**Royal Oak Middle School**

**PAC Meeting Minutes**

**October 20th, 2016**

**Present:**  
PAC Executive Team: Co-Presidents:   Christa Easton , Stef Hutchison , Vice President- Roland Tscheinig, Secretary: Lynn Hood, Member at Large Communications: Josie Pucci-Cocco, COPACS Rep: Jamie Disbrow ,Member at Large: Michelle Hughes, Volunteer Coordinator: Rosalina Munro,

**Absent:** Treasurer: Christine Dutchak, Grade 8 Liaisons: Lynn Bartle & Dora Demedeiros

**ROMS ADMINISTRATION**: Carly Hunter, Ken Bergeron

**ROMS Families** – 20 families represented

Meeting opened at 7:00pm.

**1. Presentation on Google Docs-GAFE-Kyle Goye and Emma Cottier**

* Google applications for Education (GAFE) is a suite of applications and tools similar to Microsoft office. It comes with tools and has an educational component. It helps teachers work in a digital environment. Students use drive, docs and slides.
* GAFE works well with a variety of devices, like Ipad, Chrome, and Linux system. The whole school can use it together. It lives in the cloud. Students can access it anywhere in the world. Some of the advantages are autosaving, no ads and its free.
* The district manages the account. They can see if the students are being inappropriate. The teachers can manage the tools the students uses eg. Talk to text and who the student shares their document with.
* It has unlimited storage online. It uses Google vault which has backups of the work. Google classroom is sessions that can be held together between classrooms.
* Students can access their information through their middle school and high school years.
* SD63 has full ownership of the data. Meanwhile, no private information will go onto Google.
* Immediate feedback on documents can be given via chat, comments, Google hangouts and suggested edits.
* Students will have a digital collection of their work for many grades. It is an ideal platform for sharing resources. It is also a great tool for teachers to collaborate with.
* Google drive. We used to use flash drives/memory sticks. Not needed anymore.
* Teachers can look at revision history and can see how many times the student has revised their document and the teacher can see what the student has changed. The teacher can also see when other students have given feedback. For group projects, via revision history teacher can tell which student has worked hardest ie. Made the most revisions.
* There are a lot of options for uploading pictures, video and so on. Teacher gets an email notification of when the homework has been handed in. Teacher can make a comment, student then makes the changes and clicks on 'resolve' and then the assignment gets sent back to the teacher. So students are always improving their homework. Students are discouraged from copying and pasting and instead use 'insert image' where all the copyright free images come up. This feature helps kids be aware of copyright. Same idea with Google slides with videos. The web address of the image comes up in the bibliography of the student's document.
* Teachers are moving toward a paperless environment.
* If sending information to all the student's teachers can pick these options: can edit, can view etc. Students can no longer say they never got the information as the handout is in their drive.
* As a parent you should ask your child to select 'share' on their work. The parent's email has to be gmail. [Studentno@students.sd63.bc.ca](mailto:Studentno@students.sd63.bc.ca)
* Being absent or on vacation doesn't prevent students from working on assignments.
* Staff and district are committed to GAFE. Quick growth with teachers using GAFE. Students skills on the keyboard are very high so they are naturally more proficient with the typing. Not an area of weakness.
* GAFE is a great platform for student engagement. Greater Victoria is also using Google apps even starting as soon as Kindergarten. It has been approved by the district.
* A question was raised about what Google would get back in return for their free service offered to schools, e.g. "life long Google users" etc. Principal Carly Hunter stated that SD63 is aware of this issue. However, in the interests of providing affordable tools for students and having them learn digital citizenship the benefits outweighed the potential influence of the Google brand on students and it was knowingly decided in favour of GAFE. The schools need to teach digital citzenship to students and GAFE was the best system out there when researched to do that. Teachers need to remind students that they have an online profile.

**2. President's Welcome and Introductions-**was done by Stef Hutchison.

**3. Motion to approve September’s minutes and approval of agenda-**Approved by Sherri O'Sullivan , seconded by Dagmar Restell

**4. ROMS Administration Report**:

* the report started with an acknowledgment that the school is on WSÁNEĆ land
* Terry Fox run was a success
* Grade 6 immunization-thanks to parents who helped
* Open house was also successful thank you to volunteers
* School sports in full swing 100 students involved in Basketball. Most popular sport coming after Christmas is volleyball. Encourage your child to try out.
* Focus on healing and reconciliation exhibit now on at Claremont. Indigenous history is now included in the curriculum.
* Screamfest is doing well. Still needs volunteers. Parents must come with their child but they don't need to hang out with them. Oct. 27 and 28.
* Drop everything and read is Oct. 24th at 11:00. All families are welcome to come. The whole staff even the custodian will also be reading.
* There will be a Costume parade-Oct. 28th. No clown costumes allowed
* We day event (Vancouver)-November 3
* Band concert- Nov. 28
* Craft Fair/silent auction-Nov. 26

**Staff**

* + Collaboration time: inquiry, technology, math, social emotional growth
  + NID Friday, Oct. 21-staff are participating in local and provincial workshops on various topics including FSL, math, technology, assessment and community building.

**5. President's Report-Staff funding requests and budget**

* Teacher requests were prioritized with Principal and Vice principal and then reviewed by the PAC.
* Equalization payments usually $5,000. This year there are 22 divisions, $2,000 for grade 8 worked out to less than $7.00 per student. It was approved to increase this to $6, 600 which brings the total to $10.00 per student.
* Budget was discussed including all of the things that PAC has to pay for. Then it was shown what was paid for last year for staff requests and then what was approved for this year:

-Seaquarium,

-Waterclub/clay club,

-headphones for GAFE (headsets for read and write),

-math/science manipulatives cart for whole floor,

-Google apps to help make movies,

-Girl power club (has an aboriginal component),

-Quiet zone/chill out club-for the kids who don't want to socialize during recess but just need to decompress,

-hand held wireless microphones-Extreme team,

-Fitness heart monitors 4 (too expensive to fund all the heart monitors that Mrs. Fuller wanted). It was discovered that doing activity before math has helped the kids do better at school.

-additional uniforms for Rugby (as these uniforms are 30 years old). Can be used for other teams as well, not just Rugby.

* Two funding requests were not approved. The one for camp. PAC does not fund camps. Different teachers do different things. PAC's mandate has always been to benefit the most students. If the activity is for a specific class then that class can fund raise themselves and use the equalization money.
* The band-we help pay for the transportation to promote band to the feeder schools and pay for the tutorial. They requested guest musicians to come in but Band can fund raise for themselves and has a healthy budget this year.
* PAC asks for the teacher's requests in the new year as well, as things change throughout the year.
* With all of these items approved that leaves $4,000 in the budget.
* Christine Haragin put forward a motion to approve the budget. All in favor , motion approved
* Stef talked a bit about class reps. The idea behind class reps is to try and simplify the emails that parents get from Donna Punt (administrative assistant for ROMS).
* For silent auction each class does a gift basket.

**7. COPACS Representative Report/Update**

* Enrollment in the district is increasing slightly.
* Bus fares are covered this year by provincial funds and indications are this funding will continue.
* COPACS policy meeting will be held Nov. 2 6:45pm at Bayside and is open to all parents (District #63 Superintendent, trustees, school administrators and PAC reps will all be there).
* Kelset School suggests requirement for driver’s abstract check in addition to criminal record check for all parent volunteers. School administrators will decide what is best for each school. Discussion point: Getting criminal record check in Victoria can be done online, but in Saanich, volunteers have to go into the station. Currently, parents only have to have a criminal record check if they are driving students. Parent suggests the abstract doesn't take long to get. Jamie to raise with COPACS.
* Corey Makar (COPACS emergency preparedness lead) might be able to come to future PAC meeting to present on Earthquake preparedness if there is interest.

**8. Grade 8 Farewell**

* an email went out requesting parents who want to be involved in the farewell. There will be a meeting in December.

**9. New Business/Closing remarks-**there was no new business.

**Thank you for your attendance at this meeting.**

**Meeting adjourned at 8:30pm**

**Next PAC Meeting is November 17 at 7:00 pm (ROMS Library/Learning Commons).**