

Royal Oak Middle School
PAC Meeting Minutes (AGM)
Wednesday, May 17 2023, 7:00pm

Present: Luanne Richardson, Co-President; Tiffany Congdon, Co-President; Jennifer Snow, Communications; Rauber Nascimento, Treasurer; Julia Roemer, COPACS representative; Tynke Landsmeer, Fundraising; Ivory Xi, Volunteer Coordinator; Karen MacEwan, Principal; Sara Postlethwaite, Vice Principal; Mei Wang; Stephanie Hull; Kerry Bowman; Kim M; Melissa Joyce

Regrets: Katherine Barr, Secretary; Jill Shaw, Grants; 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)

- The new light system was used at pizza day
- Band: ROMS music program student numbers are growing
- Scrap Metal Artists visited the school
- Assistant Superintendent and trustees visited and discussed the Strategic Plan with grade 8 students
- Athletics – spring session:
 - o Rugby: Grade 8 boys team won at the jamboree
 - o Badminton has wrapped up
 - o Track and Field: occurred at UVic
- Grade 5 transition:
 - o ROMS staff met with elementary school teams. Grade 6 class building is occurring
 - o May 4th: Online virtual info session for parents was approximately 100 people in attendance
 - o Open House and face to face visits occurred in classrooms
- Grade 8 transition:
 - o Grade 8 Farewell planning in ongoing
 - o Students go to musical Sponge Bob on May 23rd
 - o ROMS admin met with Claremont admin to review transition for next year
 - o June: Claremont staff and PEP students visit ROMS classrooms to discuss transition
-

Approvals: (Luanne)

- Approve agenda: move Tynke, second Julia
- Approve minutes: move Julia, second Jen

President's Report: (Tiffany)

- May 4th event online for incoming parent well attended with Sara and Karen. Tiffany spoke to the parents to encourage PAC participation.
- Staff Appreciation Lunch to be held on June 14th. Message to be sent out to parents in the weekly reminders and Sign Up Genius will be used.

Treasurer's Report: (Rauber)

- Bank Balance: \$3729.83 Gaming Account: \$9595.89 Total: \$13425.72
- Request for outstanding receipts to be turned in early next school year 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

PAC Executive Voted in for 2023/24

- | | |
|---|--|
| - President- Tiffany Congdon | Motion to approve: Tynke Landsmeer 2nd: Julia Roemer |
| - Vice- Presidents- Melissa Joyce and Eva Castlesky | Motion to approve: Julia Roemer 2nd: Ivory Xi |
| - Treasurer- Rauber Nascimento | Motion to approve: Julia Roemer 2nd: Ivory Xi |
| - Secretary- Katherine Barr | Motion to approve: Julia Roemer 2nd: Tynke Landsmeer |
| - Volunteer Coordinator Ivory Xi | Motion to approve: Tynke Landsmeer 2nd: Julia Roemer |
| - COPACS- Stephanie Hil | Motion to approve: Ivory Xi 2nd: Jen Snow |
| - Communications: vacant | |
| - Country Grocer Receipts-will check with Josephine Suen who did receipts this year | |
| - Lunch Program, Member at Large- Jennifer Furtado | Motion to approve: Julia Roemer 2nd: Jen Snow |
| - Grant Writer- Melissa Joyce | Motion to approve: Ivory Xi 2nd: Jen Snow |
| - Fundraising- vacant (can be broken down- Purdy's, Dielmans etc) | |

COPACS Report: (Julia)

- Julia reviewed function of the COPACS
- BCC PAC dues were not paid this year and voting did not occur. To pay fee next school year in September
- COPACS 101 presentation for parents being developed for Sept 23
- White Hatter presentation- Technology, Sleep, and Children occurring May 25

Fundraising Update

- Tynke is happy to pass on fundraising info to the next person and reviewed this years.
- Purdy's, Easter and Xmas (online) \$1500.
- Dielmans items such as wrapping paper etc (paper brochure) \$300

- Spring Plant Fundraiser by Growing Smiles (plants and hanging baskets) \$930. Drop off and deliveries went well. Grade 8's helped.

Grade 8 Farewell: (Luanne)

- In person meeting 2 weeks ago. Checked out gym, mpr and space decoration options.
- Decorations are purchased.
- Food truck booked- Tacos, ice cream (individual), candy bags, punch and specialty drinks.
- Wrist band for each student to keep track of consumed items.
- SignUpGenius was used to request bake sale donations: June 2
- Tiki bar- A parent has volunteered to build.
- Reminders to go out again re: PlayLand cost of \$80 and \$25 Farewell parent payment
- Budget will be finalized early June and we will see what money is left for prizes
- Memo will be sent by Karen to parents re: parent/student expectations for the day.
- Next meeting: June 5th at the Learning Commons

Additional items:

- PAC website cannot be subscribed to by new parents. Sara brought up issue to the school board as to what is possible? Can we ask students to volunteer and develop website? Karen and Sarah will look into this possibility. Closed Facebook group option?
- Pizza Day request- Dominos will fulfill gluten/dairy free requests if parents call to discuss.
- **2023/2024 Meeting dates** are: Sept 20, Oct 18, Nov 15, Jan 17, Feb 21, Apr 17, May 15 (AGM)
- End of year PAC Social- June 21st. At a restaurant?

Meeting adjourned at 8:35 pm

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, Sept 20 2023