



MINUTES

ATTENDEES

Randi Falls (Principal), Kimberley Rogers (Co-Chair), Karen Hanneson (Treasurer), Deidre Murphy (Secretary), Kelly McClaren (Member at Large), Hazel Currie, Anne Grimm, Carrie Spark, Dana Duke, Heidi Hoffman, Wendy Fung Graham, Orissa Henderson, Anne Pappas, Meg Thompson, Stephanie Novak

WELCOME AND TERRITORIAL ACKNOWLEDGEMENT

The meeting opened with an acknowledgement that we are meeting on the traditional territories of the Lkwungen peoples, followed by welcome remarks and introductions.

APPROVAL OF AGENDA

Approved

REPORT FROM THE CO-CHAIR

- G9 immunizations – December 4th. The PAC will provide juice and cookies; need parents to help out for 1.5-2 hours on the day. Parents to let Kimberley know if they're willing to help out.
- Breakfast Club – Kimberley is helping to organize a weekly breakfast club for students; looking for interested parents to help out with donations or in the mornings.

REPORT FROM THE TREASURER

- Gaming Funds – disbursement has begun (Athletics)
- Parent Contribution Fund – funds are in the account and ready for disbursement
- Amendment to budget item - at the October meeting the PAC approved funding for chest waders for Bowker Creek. The money for chest waders was funded shortly thereafter through the Water is Life program, so an amended request was submitted for a chiller for a salmon-rearing aquarium. The chiller will allow Marine Biology and Biology 11 students to investigate the viability of reintroducing salmon into Bowker Creek. The chiller would be used by hundreds of students over a number of years.
- Motion to approve transfer of funding from chest waders to chiller carried and approved.

REPORT FROM THE SECRETARY

- No report

REPORT FROM THE VCPAC REP

- No report – position vacant
- Anyone interested in attending VCPAC meetings on behalf of the school and reporting back for the next couple of months let the PAC know.

PRINCIPAL'S REPORT

1. We had our first Career Expo on Nov 6 - 36 different careers for the students to access and learn more about. I was extremely pleased with the Expo and the student participation. We will continue this next year - also on Take-Our-Kids-to-Work Day (usually the first Wednesday of November).

2. Our Remembrance Day assembly was outstanding. 1300 students, staff and guests were in attendance. The student presentations and performances were amazing.
3. Our Athletic department is planning a Sport Hall of Fame celebration for February. Nominations for outstanding Oak Bay Alumni Athletes have been submitted with the criteria for consideration starting with the nominee having been an athlete at a National level. We will honour 16 athletes in February. Edge Imaging is assisting us with creating the honouree plaques. One plaque is mounted on our wall outside the Athletic office and the other goes to the honouree.
4. We are presently moving through our Grad Credit checks with our Grade 12 and then Grade 11 students. 31 students at grade 11 level declared they would take Career Life Connections (CLC12) through SIDES, and have yet to begin the course. We will continue to strongly suggest a student take the career program we offer at Oak Bay for their grade 11 year and then complete their Capstone in Grade 12.
5. We have our first LOCKDOWN drill on Dec 11th. Oak Bay Police and often other district police groups always help with the lockdown and provide valuable feedback.
6. January is the month where we start planning for the next year. Students in Grades 9-11 need to be aware of the course selection process and as such attendance in advisory is very important in that month.
7. I have informed the Superintendent's office of my intention to retire from the District in July 2020 (after 34 years).

Sports Shorts:

Congratulations to:

- Girl's Field Hockey team, placing 7th in the Provincial Championships
- Sr Boys Soccer - 7th in the Province
- Sr Girl's B team Volleyball - 5th on the Island
- Sr Girls and Boys Volleyball heading to Provincials this week

Basketball season is starting

Upcoming Dates:

- Dec 5 - Band Concert
- Dec 11 - Choir Concert
- Dec 13 - Report card for Term 1 released
- Dec 20 - last day before break. Dismissal at 11:30.
- Jan 20 - PAC meeting

GRADUATION ACTIVITIES - PHIL OHL, VP

- Grad clothing – students receiving today and tomorrow at lunch
- Photo retakes are next week. Students are encouraged to get grad photos even if they're not planning on getting the package, as the photos will go in the yearbook, etc.
- Students are taking a more active role in grad this year, including Grad Leadership Class and additional speaking roles
- Student applications/nominations for speaking roles
- May 22
 - Oak Bay Block Party
 - Grad Dinner/Dance @ Delta Ocean Pointe – students will be transported by bus
- June 3
 - Rehearsal of grad recognition ceremony at UVic (morning)
 - Recognition ceremony

- Student Grad Committee
 - New to the school this year; opportunity for students to be actively involved in planning grad events
 - 40 students attended the first meeting in September
 - Second meeting is tomorrow and will include:
 - An update on the grad ceremony format
 - Feedback on the dinner/dance, including timing, seating, and entertainment
 - Communication via My Oak Bay app
 - 3rd meeting in January (TBA) with Linda Johnstone (hired by the School to organize the theme and decorations)

June 3 Grad Ceremony Format & Speaking Roles

- Just over 300 grads this year
- Ceremony will be organized by Advisory groups
- Evolution from staff speakers to student speakers
 - 2 Valedictorians
 - 2 MCs
 - 10 student presenters (2 x 5 groups)
- Grad gift – grads will fundraise over the year and give something to the school (e.g. a piece of art, a bench, a piece of technology)

Application and Nomination for Speaking Roles

- Grad assembly in the new year (TBA) (information for grads re timelines, forms, etc.)
- Valedictorian information and nomination forms distributed to students; students indicate which role they are applying for. Criteria include:
 - In good standing (academics, attendance and behaviour)
 - Skilled at public speaking
 - Respected by, and representative of, the Grad Class
 - Understanding of significance of the event (not a popularity contest or place for gags)
 - Valedictorians are to be nominated by 10 grads and 2 staff
- Valedictorian rehearsals and consultations (3 weeks)
- Grad assembly (TBA, February)
 - Valedictorian Speak-off (student vote)
 - Grad song selected

May 22 – Block Party and Dinner Dance

Block Party

- The Block Party is a parent event
- Bus tickets (to the dinner dance) can be sold at the school (some staff willing to ride the buses)
- Some staff are willing to attend as guests

Dinner/Dance

- To be held at the Delta Ocean Pointe, 6.30 pm – TBA (reserved seating)
- Decorations by Linda Johnstone (may need helpers)
- Set-up (2 – 6 pm) (as it stands the room set-up conflicts with the Block Party; the hotel will let us know closer to the time if it's possible to set up in the morning)
- Costs not finalized – last year \$80 grad ticket (\$30 guest, dessert but no dinner). Number of guests not confirmed; space is limited. Due TBA (March?)
- Slideshow & entertainment – TBA
- Students are NOT allowed in hotel rooms
- Discussing format of dinner/dance with grads, including timing
- ***Both events are DRY! Violators forfeit their participation**
- ***Completion of Capstone is required in advance of this event**

Capstone

- Dry run for Capstone will be held in January
- April 23 Capstone expo

Grad Recognition Ceremony - UVic Farquhar Auditorium, June 3rd

Costs and Tickets

- Approximately \$65 per student (regalia, certificate, facility rentals, reception, etc.) based on 2018 costs
- Seats (for graduation ceremony) are \$10 each; grads will likely have two seats per family; if more tickets are available they are likely be distributed via lottery (approximately mid-May)
- Important that families buy tickets from UVic as soon as they're released so any extras can be made available
- Will look into livestreaming the event for family members/friends who are not able to attend the ceremony

Schedule

5:00 - 5:30	Students arrive at auditorium (photos, social time with friends and parents)
5:30	Students gather for photo
5:45	Grad Group Photo Parents/Guests take seats
6:00	Students line up in rows outside auditorium Parents/Guests view slideshow
6:20	Processional
6:30	Ceremony begins
8:30	End of Ceremony and Reception

OTHER BUSINESS

- Awards ceremony will be held in the school in June
- Following the meeting, Grade 12 parents discussed organization of the Grad Block Party

NEXT MEETING

Monday, January 20, 2020 7.00 pm School Cafeteria

ADJOURNMENT