice President, Secretary, Treasurer, Past President, with an option for a COPAC Representative. 2. 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. 3. 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. <p>VIII. ELECTION OF EXECUTIVE OFFICERS</p> <ol style="list-style-type: none"> 1. Election of Executive Officers shall take place at each Annual General Meeting. 2. Nominations shall be called for from the floor. 3. A plurality of votes shall elect. 4. If only one candidate is standing for election of an office, the candidate shall be declared elected by acclamation. 5. Each member shall be entitled to cast one vote. 6. The elected officers shall be installed at the last meeting of the PAC fiscal year, and they shall hold office until their successors are installed. 7. In the event of a vacancy in the Executive during the year, the PAC shall elect the new officer. <p><u>2025-2026 RSS-PAC Executive</u></p> <p>1.4b(1): First Call for Nominations – COPAC Representative ... No nominations</p> | <p style="text-align: center;">rss.pacpresident@sd23.bc.ca</p> | <p>Tamara Ebl (Chair)</p> |
| <p>2.0 EXECUTIVE</p> <p><u>2025-2026</u></p> <p>President: Tamara Ebl Vice-President: Bekah Sabey Past President: Tamara Ebl Secretary: Kimberly McCarthy Treasurer: Dan Favell COPAC Representative: Vacant</p> <p><u>2025-2026 RSS-PAC Executive</u></p> <p>2.0a: Second Call for Nominations – COPAC Representative ... No nominations</p> | | |

| ITEM | DISCUSSION/ACTION | PRESENTER |
|---|-------------------|-----------------------------------|
| 3.0 STANDING ITEMS | | |
| <p>3.1 Treasurer’s Report</p> <p>See Appendices A, B, C</p> <p>3.1a: Motion made by Tamara Ebl: To accept the Treasurer’s Report, as presented. Seconded by Lisa Peters <i>No objections. Approved by general consent.</i></p> <p>3.1b: Funding update</p> <ul style="list-style-type: none"> • Tamara Ebl explained that a handful of funding request items [reflected as Items #16-20, totalling ~\$3,500], received by the submission deadline for 2025 Fall Funding Requests, were inadvertently missed from consideration at the Oct 21 RSS-PAC meeting. <ul style="list-style-type: none"> ○ This was an unfortunate but honest mistake as Tamara is aiming to transition more of the RSS-PAC logistics to other members of the RSS-PAC Executive team in effort to support sustainable success for RSS-PAC (considering this will be Tamara’s last year being involved with RSS-PAC because her youngest child is graduating from RSS June 2026). ○ Following the Oct 21 RSS-PAC meeting, Hugh Alexander (RSS Principal) graciously agreed to contribute \$3,500 to help cover the cost of the RSS Rugby Jerseys that were approved at the Oct 21 meeting, allowing RSS-PAC to cover Items #16-20. ○ So as not to delay teachers’ ability to proceed with their spending plans, the RSS-PAC Executive unanimously agreed to make an Executive Decision to approve Items #16-20, considering these items are consistent with funding requests of previous years. ○ Net impact on RSS-PAC funding = < \$20 between originally approved (Oct 21) and updated approval [Items #16-20] • Hugh Alexander advised that Item #15 (fridge for brown bag lunches) no longer requires RSS-PAC funding, as the school was successful in their application for corresponding grant <ul style="list-style-type: none"> ○ Net impact on RSS-PAC funding = ~\$716 (savings) • Lisa Peters advised that RSS 2026 Grad Parent Committee is not yet ready to submit funding request. <ul style="list-style-type: none"> ○ RSS 2026 Grad Parent Committee is welcome to submit funding request at a future RSS-PAC meeting | | <p>Dan Favell (Treasurer)</p> |
| <p>3.2 President Report</p> <p><u>2025-2026 RSS-PAC Executive</u></p> <p>3.2a(1): Third & Final Call for Nominations – COPAC Representative</p> <ul style="list-style-type: none"> ○ ... No nominations ○ Position remains vacant <p>3.2b: (Information Items): None</p> | | <p>Tamara Ebl (Chair)</p> |

| ITEM | DISCUSSION/ACTION | PRESENTER |
|------|---|--|
| | <p>3.3 RSS Administration Report https://rss.sd23.bc.ca</p> <p><u>RSS Priorities (Reminder)</u></p> <ol style="list-style-type: none"> 1. Celebrating Diversity ... Cultural and DEI (Diversity, Equity, and Inclusion) 2. Indigenous Ways of Learning 3. Core Competencies and Assessment (including AI) <p><u>Opening Comments</u></p> <ul style="list-style-type: none"> • Thank You: To PAC Executive volunteers and Parents/Guardians who are engaged and carving time out of their busy lives to support RSS students. • Student Enrolment: ~1,900 students (+ ~200 staff) <p><u>Recent Activities, Events and Updates</u></p> <ul style="list-style-type: none"> • Take Your Kid to Work Day (Nov 5): Grade 9 students <ul style="list-style-type: none"> ○ ~400 students from RSS participated this year • Remembrance Day Experience (Nov 10): <ul style="list-style-type: none"> ○ Model: Engaging, interactive walk-thru experience, similar to war museum ○ “Power of Story” ... This year, personal story of Loch (RSS Custodian who escaped Vietnam War) • Dance Studio: Now fully functional again (following repair of floor) <ul style="list-style-type: none"> ○ As an expression of appreciation, invitations – for the upcoming Dance Show – have been extended to SD23 Facilities staff • Artona Photography (RSS Grads): Artona is still on-site (portable behind school) for Grad photos. <ul style="list-style-type: none"> ○ Tamara Ebl expressed appreciation for Artona doing an excellent job and making the experience low-stress for students. • Athletics: <ul style="list-style-type: none"> ○ Fall Sports have substantially wrapped-up (e.g., Soccer, Football, Volleyball, etc) ○ Winter Sports have started up (e.g., Basketball, Cheer, etc) ○ Thank You to staff and community volunteer coaches who support RSS sports teams • eSports & Titan CyberSecurity Competition: <ul style="list-style-type: none"> ○ Very successful 2024-2025 year for RSS eSports team has resulted in 4 teams this year! ○ Also 3 teams participating in Titan CyberSecurity Competition (supplements RSS course) <p><u>Upcoming Activities and Events</u></p> <ul style="list-style-type: none"> • Written Learning Updates (i.e., “Report Cards”): Being released Nov 24, 3pm <ul style="list-style-type: none"> ○ Access online via MyEd • Crystal Ball (Dec 10): Annual tradition for RSS Grads | <p>Guest: Hugh Alexander (RSS Principal)</p> |

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| 3.4 COPAC Representative Report www.copac.sd23.bc.ca https://bccpac.bc.ca/ | | Deferred to future meeting (if volunteer steps up as COPAC Rep) |
| 3.5 RSS 2026 Grad Parent Committee Report <u>Executive (effective Oct 20, 2025)</u> Co-Chairs: Lisa Peters & Rachelle Couillard Treasurer: Heather Painchaud Members at Large: Holly Bussiere & Kara Chater <u>Meetings</u> <ul style="list-style-type: none"> • Upcoming Meetings: <ul style="list-style-type: none"> ○ Monday, November 24, 2025 ○ Monday, December 15, 2025 ○ Monday, January 19, 2025 ○ Monday, February 9, 2025 ○ Monday, March 9, 2025 ○ <i>All meetings at 6pm, (RSS Library, in-person only, no Zoom)</i> • All Parents, Guardians, and Host Families of 2026 RSS-Grads are welcome to attend. <u>Contact & Information Updates</u> <ul style="list-style-type: none"> • 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> <ul style="list-style-type: none"> • Grad Walk & Prom: Friday, June 5, 2026 <ul style="list-style-type: none"> ○ School-sanctioned event ○ Rescheduled (from late May) due to scheduling conflict with 2026 Memorial Cup (hockey) ○ Hillcrest confirmed as location, consistent with recent years <ul style="list-style-type: none"> • Discussion ensued regarding location. Participants at the RSS-PAC meeting expressed support for continuing with Hillcrest as location, recognizing that it would be impossible to please everyone no matter the location. ○ Expecting ~350 (of ~400 Grads) • Fundraising: <ul style="list-style-type: none"> ○ Raffle plans underway (anticipated Dec2026), corresponding gaming licence and logistics in process | | Guest: Lisa Peters (co-Chair, RSS 2026 Grad Parent Committee) |

Meeting Adjourned: 8:13pm

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

- Tuesday, December 16, 2025 7:00pm – AGM
 - Executive positions for nomination: 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#/>

APPROVED

APPENDIX A: RSS-PAC Treasurer's Report Nov 18, 2025

| Account | Bank Balance (Reconciled to Oct 31, 2025) | Committed Funds | | Uncommitted | Notes |
|---------|--|-----------------------------------|---|-----------------|---------|
| | | Uncleared Cheques | Fall Funding for 2025/2026 <i>Approved</i> | Available Funds | |
| | | 786, 788, 791, 793 115 General | | | |
| General | 2,681.76 | -500.00 | | 2,181.76 | 1, 3 |
| Gaming | 50,351.88 | -2,003.45 | -23,959.15 | 24,389.28 | 2, 4, 5 |

Note 1: Expenditures from General Account are not subject to BC Gaming restrictions. However, caution should be taken if/when considering spending from this account as RSS-PAC does not

Note 2: Expenditures from Gaming Account must comply with various restrictions (see BC Gaming). Aim is to retain ~\$5,000-\$10,000 in this account at end of each school year, as carry-forward

Note 3: Uncleared Cheque = Student Award From General Account

Note 4: See Appendix B for detailed breakdown of approved amounts

Note 5: See Appendix C for detailed 50/50 raffle reconciliation

| APPENDIX B: RSS-PAC Treasurer's Report Nov 18, 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 | September 30, 2025 | | | | | \$ 26,716.63 |
| | June 30, 2025 | RSS-PAC Award (2025 RSS Grad) | Carlie McCall | Cleared Oct 28, 2025 | 787 | -500.00 |
| | June 30, 2025 | RSS-PAC Award (2025 RSS Grad) | Kylee White | Cleared Oct 28, 2025 | 789 | -500.00 |
| | October 1, 2025 | Raffle proceeds | | | | 34.09 |
| | October 2, 2025 | Raffle proceeds | | | | 653.28 |
| | October 2, 2025 | Raffle proceeds | | | | 48.75 |
| | October 6, 2025 | Raffle proceeds | | | | 170.77 |
| | October 3, 2025 | BC Gaming Grant Deposit 2025 | | | | 36,620.00 |
| | October 3, 2025 | Raffle proceeds | | | | 24.37 |
| | October 3, 2025 | Raffle proceeds | | | | 268.22 |
| | October 6, 2025 | Raffle proceeds | | | | 97.55 |
| | October 7, 2025 | Raffle proceeds | | | | 33.99 |
| | October 8, 2025 | Raffle proceeds | | | | 1,564.93 |
| | October 10, 2025 | Fall 50/50 Raffle Winner | Bianca Reihl | Cleared Oct 23, 2025 | 790 | -2,247.50 |
| | October 20, 2025 | Football Program ... 'Guardian Caps' to prevent concussions / head injuries - \$343.60 [Item #7, 2024-2025] BC Student Leadership Conference - \$4,000.00 [Item #24, 2024-2025] RSS Cheer ... New Uniforms - \$7,213.00 [Item #15, 2024-2025] Sewing Club ... Sewing Supplies - \$500.00 [Item #25, 2024-2025] Indigenous Learning ... Cultural Experiences - \$574.60 [Item #14, 2024-2025] | RSS | Cleared Oct 29, 2025 | 792 | -12,631.20 |
| | October 31, 2025 | Bank Fees | | | | -2.00 |
| Gaming Account Bank Balance | October 31, 2025 | | | | | \$ 50,351.88 |
| Uncleared Cheques | June 30, 2025 | RSS-PAC Award (2025 RSS Grad) | Cadence Hoang | | 786 | -500.00 |
| | June 30, 2025 | RSS-PAC Award (2025 RSS Grad) | Hayden Kruggel | | 788 | -500.00 |
| | October 10, 2025 | Fall 50/50 Raffle Fees | Raffle Nexus | Inv RSSSPAC-05 | 791 | -503.45 |
| | October 20, 2025 | Spanish Classes ... Salsa lessons - \$500.00 [Item #8, 2024-2025] | SD23 | | 793 | -500.00 |
| Available Gaming Account Bank Balance @ Oct 31, 2025 after uncleared cheques | | | | | | \$ 48,348.43 |
| Fall Funding for 2025/2026 as APPROVED at Oct 21, 2025 PAC meeting | 1 | BCCPAC - BCCPAC Membership | annual recurring | Required in order for RSS Grads to be eligible for potential BCCPAC scholarships/bursaries/awards | | -100.00 |
| | 2 | RSS-PAC Awards for 2026 Grads (to be funded from net proceeds of Spring2025 and Fall2025 50/50 draws) | pre-approved | 4 Awards x \$500 | | -2,000.00 |
| | 3 | Boys Rugby - Rugby Jerseys ... THANK YOU to Hugh Alexander who has agreed to have RSS cover \$3,500 of the rugby jerseys to allow us to cover items #16-20 below that were inadvertently missed from consideration at the Oct 21 PAC Meeting | Lindsay Reynoldson | \$5,824 - \$3,500 covered by RSS = \$2,324 / 75 = \$30.97 / student | | -2,324.00 |
| | 4 | Archery Club - Archery net, left handed & replacement bows, quivers, arrows, strings etc. | Lana Kim | \$3,000 / 20 = \$150.00 / student | | -3,000.00 |
| | 5 | Badminton Club - To run a badminton club at RSS | Lana Kim | \$500 / 60 = \$8.33 / student | | -500.00 |
| | 6 | Crochet Club - New crochet hook | Elizabeth Baerg | \$100 / 10 = \$10.00 / student | | -100.00 |
| | 7 | English, Socials, & Indigenous Learning - 3 copies of The Truth in Truth in Reconciliation Educational board game | Chelsea Thompson | \$315 / 1,900 = \$0.17 / student | | -315.00 |
| | 8 | Japanese Class - Cooking supplies & cultural materials | Elizabeth Baerg | \$400 / 60 = \$6.67 / student | | -400.00 |
| | 9 | ELL Department - To host Multicultural Events | Elizabeth Baerg | \$2,000 / 1,900 = \$1.05 / student | | -2,000.00 |
| | 10 | Athletics Junior Boys volleyball uniforms | Lindsay Robb | \$1,379 / 30 = \$45.96 / student | | -1,378.72 |
| | 11 | RSS Leadership - 2026 BCSCC fees (\$2,000), plus t-shirts and various supplies for school leadership activities | Kevin Low | \$4,743 / 1,900 = \$2.50 / student | | -4,742.91 |
| | 12 | Capstone (Careers Department) - Planning and executing Capstone events, food, refreshments etc. | Jennifer Skogstad / Lindsay Robb | \$1,500 / 400 = \$3.75 / student | | -1,500.00 |
| | 13 | Indigenous Learning Community - Field trip to Westbank First Nation Requested: \$2,000 for 40 students = \$50/student ... (versus max \$20/student for up to 30 students 2024/2025) | Stacey Mee | Approved: \$20/student x max 40 students = \$800 max | | -800.00 |
| | 14 | Spanish Classes - Salsa lessons | Linnea Kelliher | \$600 / 150 = \$4.00 / student | | -600.00 |
| | 15 | Indigenous Ed - Fridge for brown bag lunch program RSS-PAC redirected proponent to apply for available gov't grant funding, with RSS-PAC agreeing cover the cost IF grant funding is denied. Hugh Alexander advised (at Nov 18 PAC meeting) that grant application was approved, so no balance for PAC to cover for this item. | Niki Siddall | \$716 / 300 = \$2.39 / student | | 0.00 |
| | 16 | French9/Spanish/ASL - Maple Man cultural experience | Leigh Ferreira / Linnea Kelliher / Chelsea Thompson | \$750 / 70 = \$10.71 / student | | -750.00 |
| | 17 | English11 (Crime) - EXIT Room | Leigh Ferreira | \$482.56 / 26 = \$18.56 / student | | -482.56 |
| | 18 | Spanish - cultural foods | Linnea Kelliher | \$200 / 60 = \$3.33 / student | | -200.00 |
| | 19 | Alternative Education - Elevation Outdoors | Carli Berry | \$850 / 40 = \$21.25 / student | | -850.00 |
| | 20 | December Wellness Week - Yoga Mats, Art Activities, Snacks for Presenters | Deborah Holmes | \$1,200 / 960 = \$1.25 / student | | -1,200.00 |
| PENDING for discussion/approval at upcoming RSS-PAC Meeting | PENDING | Grad Parent Committee (to support 2026 RSS Prom) ... Typically considered Nov/Dec, once committee has organized | recurring annual | ~\$5,500 for DJ and Photographer Prom2025 | | -23,243.19 |
| Forecasted Available Gaming Account Balance after 2025/2026 Fall Funding | | | | | | \$ 25,105.24 |

APPENDIX C: RSS-PAC Treasurer's Report Nov 18, 2025

RSS-PAC 2025-2026 Fall 50/50 Raffle Reconciliation (License #165140)

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

| | |
|--|---------------------|
| Raffle Proceeds | \$ 4,495.00 |
| Returned Raffle Proceeds | 0.00 |
| Net Total Proceeds | <u>\$ 4,495.00</u> |
| Raffle Payout: | |
| Bianca Reihl - Fall 50/50 Raffle Winner (chq 790) | -2,247.50 |
| Raffle Expenses: | |
| Bambora fees per stmts | -112.00 |
| Raffle Nexus Canada fees per stmt (chq 791) | -503.45 |
| Bank EFT transfer fee | 0.00 |
| Gaming license fee | -25.00 |
| Total Raffle Expenses | <u>-640.45</u> |
| Balance Remaining for Disbursement (must be allocated prior to Oct 2026) | <u>1,607.05</u> |
| Carryforward from 2024-2025 Spring Raffle (must be allocated prior to Jun 2026) | \$ 729.83 |
| Total Available for Disbursement | <u>\$ 2,336.88</u> |
| Proposed Disbursements for 2025-2026 | |
| 2025-2026 RSS-PAC Awards (to 2026 RSS Grads): \$500 x 4 Grad Committee | -2,000.00 |
| - portion of proceeds toward their submitted funding request | -336.88 |
| Total Proposed Disbursements for 2025-2026 | <u>-\$ 2,336.88</u> |
| 50/50 Balance Remaining after Proposed Disbursements | <u>\$ -</u> |