

**ROYAL OAK MIDDLE SCHOOL**

**PAC Meeting Minutes**

**Wednesday, January 20, 7:00pm**

**Present:** Co- Presidents: Luanne Richardson and Lena Palermo (also Co-Grade 8 Liaison),Treasurer: Don Mellings, Volunteer Coordinator, Fundraising & Co-Grade 8 Liaison: Courtney Lloyd, Grants: Jill Shaw, Communications: Jen Snow, COPACS Rep: Julia Roemer, Secretary: Jenny Eastman, Member at Large: Lunch Program - Elisa Greenway & Jen Furtado, Member at Large: Tynke Landsmeer, 14 current ROMS families were represented. **Staff:** Principal - Karen MacEwan

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|  | **Action Item** | **Who** | **When** |
| 1 | Communicate with FAAS teachers to let them know extra funds may be available | Karen | ASAP |
| 2 | Arrange for change in signing authority for PAC accounts | Don & Jen F. | ASAP |
| 3 | Draft a message that Taylor can send to all families reminding them to send in Country Grocer receipts and thanking Peninsula Coop for their donation of $1900 toward the lunch program | Lena & Luanne | ASAP |
| 4 | Determine how we can best thank Peninsula Coop | Lena & Luanne | ASAP |
| 5 | Call a meeting for all interested Grade 8 families once there is guidance about what sort of Grade 8 farewell celebration may be possible | Lena & Courtney | ASAP |
| 6 | Contact Lisa G. about speaking at spring PAC meeting | Lena | ASAP |
| 7 | Send pop culture Kahoot questions and answers to Lena by April 15 | All | April 15 |
| 8 | Investigate options for Staff Appreciation and arrange delivery soon | Lena & Luanne | February |

**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.

1. **Administration Report – Karen MacEwan**

* Jan/Feb are very much curriculum focused– much learning takes place these two months, very focussed atmosphere in the school
* Grade 8 Leadership group organized Friday, January 29 as “Jersey Day” with sports themed Kahoot for all classes to play
* Foundation Skills Assessment (FSA) tests underway for Grade 7s
* Pink Shirt Day coming on Wednesday, February 24 – focusing on school goal of compassion. Grade 8 Leadership students plan for each division to decorate a large puzzle piece on the theme of kindness etc., all will be put together once complete. Also sharing some You Tube clips that all teachers will show their class.
* Working with Claremont staff on Grade 8 transition process – course selection forms for Claremont are due on March 8. Grade 8s will see the upcoming Claremont Musical, counsellors to visit ROMS soon to answer questions, parents can book phone meetings if needed.
* Will soon begin Grade 5 transition process to welcome new students for next year
* Extra funds for Fine Art and Applied Skilled (FAAS) classes: Kiln is needing repair so no art class can work with clay at the moment. Art teachers now using FIMO and other clay, may have higher costs associated with this. Challenging to get repair service for the kiln, may consider asking PAC for funds to support purchase of new kiln for next year. Uncertain of cost, perhaps ~$6-10,000. Suggestion to gather more info about firm costs and to leave this decision to next year’s PAC team. Wood shop also noting increased cost for supplies and needing more due to cohort structure. PAC asked Karen to let FAAS teachers know that they can ask for extra funds from PAC to support their extra supply costs while kiln is not working and when wood costs are higher than expected.
* **ACTION:** Communicate with FAAS teachers to let them know extra PAC funds may be available – Karen

1. **Approval of Agenda and call for addition items**

* **Motion** to approve the agenda by Elisa, seconded by Don. CARRIED

1. **Approval of Minutes**

* **Motion** to approve the January minutes by Julia, seconded by Jill. CARRIED

1. **President’s Report – Luanne & Lena**

* Held an executive meeting at 6:30 this evening
* Cheques were all signed to provide for the previous round of teacher requests. Next round of request will go out next week – Karen will provide forms for all staff and PAC will meet in March to approve so funds can be used ASAP
* Reminder to submit Country Grocer receipts to classrooms as the PAC gets a percentage back from Country Grocer. These funds are very important to the lunch program. Consider reminding all staff and families?
* Proposal for a cannabis store in Royal Oak Plaza was shared by District of Saanich with the school admin team and PAC for input – admin team and some families have given input

1. **Treasurer’s Report/Teacher Requests - Don Mellings**

* Funds remain in good shape for remainder of the year
* General Account Balance: $11,556.72
* Gaming Account Balance: $20,458.32
* Float (cash on hand): $150.00
* **Total Assets: $32,165.04**
* Need to name a new signing authority and remove Josie Pucci-Cocco’s name
* **Motion** thatJennifer Furtado be added as a signing authority on the bank accounts and Josie Pucci - Cocco’s name be removed on all accounts by Don, seconded by Jenny. CARRIED
* **ACTION:** Arrange for change in signing authority for PAC accounts – Don & Jen F.

1. **Lunch Program Grants Update**

* Lunch program for students in need is being well supported by families who have signed up to drop off purchased baked good.
* Jill and Luanne submitted a grant application to Peninsula Co-op and received $1900 toward the lunch program, $1400 cash and $500 in co-op gift cards. Well done Jill and Luanne!
* **ACTION:** Draft a message that Taylor can send to all families reminding them to send in Country Grocer receipts and thanking Peninsula Coop for their donation of $1900 toward the lunch program - Lena & Luanne
* **ACTION:** Determine how we can best thank Peninsula Coop – Lena & Luanne

1. **COPACS Report**

* Meets the first Thursday of every month, Julia attends for ROMS, all are welcome. For detailed information see COPACs website <https://copacs.sd63.bc.ca>
* PACE Football Club presented at COPACS meeting – for every registration they receive, they will give $15 to the PAC of the school attended by the registered child
* One case of COVID exposure at Stelly’s, first exposure for SD 63, families felt this was handled very well
* No remote learning planned for September, SIDES is now full, questions about what this may mean for some students and families

1. **Grade 8 Farewell Update**

* Waiting on next steps, Courtney & Lena to meet with Karen
* **ACTION:** Call a meeting for all interested Grade 8 families once there is guidance about what sort of Grade 8 farewell celebration may be possible – Lena & Courtney

1. **Fundraising Report**

* ~$550 raised with Easter Purdy’s order, pick up will be March 10. Details to come. No further fundraising planned for this school year at this point.

1. **Additional Discussion Items**

* Future PAC meeting speakers and topics
  + Looking for speakers for future PAC meetings. Send ideas to PAC email on ROMS website
  + Will plan to have school police liaison office at April or May meeting and Lisa Gunderson in either April or May
  + **ACTION:** Contact Lisa G. about speaking at spring PAC meeting – Lena
* Family event – mid-April pop culture Kahoot
  + Planning for Spring Kahoot for all ROMS families, target Earth Day – Thursday, April 22. Pop culture theme, Lena is collecting questions and answers
  + **ACTION:** Send pop culture Kahoot questions and answers to Lena by April 15 - All
* Staff Appreciation
  + Planning for Staff Appreciation soon – PAC will arrange for something that is individually wrapped to be delivered for all staff in spring, plan to support a local business – Mosi Bakery? Flower pot?
  + **ACTION:** Investigate options for Staff Appreciation and arrange delivery – Lena and Luanne

Meeting adjourned at 8:16 pm: moved by Jenny, seconded by Julia. CARRIED

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 receipts as PAC can earn gift cards to Country Grocer. The collection envelope is hanging by the PAC Bulletin Board at school.
* **COBS bread:** PAC participates in the COBS bread fundraising program. Mention Royal Oak when you go in and 5% will go back to our school with every purchase.

**Next PAC General Meetings:**

* Wednesday, March 10, 7pm – online, Zoom link to be sent out