

RSS PAC Meeting Minutes Sept 9, 2025

7:00pm ... In-Person (RSS Library) and Zoom		
Chair (In-Person RSS Library, and Zoom Facilitator): Tamara Ebl (<i>President</i>)		
In-Person Attendees (RSS Library): Hugh Alexander (Principal), Julia Erdmann, Jodie Everett (Vice-Principal: last name A-F), Omar Farias, Dan Favell, Amanda Kraft, Misty Mischek, Bekah Sabey		
Zoom Attendees: Suzzette Byfield, Amanda Henley, Eirich Innvgor, Swetlana Klatt, Kandice McDonald, Ihor Pashynskyy, Linna Tomlinson		
ITEM	DISCUSSION / ACTION	PRESENTER
1.0 CALL TO ORDER	7:00pm	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 Dan Favell: To adopt the agenda as presented. Seconded by Amanda Kraft. <i>No objections. Approved by general consent.</i>	Tamara Ebl (Chair)
1.3 Approval of Meeting Minutes of May 27, 2025	Motion made by Dan Favell: To adopt the Minutes of the May 27, 2025 meeting as presented. Seconded by Amanda Kraft. <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 May 27, 2025:	Item 3.1c –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 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 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. ○ 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): ○ Fundraiser results presented as part of Treasurer's Report (Appendix C) ○ 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. • STATUS (Fall2025 50/50 supports 2025/2026 Grads): ○ Fundraiser will soon be live and will be communicated to all RSS families via SchoolMessenger System. Please share the word to increase ticket sales (and corresponding jackpot)! 😊 ○ Consistent with previous years, proceeds of Fall2025 50/50 raffle will be used specifically to fund RSS-PAC Awards for 2025/2026 Grads. ▪ 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 ... Jan2025-March2025 applications with application deadline closing March 31, 2025. <i>Continued on next page ...</i>	Tamara Ebl (Chair)

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ITEM	DISCUSSION/ACTION	PRESENTER
1.4 Business Arising from Minutes of May 27, 2025: <i>(continued)</i>	Filling Remaining Vacant Roles for RSS-PAC Executive - Logistics: Excerpts from RSS-PAC 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. - A plurality of votes shall elect. - If only one candidate is standing for election of an office, the candidate shall be declared elected by acclamation. - Each member shall be entitled to cast one vote. - 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. - In the event of a vacancy in the Executive during the year, the PAC shall elect the new officer. 2025-2026 RSS-PAC Executive 1.4a: First Call for Nominations – Vice-President ... Bekah Sabey accepted nomination 1.4b: First Call for Nominations – Secretary ... No nominations 1.4c: First Call for Nominations – COPAC Representative ... No nominations	Tamara Ebl (Chair)
2.0 EXECUTIVE	rss.pacpresident@sd23.bc.ca	
2025-2026 President: Tamara Ebl Vice-President: Vacant Past President: Tamara Ebl Secretary: Vacant Treasurer: Dan Favell COPAC Representative: Vacant 2025-2026 RSS-PAC Executive 2.0a: Second Call for Nominations – Vice-President ... No new nominations 2.0b: Second Call for Nominations – Secretary ... No nominations 2.0c: Second Call for Nominations – COPAC Representative ... No nominations		

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ITEM	DISCUSSION/ACTION	PRESENTER
3.0 STANDING ITEMS		
3.1 Treasurer's Report	3.1a: Motion made by Tamara Ebl: To accept 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 May2025 • 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: Drafted by Treasurer. Pending review by President.	Dan Favell (Treasurer)
3.2 President Report	<u>2025-2026 RSS-PAC Executive</u> 3.2a(i): Third & Final Call for Nominations – Vice-President ... No new nominations 3.2a(ii): Election/Acclamation of Vice-President ... Bekah Sabey acclaimed 3.2b(i): Third & Final Call for Nominations – Secretary ... No nominations 3.2b(ii): Election/Acclamation of Secretary ... Position remains vacant 3.2c(i): Third & Final Call for Nominations – COPAC Representative ... No nominations 3.2c(ii): Election/Acclamation of COPAC Representative ... Position remains vacant 3.2d: (Information Items): None	Tamara Ebl (Chair)

ITEM	DISCUSSION/ACTION	PRESENTER
3.3 RSS Administration Report https://rss.sd23.bc.ca	3.3a: (Information Items): • Introduction: Hugh introduced Jodie Everett (Vice-Principal, Last Names A-F), replacing Jarret Atkins, having effectively switched positions Central <-> RSS • Enrollment: ~1,900 students, including cross-enrolled students for “Program of Choice” (e.g., Advanced Placement, Dual Credit, Academies) ○ 80-100 cross-enrolled students ~40 FTE (based on 1 FTE = 8 courses) ○ Additional students in catchment still waiting to get in ... Outflow/attrition is slower rate than inflow • Facilities progress during summer2025: ○ 6 new portables added (in what used to be staff parking at rear of school) ○ Front corner of building ... Fixed underground pipe linking RSS and RMS (heat and air conditioning) ○ Culinary Arts almost restored to pre-fire (Dec2024), slightly delayed schedule for opening but will be opening in refreshed state soon ○ Gym floor <u>finally</u> finished (new post holes to adjust for misaligned painted lines ... but now downstairs dance floor in process of being restored due to recent identification of expanded water damage (linked to same flood that affected gym floor) • Athletics ○ Football has started ○ Volleyball tryouts in process ○ Cross-Country starting ○ RSS has free access to the Dome during schooldays, until 4pm. After 4pm, RSS has to pay for use of the Dome. • Student Clubs ○ Various student clubs have started up again, including Crochet Club and eSports • Upcoming Events ○ School Photos – Sept 11 ○ Grad Photos – Grads to book times ○ Grade 12 Info Night – Sept 25 ○ Fire Drills upcoming	Guests: Hugh Alexander (RSS Principal)

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ITEM	DISCUSSION/ACTION	PRESENTER
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 Grad Parent Committee Report rutlandseniorgadparents@gmail.com (with questions and/or to be added to their distribution list for updates)		Deferred to future meeting (pending formation of 2025/2026 Grad Parent Committee)

DRAFT

APPENDIX A: RSS-PAC Treasurer's Report Sept 9, 2025

		Committed Funds			Uncommitted	
Account	Bank Balance (Reconciled to Aug 31, 2025)	Uncleared Cheques 786, 787, 788, 789 115	Carryforward 2024/2025 Funding <i>not yet paid</i>		Available Funds	Notes
General	2,685.76	-500.00			2,185.76	
Gaming	25,231.58	-2,000.00	-11,713.00		11,518.58	1, 2, 3

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

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

Note 3: Student Award Cheques pending confirmation of student enrolment in post-secondary

APPENDIX B: RSS-PAC Treasurer's Report Sept 9, 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 @ Apr 30, 2025	April 30, 2025				\$ 35,443.09
		Item Paid #10 ... Japanese Language Classes ... 'Fun Fridays' cultural experiences			
		Item Paid #17 ... Careers Department ... Capstone (covers Fall2024 and Spring2025)			
		Item Paid #13 ... ELL Department ... Multicultural Experiences			
		Item Paid #21 ... English11 (Crime) ... EXIT Experience			
	May 27, 2025	Item Paid #26 ... Music Department ... Drums, Speakers	RSS	783	-10,933.34
		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)			
	May 21, 2025	Raffle proceeds			292.55
	May 22, 2025	Raffle proceeds			146.25
	May 22, 2025	Raffle proceeds			48.80
	May 22, 2025	Raffle proceeds			48.80
	May 23, 2025	Raffle proceeds			82.89
	May 26, 2025	Raffle proceeds			24.37
	May 28, 2025	Raffle proceeds			24.37
	May 28, 2025	Raffle proceeds			9.72
	May 29, 2025	Raffle proceeds			9.72
	May 30, 2025	Raffle proceeds			916.63
	May 31, 2025	Bank fees			-2.00
	June 2, 2025	Raffle proceeds			155.97
	June 3, 2025	Raffle proceeds			199.88
	June 17, 2025	Raffle fees	Raffle Nexus	784	-225.12
	June 24, 2025	Spring 50/50 Raffle Winner	Salina Rickard-Colpitts	785	-1,005.00
	June 30, 2025	Bank fees			-2.00
	July 31, 2025	Bank fees			-2.00
	August 31, 2025	Bank fees			-2.00
Gaming Account Bank Balance @ Aug 31, 2025					\$ 25,231.58
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)	Carlie McCall	787	-500.00
	June 30, 2025	RSS-PAC Award (2025 RSS Grad)	Hayden Kruggel	788	-500.00
	June 30, 2025	RSS-PAC Award (2025 RSS Grad)	Kylee White	789	-500.00
Available Gaming Account Bank Balance @ Aug 31, 2025 after uncleared cheques					\$ 23,231.58
Approved Carryforward	Item #7 (2024/2025)	Football Program ... 'Guardian Caps' to prevent concussions / head injuries		22 requested (\$2,089), 5 approved	-500.00
Committed Funding for 2024/2025	Item#24 (2024/2025)	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
	Item#25 (2024/2025)	RSS Cheer ... New Uniforms		not replaced since 2011, Multi-Year Impact Total Carryforward	-7,213.00
Forecasted Available Gaming Account Balance after 2024/2025 Committed Funding Carry-forward					\$ 11,518.58
Potential Fall Funding for 2025/2026					
To be approved at future PAC meeting					
Forecasted Available Gaming Account Balance after 2025/2026 Fall Funding					\$ 11,518.58

APPENDIX C: RSS-PAC Treasurer's Report Sept 9, 2025

RSS-PAC 50/50 Raffle Reconciliation (Spring2025, License #162326)

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

Raffle Proceeds	\$ 2,010.00
Returned Raffle Proceeds	0.00
Net Total Proceeds	\$ 2,010.00
Raffle Payout:	
Salina Rickard-Colpitts - Spring 50/50 Raffle Winner (chq 785)	-1,005.00
Raffle Expenses:	
Bambora fees per stmts	-50.05
Raffle Nexus Canada fees per stmt (chq 784)	-225.12
Bank EFT transfer fee	0.00
Gaming license fee	0.00
Total Raffle Expenses	-275.17
Balance Remaining for Disbursement (must be allocated prior to June 2026)	\$ 729.83
Carryforward from 2024 Winter Raffle (must be allocated prior to Dec 2025)	-
Total Available for Disbursement	\$ 729.83
Disbursements for 2025-2026 (to be determined at upcoming funding mtgs)	
2024-2025 RSS-PAC Awards (to 2025 RSS Grads): \$500 x ?	-
Grad Committee	
- portion of proceeds toward their submitted funding request	-
Total Approved Disbursements for 2025-2026	-
50/50 Balance Remaining for Disbursement	\$ 729.83