

MEETING MINUTES

École Secondaire Hugh McRoberts Secondary School

Parent Advisory Council (PAC) Minutes

Date: Wednesday, October 8th, 2025

Location: McRoberts

Library Time: 7 pm

Attendees: Amir Mahani (Chair), Nicole Li (Co-Chair), Teresa MacDonald (Vice-Chair), Colleen Howu (Secretary), Wynne Lam (Fundraising), Anne-Marie Willcox (MAL, RDPA), Catherine L., Ka-Mei L., M. Ali B., Virgie, Stephen, (Some parents on Google Meet)

School Representative: Jason Leslie (Principal)

Regrets: Bonnie Leung (Treasurer), Hajira Hussain (Co-Treasurer)

- 1) Welcome and Introductions: Chair Amir opened the meeting by welcoming everyone at 7:00pm.
- 2) Motion to approve last meeting's minutes. Moved-Anne-Marie Seconded-Wynne
- 3) Guest Presentation: "The Library" and "Our Literacy Project" by Julie-Anne Mainville and Jamie Hudson. Performance-based Assessment is for Gr. 8 students to see what area of support they need in literacy. It is done in the Fall and Spring. Our library has a solid collection of books that will engage students. The librarians are running different programs during class time to curate interest and engage students in reading—Book tasting, speed dating, book display, story time with elementary school students. They are also providing resources to support teachers in their classroom teachings. We had the highest number of check-out books as well as highest number of participants in Reading Riot last year. The trend is continuing in this school term.
- 4) School Administration Report: Mr. Leslie. Students are making good use of PLT. They are in classrooms, library, or doing self-studies during PLT. Attendance is high so far. Students can sign up for a classroom teacher the day prior. Sign-up sheets will be posted outside each classroom. School is hiring for some part-time positions.
- 5) Dates to remember:
 - Oct 16: Gr.12 Transcript Verification Report (TVR), S1 Interims published
 - Oct 21: Gr.10 &11 Careers Presentation (PLT)
 - Oct 23: Gr.12 TVR Signing Assembly (PLT)
 - Nov 5: Gr 9 Take Our Kids to Work Day
 - Nov 6: Gr.10 & 12 GLA
 - Nov 10: Remembrance Day AssemblySee school calendar (<https://mcroberts.sd38.bc.ca/school-calendar>)

6) Committee Reports:

a) Treasurer Report –Bonnie reported the balance for each account (via email):

1) Operating account: \$ 1,854

2) Gaming account: \$22,954.79 (available funds \$4501.67. A cheque amount of \$18,453.12 has not been withdrawn)

PAC has received approval on Gaming Grant but the funds has not been deposited to our account.

a) Secretary Report – no report.

b) Dry Grad Report – First meeting was today at 6pm. No report.

c) Fundraising Report – Wynne. PAC will sell Purdy's before Christmas. She needs volunteers to help sorting the order. Krispy Kreme donuts sale was successful last year. However, she cannot run it without enough parent volunteers. Please contact PAC if parents are available.

d) RDPA – Anne-Marie. RDPA had their first meeting on Oct 7. Assistant Superintendent Rob Liang presented on PLT and Career Education programs. The School District will collect feedback about PLT around Spring break. A parent volunteer from D.A.R.E program also presented at the meeting. PAC 101 will be held on November 4th at Burnett Secondary. The workshops are designed to support parents in the PAC executive teams – Chair, Treasurer, Fundraising, Dry After Grad. Please email RDPA to sign up: richmonddpasd38@gmail.com

7) New Business: Mr. Leslie will collect Teachers' Wish list for PAC approval in our November meeting.

8) Meeting adjourned at 8:00 pm.

Next PAC Meeting:

November 12th, 2025

7:00p.m.