

# MEETING MINUTES

## École Secondaire Hugh McRoberts Secondary School

### Parent Advisory Council (PAC) Minutes

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**Date:** Wednesday, November 8th, 2023

**Location:** McRoberts Library

**Time:** 7 pm

**Attendees:** Dave Madeira (Outgoing Chair), Tasneem Damji (Co-Chair), Amir Mahani (Co-Chair), Erin M. (Secretary), Wynne Lam (Fundraising), Anne-Marie Willcox (RDPA) **Members at large:** Colleen Howu, Miki Shirran, Billo Puni

**School Representative:** Aviva Vaughan (Principal)

**Regrets:** Hajira Hussain (Treasurer),

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1. Welcome and Introductions: Chair Amir Mahani opened the meeting at 7:08 pm and went through a round of parent introductions.
2. Review and approval of last meeting's minutes. Correction requested to change Fundraising Coordinator name to Wynne Lam. Motion to approve minutes once corrected. Unanimous vote. Motion passed.
3. School Administration Report: Principal Aviva Vaughan presented the following updates:
  - a) Photos of the field trip for English 1st People's 12 (funded by the PAC) to the Bill Reid Art Gallery. They had a tour of the gallery, did some crafts and listened to some speakers.
  - b) McRoberts School Story: Every school has a School Story that is mandated by the Ministry to have. The School Story outlines goals and what the focus is for McRoberts. It also provides evidence and action that has been done. Ms. Vaughan provided a summary of our School Story, including a review of what is currently on the page. Parents are encouraged to review the School Story at: <https://mcroberts.sd38.bc.ca/our-school-story>.
4. Dates to remember: Amir encouraged all parents to check the school calendar available on the school website (<https://mcroberts.sd38.bc.ca/school-calendar>). The following are some of the important dates to remember:
  - 10 Nov - Remembrance Day Assembly
  - 16 Nov - S1 Term 1 Report Cards Published
  - 22 Nov - Parent Teacher Conferences (early dismissal)
  - 23 Nov - Parent Teacher Conferences (early dismissal)

10 Jan - PAC meeting (7 pm)

5. Committee Reports:

a. Treasurer Report – Erin presented on behalf of Hajira. As of October 2023 we have an available balance of \$4,351.44 in the operating account and \$31,935.79 in the Gaming Account. We approved a total of \$19,945 at the last PAC meeting, so we will have \$11,990.79 available for the next round of Teachers Wish List or any other items that may get requested between now and the next meeting.

b. Secretary Report – No report.

c. Dry Grad Report – No report.

d. Fundraising Report – Wynn advised that on December 8th there will be another Krispy Kreme sale.

e. RDPA - Anne-Marie advised that the RDPA meeting was cancelled in lieu of a PAC 101 which will be held on November 21st.

6. Old Business:

Dave advised that the step ladder that was previously approved for purchase in September will cost \$10 more than anticipated. An additional \$10 was approved to purchase the ladder.

7. New Business:

Amir acknowledged that tonight is Dave's last meeting and thanked him for his time and commitment to the PAC. We wish him all the best. Thanks Dave!

Amir: There will be no meeting in December. Amir wished everyone a wonderful holiday and a Happy New Year.

Meeting adjourned at 7:50 pm.

<p><u>Next PAC Meeting:</u> January 10th, 2024</p>
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