MEETING MINUTES

École Secondaire Hugh McRoberts Secondary School

Parent Advisory Council (PAC) Minutes

Date: Wednesday, October 14th, 2026
Location: McRoberts Library and MS TEAMS
Time: 7 pm

Attendees: Nicole Li (Chair), Teresa MacDonald (Vice-Chair), Priscila Minim (Vice-Chair), Bonnie Leung (Treasurer), Colleen Howu (Secretary), Wynne Lam (Fundraising), Mayukh Saubhasik (RDPA rep), Amir M, Josephine W

Online: Ali Rajool Dezfooli (Treasurer), Jade P, Sara L, Maira C, Julia Z, Steffi, Mishell S, Nicole, Charmaine R, Denise, Sally M, Yiming N, Angeline, Steffi Z.

School Representative: Jason Leslie (Principal)

1) Welcome and Introductions: Chair Nicole opened the meeting by welcoming everyone at 7:03pm.
2) Approval of last meeting's minutes. Amir Motioned. Bonnie seconded. Approved
3) School Administration Report: Mr. Leslie
    a) Ms. J. Mainville updated what happened in the Library Learning Commons (LLC) via a pre-recorded message. Gr. 8 students had their orientation at LLC, book tasting, Indigenous protocol, and so on. LLC has seen an increase in circulation of English books by 30% and French books by 60% in the last year. Reading Riot has been a great success with the financial support from PAC in the past 5 years with growing participants. (see attached LLC Year In Review). Ms. Mainville appreciates the ongoing support from the PAC and all parents.
    b) World Teacher Day was on October 5. Staff appreciated the coffee and snacks prepared by School Admin with the $200 contribution from PAC.
    c) Gr12 Grad Kick-off – T-shirt signing, Grad boat cruise on Sept 25
    d) Great turn-out on Meet the Teachers on Sept 24
    e) Over $1000 was raised on Terry Fox Run
    f) Orange shirt day on Sept 29
    g) Club days on Oct 2 during lunch hour. If students missed the sign-up opportunity, they can go to office for the list of club and information.
    h) Oct 15 is Gr 12 Assembly. First Transcript Verification Report (TVR) will go home. Students are to verify all the information. Report to school if there are any discrepancies.

Final TVR is on Oct 22.

i) Oct 21- S1 interim report will be posted

j) Oct 23 is provincial Pro-D day. School will be closed.

k) Nov 16- block rotation. The purpose of block rotation is to prevent students from missing the same classes throughout the semester due to sports events or other reasons.

l) All the teaching positions are now filled. School is hiring a Noon hour supervisor.

m) Q&A and open floor discussion:

Q: Photo retakes opportunity?
A: Photo retakes will be on Nov 4

Q: Is SD38 changing website and platform?
A: SD38 is redoing all websites starting from elementary schools to secondary schools. McRoberts will have its turn. To be proactive, the PAC has started exploring website hosting and development. Many thanks to Ali and Mayukh, the preliminary website is available for review here: https://hughmcrobertspac-ux.github.io/mcroberts-pac/

Q: What are the hours of operation of the cafeteria?
A: It is open during recess and lunch. A new vendor and new menu items have been introduced this year.

Q: Does PAC use social media?
A: See item 6 c).

4) Dates to remember:
See school calendar (https://mcroberts.sd38.bc.ca/school-calendar)

5) Committee Reports

a) Treasurer Report –

i) Community Gaming Grant of $20,780 was deposited to gaming account. The balance is $23,651.18.

ii) Balance of the general account is $ 1,172.74

iii) The draft 2025-2026 Financial Report compiled by Co-treasurer Ali Rajool is ready for review at Where the money goes · McRoberts PAC

b) Secretary Report – Received mails from Coast Capital. Also see item 6 a)

c) Fundraising Report –Upcoming Purdy's chocolate sale as Christmas fundraising event

d) RDPA Report – RDPA's first meeting was on Oct 6. Most of it was about the budget. A collective decision that RDPA cuts spending on food and allocates more spending on PACs. RDPA reimburses PAC to send one parent per school to take Food Safe certificate course. Some PACs requested reimbursement for two parents. That will be approved on case-by-case basis. Election of one member-at-large and appointment of a secretary are done. One parent raised the question of whether 15-minutes lunch time in elementary schools can be extended. RDPA will forward the concern to the District.

6) New Business:

   a) Bank Signatories – Old executive names were removed from our bank accounts. New executives are added. Executives with signing authority are Nicole Li, Amir Mahani, Bonnie Leung, and Ali Rajool Dezfooli

   b) Ratification of Expenditure of $200 for Word Teachers' Day, a contribution from PAC – Colleen motioned. Bonnie seconded. Approved.

   c) PAC will pilot a WhatsApp PAC Parent Group to help connect and engage with parents and increase awareness of PAC events and activities. All McRoberts parents and guardians are welcome to join using the link or QR code provided below.

   d) City of Richmond Grants– PAC is only eligible for the Richmond Community Celebration Grant. Applications typically open in January. Co-chair Priscila will look into the application process and event planning.

7) Meeting adjourned at 8:07pm.

Next PAC Meeting:
November 18th, 2026
7:00 p.m.
School Library

McRoberts PAC Parent Group (WhatsApp)

Join via Link:
https://chat.whatsapp.com/KZfEfRHXlNuFXLBVuEhUSO?s=qt&p=i&mlu=0&ilr=4

Or scan the QR code below:



MCROBERTS
LIBRARY LEARNING COMMONS
YEAR IN REVIEW

2025-2026

Total # of books checked out: 6368
Up 1,863 from 2024/25!

# of graphic novels checked out: 1633

Up 740 from 2024/25!

# of French books checked out: 1187

New resources: 547

Classes booked in: 301

Top 5 most circulated novels



Top 5 most circulated graphic novels



