**Royal Oak Middle School**

**PAC Meeting Minutes**

**Wednesday, April 19, 2023, 7:00pm**

**Present:** Luanne Richardson, Co-President; Tiffany Congdon, Co-President; Katherine Barr, Secretary; Jennifer Snow, Communications; Rauber Nascimento, Treasurer; Julia Roemer, COPACS representative; Karen MacEwan, Principal; Sara Postlethwaite, Vice Principal

**Regrets:** Ivory Xi, Volunteer Coordinator; Jill Shaw, Grants; Tynke Landsmeer, Purdy’s Fundraising; Jennifer Furtado, Lunch Program

**Territorial Acknowledgment**: We acknowledge and thank the W̱SÁNEĆ people on

whose traditional territory we live, learn, and teach. The W̱SÁNEĆ people have lived and

worked on this land since time immemorial.

**Claremont Administration Update**: (Karen and Sara)

* Band: Grade 6 went to Music Monday, Grade 7 went to Port Alberni, Grade 8 heading to Whistler tomorrow and staying 4 nights
* Grade 8 band and choir: local schools tour took place
* Have enough for 3 band groupings in Grade 6 next year
* Athletics – spring session:
  + Rubgy: have a Grade 6-7 team, Grade 8 boys team, and Grade 8 girls teams
  + Badminton
  + Track and Field: kids can choose the events they want, a lot of staff involved
* Grade 5 transition:
  + Band registration happening
  + Visited schools for transition to middle school
  + Visits by Grade 5 students coming up
  + Then ROMS staff go into classrooms to discuss transition
  + May 31st: kids bring parents to school to show them around
  + May 4th: Online virtual info session for parents
* Grade 8 transition:
  + Next week: note coming home for 2 trips to Claremont in early May
  + Students go to musical on May 23rd
  + ROMS admin meet with Claremont admin to review transition for next year
  + June: Claremont visits ROMS classrooms to discuss transition
* Island Sexual Health sessions took place
* Early May: class photos
* May 30th: Grade 6 immunizations (170 students)
  + Sara to reach out to same PAC volunteers as previously
  + PAC to provide drinks and cookies(?)
* School goals and student voice
  + Areas of focus moving focus: 1) literacy, and 2) mental health and wellbeing (including screen time, etc.)
* Needs 2 session
  + End of May: Suicide awareness, mental health session

**Approvals**: (Luanne)

* Approve agenda: move Kat, second Julia
* Approve minutes: move Jen, second Tiffany

**President’s Report:** (Luanne)

* Funding requests:
  + Approved funding for Safer Online session
  + Requests from teachers out of gaming budget approved

**Treasurer’s Report:** (Rauber)

* BCCPAC fees: $100 not for this year; will look into for next year and clarify benefits
* COPACS: $250 from gaming; offered and no response yet
* Request just went out for outstanding receipts to be turned in for reimbursement for PAC budget clarity
* Gaming financing request: Jill in charge and will submit a request for 2023-24 school year; ideal if have 2023-24 Grants Volunteer in place by that time to shadow Jill and learn the process
* $1,000 deposit needed for food for Grade 8 Farewell (Taco Shell in Sidney)
* Karen will confirm that bottle drive fundraiser check was sent to ROMS

**PAC Executive Recruiting for Next Year:** (Luanne and Tiffany)

* Karen to mention in her email update to parents this Friday
* Discussion around breaking down roles into pieces and communicating what is involved to parents to get more volunteers: possibly create a SignUpGenius for Karen to share with parents in her ROMS email
* PAC Exec Roles open: Comms, COPACS, Fundraising, Grant Writing
* May 17: next PAC meeting; Karen can offer a ROMS tour to Grade 5 parents to increase attendance

**COPACS:** (Julia)

* Already took place:
  + Anti-racism session (Lisa Gunderson)
  + White Hatter Gaming, Digital sessions
* Coming up:
  + Sharenting (oversharing digitally) session
  + Technology, Sleep and Children session
  + Tools for Parents session
  + Dates for these will be shared with the parents

**Volunteering/Fundraising:** (Luanne)

* May 11/12: Tynke needs volunteers to help unload truck (request for Grade 8 Leadership to help out during school time) and manage pick up/carrying to car

**Grade 8 Farewell:** (Luanne)

* Bake sale date?
  + Fri, June 2 suggested
* Need SignUpGenius to request bake sale donations: Tiffany ask Ivory
* May 3 Farewell meeting: possible to reserve LC?
* Early May: PlayLand cost of $80 and $25 Farewell parent payment request to go up online

**Meeting adjourned at 8:30pm**

**Ongoing Fundraising:**

* Peninsula Coop Number: 58597. Put this number in your phone and don't forget to use it when you pay at the gas station or grocer.
* Country Grocer receipts: Save your Country Grocer receipts as PAC earns gift cards to use for school lunches for those in need. The collection envelope is hanging by the PAC Bulletin Board at school.
* COBS bread: Mention Royal Oak when you make a purchase at COBS bread and 5% of your purchase will be donated to our school.

**Next PAC General Meeting: Wednesday, May 17, 7:00pm**

**Action Items:**

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