

## RSS PAC Meeting Minutes Oct 21, 2025

<b>7:00pm ... In-Person (RSS Library) and Zoom</b>		
<b>In-Person Attendees (RSS Library):</b> Hugh Alexander (Principal), Barry Ebl, Jodi Everett (Vice-Principal: last name A-F), Dan Favell, Amanda Kraft, Kimberly McCarthy, Heather Painchaud, Lisa Peters, Heather Robertson, Kerri Robertson, Bekah Sabey, Angela Scheming		
<b>Zoom Attendees:</b> Janice Howell, Kerry-Ann Smith		
ITEM	DISCUSSION/ACTION	PRESENTER
<b>1.0 CALL TO ORDER</b>		Tamara Ebl (Chair)
<b>1.1 Acknowledgement</b>	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)
<b>1.2 Adoption of Agenda</b>	<b>Motion</b> made by Dan Favell: To adopt the agenda as presented. Seconded by Heather Robertson. <i>No objections. <b>Approved by general consent.</b></i>	Tamara Ebl (Chair)
<b>1.3 Approval of Meeting Minutes of Sept 9, 2025</b>	<b>Motion</b> made by Bekah Sabey: To adopt the Minutes of the Sept 9, 2025 meeting as presented. Seconded by Dan Favell. <i>No objections. <b>Approved by general consent.</b></i> <a href="https://rss.sd23.bc.ca/Parents/pac/Pages/default.aspx/">https://rss.sd23.bc.ca/Parents/pac/Pages/default.aspx/</a>	Tamara Ebl (Chair)

APPROVED

ITEM	DISCUSSION / ACTION	PRESENTER
<p><b>1.4 Business Arising from Minutes of Sept 9, 2025:</b></p> <p><b>Item 1.4a – 50/50 raffle(s) to raise funds for RSS-PAC Awards for Grads</b></p>	<ul style="list-style-type: none"> <li>• <b>STATUS of RSS-PAC Awards for 2024/2025 Grads:</b> <ul style="list-style-type: none"> <li>○ 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.</li> <li>○ 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"> <li>▪ To mitigate potential conflict of interest, RSS-PAC did not participate in selection of award recipients.</li> </ul> </li> <li>○ 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"> <li>▪ <b>STATUS:</b> Still awaiting proof of post-secondary enrolment from a few of the award recipients before we are able to release their cheque.</li> </ul> </li> <li>○ Note: To mitigate the challenges experienced in previous years, the 2025 Application was intentionally updated to require applicants to provide Social Insurance Number.</li> </ul> </li> <li>• <b>STATUS (Spring2025 50/50 supports 2025/2026 Grads):</b> <ul style="list-style-type: none"> <li>○ 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.</li> </ul> </li> <li>• <b>STATUS (Fall2025 50/50 supports 2025/2026 Grads):</b> <ul style="list-style-type: none"> <li>○ <i>Fundraiser results to be presented as part of Treasurer’s Report ...</i></li> <li>○ 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"> <li>▪ 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.</li> <li>▪ Planned Timing ... Jan2025-March2026 applications with application deadline closing March 31, 2026.</li> </ul> </li> </ul> </li> </ul>	<p>Tamara Ebl (Chair)</p>

ITEM	DISCUSSION / ACTION	PRESENTER
	<p><b>1.4 Business Arising from Minutes of Sept 9, 2025: (continued)</b></p> <p><b>Item 1.4b – Filling Remaining Vacant Roles for RSS-PAC Executive</b></p> <ul style="list-style-type: none"> <li>Logistics: Excerpts from RSS-PAC Constitution &amp; Bylaws (<a href="https://rss.sd23.bc.ca/Parents/pac/Pages/default.aspx#/">https://rss.sd23.bc.ca/Parents/pac/Pages/default.aspx#/</a>)</li> </ul> <p><b>III. EXECUTIVE OFFICERS</b></p> <ol style="list-style-type: none"> <li>The Executive Officers shall include: President, Vice President, Secretary, Treasurer, Past President, with an option for a COPAC Representative.</li> <li>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.</li> <li>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.</li> </ol> <p><b>VIII. ELECTION OF EXECUTIVE OFFICERS</b></p> <ol style="list-style-type: none"> <li>Election of Executive Officers shall take place at each Annual General Meeting.</li> <li>Nominations shall be called for from the floor.</li> <li>A plurality of votes shall elect.</li> <li>If only one candidate is standing for election of an office, the candidate shall be declared elected by acclamation.</li> <li>Each member shall be entitled to cast one vote.</li> <li>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.</li> <li>In the event of a vacancy in the Executive during the year, the PAC shall elect the new officer.</li> </ol> <p><b>2025-2026 RSS-PAC Executive</b></p> <p><b>1.4b(1): First Call for Nominations – Secretary</b></p> <ul style="list-style-type: none"> <li>Kimberly McCarthy self-nominated ... No objections.</li> </ul> <p><b>1.4b(2): First Call for Nominations – COPAC Representative</b> ... No nominations</p> <p><b>3.1: (Information Items): Status of Regulatory Filings</b></p> <ul style="list-style-type: none"> <li>Status of regulatory filings to be presented as part of Treasurer’s Report ...</li> </ul>	<p>Tamara Ebl (Chair)</p>

ITEM	DISCUSSION/ACTION	PRESENTER
2.0 EXECUTIVE	<a href="mailto:rss.pacpresident@sd23.bc.ca">rss.pacpresident@sd23.bc.ca</a>	
<p><b><u>2025-2026</u></b></p> <p>President: Tamara Ebl  Vice-President: Bekah Sabey  Past President: <i>Tamara Ebl</i>  Secretary: Vacant  Treasurer: Dan Favell  COPAC Representative: Vacant</p> <p><b><u>2025-2026 RSS-PAC Executive</u></b></p> <p>2.0a(1): <b>Second Call for Nominations – Secretary</b> ... No new nominations  2.0a(2): <b>Second Call for Nominations – COPAC Representative</b> ... No nominations</p>		
<b>3.0 STANDING ITEMS</b>		
<p><b>3.1 Treasurer’s Report</b></p> <p>See <b>Appendices A, B, C</b></p> <p><b>3.1a: Motion</b> made by Tamara Ebl: To accept the Treasurer’s Report, as presented.  Seconded by Angela Scheming.  <i>No objections. <b>Approved by general consent.</b></i></p> <p><b>3.1b: Funding Requests</b></p> <ul style="list-style-type: none"> <li>• Discussion ensued regarding: <ul style="list-style-type: none"> <li>○ Precedent (i.e., past requests and approvals);</li> <li>○ Field trip allotments;</li> <li>○ Athletic uniforms; and,</li> <li>○ Availability of grant for purchase of fridge for brown bag lunches (Item #15)</li> </ul> </li> <li>• Agreed to redirect proponent(s) of Item #15 (fridge) to apply for available gov’t grant funding. Agreed RSS-PAC will cover the cost if grant funding is denied, though optimistic for grant funding to be secured.</li> <li>• <b>See Appendix B</b>, Fall2025 Funding decisions (with subsequent updates noted).</li> </ul> <p><b>3.1c: Motion</b> 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 3.1b(1): Funding Requests</i>, not to exceed approved maximum amounts for each item.</p> <p>Seconded by Amanda Kraft.  <i>No objections. <b>Approved by general consent.</b></i></p>		<p>Dan Favell (Treasurer)</p>

ITEM	DISCUSSION/ACTION	PRESENTER
<p><b>3.2 President Report</b></p> <p><u>2025-2026 RSS-PAC Executive</u></p>	<p><b>3.2a(1): Third &amp; Final Call for Nominations – Secretary</b> ... No new nominations</p> <p><b>3.2a(1.1): Election/Aclamation of Secretary</b> ... Kimberly McCarthy acclaimed</p> <p><b>3.2a(2): Third &amp; Final Call for Nominations – COPAC Representative</b></p> <ul style="list-style-type: none"> <li>○ ... No nominations</li> </ul> <p><b>3.2a(2.1): Election/Aclamation of COPAC Representative</b></p> <ul style="list-style-type: none"> <li>○ Position remains vacant</li> </ul> <p><b>3.2b: (Information Items):</b> None</p>	<p>Tamara Ebl (Chair)</p>
<p><b>3.3 RSS Administration Report</b></p> <p><a href="https://rss.sd23.bc.ca">https://rss.sd23.bc.ca</a></p> <p><b>RSS Priorities (Reminder)</b></p> <ol style="list-style-type: none"> <li>1. Celebrating Diversity ... Cultural and DEI (Diversity, Equity, and Inclusion)</li> <li>2. Indigenous Ways of Learning</li> <li>3. Core Competencies and Assessment (including AI)</li> </ol> <p><b>Opening Comments</b></p> <ul style="list-style-type: none"> <li>• <b>Thank You:</b> To PAC Executive volunteers and Parents/Guardians who are engaged and carving time out of their busy lives to support RSS students.</li> <li>• <b>PAC Funding Requests:</b> Nice to see RSS Priorities reflected in the breadth of funding requests considered this evening.</li> </ul> <p><b>Recent Activities and Events</b></p> <ul style="list-style-type: none"> <li>• <b>Monday, Oct 20:</b> Diwali Celebration in the Forum</li> </ul> <p><b>Upcoming Activities and Events</b></p> <ul style="list-style-type: none"> <li>• <b>Take Your Kid to Work Day (Nov 5):</b> Grade 9 students</li> <li>• <b>Artona Photography (RSS Grads):</b> Same as recent years, Artona will be on-site (portable behind school) for Grad photos. Students are responsible to book their own times (\$60 refundable deposit required). New Artona Rep in Kelowna has been demonstrating exceptional service!</li> <li>• <b>Ministry Assessments:</b> 4 sittings per year, each of Math &amp; English. <ul style="list-style-type: none"> <li>○ Math = November (Grade 10), then Grades 11 &amp; 12 (if missed previously)</li> <li>○ English = January (Grades 10 &amp; 12)</li> </ul> </li> </ul>		<p><b>Guest:</b> Hugh Alexander (RSS Principal)</p>

ITEM	DISCUSSION/ACTION	PRESENTER						
<b>3.4 COPAC Representative Report</b> <a href="http://www.copac.sd23.bc.ca">www.copac.sd23.bc.ca</a> <a href="https://bccpac.bc.ca/">https://bccpac.bc.ca/</a>		Deferred to future meeting (if volunteer steps up as COPAC Rep)						
	<b>3.5 Grad Parent Committee Report</b> <ul style="list-style-type: none"> <li>Oct 20, 2025: First meeting of RSS 2025-2026 Grad Parent Committee ... Executive Team voted in:               <table border="1" data-bbox="203 596 1036 842"> <tr> <td>Co-Chairs</td> <td>Lisa Peters Rachelle Couillard</td> </tr> <tr> <td>Treasurer</td> <td>Heather Painchaud</td> </tr> <tr> <td>Directors – At Large</td> <td>Holly Bussiere Kara Chater</td> </tr> </table> </li> <li>All Parents, Guardians, and Host Families of RSS 2026 Grads are invited to attend Grad Parent Committee meetings:               <ul style="list-style-type: none"> <li>Monday, November 3, 2025</li> <li>Monday, November 24, 2025</li> <li>Monday, December 15, 2025</li> <li>Monday, January 19, 2026</li> <li>Monday, February 9, 2026</li> <li>Monday, March 9, 2026</li> <li><i>All meetings at 6pm (RSS Library, in-person, no Zoom)</i></li> </ul> </li> <li><a href="mailto:rutlandseniorgradparents@gmail.com">rutlandseniorgradparents@gmail.com</a> (with questions and/or to be added to their distribution list for updates)</li> </ul>	Co-Chairs	Lisa Peters Rachelle Couillard	Treasurer	Heather Painchaud	Directors – At Large	Holly Bussiere Kara Chater	<b>Guests:</b>  Lisa Peters (co-Chair, RSS 2025-2026 Grad Parent Committee)  Heather Painchaud (Treasurer, RSS 2025-2026 Grad Parent Committee)
Co-Chairs	Lisa Peters Rachelle Couillard							
Treasurer	Heather Painchaud							
Directors – At Large	Holly Bussiere Kara Chater							

**Meeting Adjourned:** 9:00pm

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

- Tuesday, November 18, 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#/>

**APPENDIX A: RSS-PAC Treasurer's Report Oct 21, 2025**

---

Account	Bank Balance (Reconciled to Sep 30, 2025)	Committed Funds			Uncommitted	Notes
		Uncleared Cheques  786, 787, 788, 789, 790, 791, 792, 793 115 General	Funding Received in October  <i>not yet received</i>	Potential Fall Fuding for 2025/2026  <i>not yet approved</i>	Available Funds	
General	2,683.76	-500.00			2,183.76	3
Gaming	26,716.63	-17,882.15	39,515.95	-25,176.59	23,173.84	1 & 2

**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 From General Account

APPENDIX B: RSS-PAC Treasurer's Report Oct 21, 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 @ Aug 31, 2025	August 31, 2025				\$ 25,231.58
	September 22, 2025	Raffle proceeds			584.75
	September 23, 2025	Raffle proceeds			434.21
	September 24, 2025	Raffle proceeds			82.84
	September 24, 2025	Raffle proceeds			195.10
	September 24, 2025	Raffle proceeds			24.37
	September 25, 2025	Raffle proceeds			82.89
	September 26, 2025	Raffle proceeds			82.89
	September 30, 2025	Bank fees			-2.00
Gaming Account Bank Balance @ Sep 30, 2025	September 30, 2025				\$ 26,716.63
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
	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	790	-2,247.50
	October 10, 2025	Fall 50/50 Raffle Fees	Raffle Nexus	Inv RSSSPAC-05 791	-503.45
	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	792	-12,631.20
	October 20, 2025	Spanish Classes ... Salsa lessons - \$500.00 [Item #8, 2024-2025]	SD23	793	-500.00
Available Gaming Account Bank Balance @ Sep 30, 2025 after uncleared cheques					\$ 48,350.43
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	Lindsay Reynoldson	\$5,824 / 75 = \$77.65 / student	-5,824.00
	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 BSLC 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 Redirected proponent to apply for available gov't grant funding. RSS-PAC will cover the cost IF grant funding is denied.	Niki Siddall	\$716 / 300 = \$2.39 / student	-715.96
					-23,976.59
Fall Funding for 2025/2026 as APPROVED by RSS-PAC Executive Decision following Oct 21, 2025 PAC meeting	3 (update from above)	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 the following items that were inadvertently missed from consideration at the Oct 21 PAC Meeting	Lindsay Reynoldson		3,500.00
	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	17.44
Forecasted Available Gaming Account Balance after 2025/2026 Spring Funding					\$ 24,391.28

## APPENDIX C: RSS-PAC Treasurer's Report Oct 21, 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

<b>Raffle Proceeds</b>	\$ 4,495.00
<b>Returned Raffle Proceeds</b>	0.00
<b>Net Total Proceeds</b>	<u>\$ 4,495.00</u>
<b>Raffle Payout:</b>	
Bianca Reihl - Fall 50/50 Raffle Winner (chq 790)	-2,247.50
<b>Raffle Expenses:</b>	
Bambora fees per stmts (estimated)	-112.00
Raffle Nexus Canada fees per stmt (chq 791)	-503.45
Bank EFT transfer fee	0.00
Gaming license fee	-25.00
<b>Total Raffle Expenses</b>	<u>-640.45</u>
<b>Balance Remaining for Disbursement (must be allocated prior to Oct 2026)</b>	<u>1,607.05</u>
<b>Carryforward from 2024-2025 Spring Raffle (must be allocated prior to Jun 2026)</b>	\$ 729.83
<b>Total Available for Disbursement</b>	<u>\$ 2,336.88</u>
<b>Proposed Disbursements for 2025-2026</b>	
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
<b>Total Proposed Disbursements for 2025-2026</b>	<u>-\$ 2,336.88</u>
<b>50/50 Balance Remaining after Proposed Disbursements</b>	<u>\$ -</u>