



MINUTES

Attendees

Tom Aerts (Principal), Kimberley Rogers (Chair), Deidre Murphy (Co-chair/Secretary), Carla Unger (Treasurer), Kerry Pridmore (VCPAC Rep), Paula Marchese (Member at Large), Kelly McClaren (Member at Large), Chris Lukie (Member at Large), Hazel Currie, Joanne Gemmill, Mercedes Calvert

1. Welcome, Introductions, and Territorial Acknowledgement

2. Administration Report - Tom Aerts, Principal

- **Festivus holiday**
 - Celebrated at school with decorations, etc.
 - Supported 22 families with food hampers, 30 classes participated (largest-ever involvement)
 - \$1500 donated (equivalent to 82 Christmas meals at Our Place)
- **Important dates**
 - Jan 19 – Feb 17 – course selection
 - Jan 29 end of term 2 (Thu Jan 28 last day of regular classes)
 - Jan 29 Literacy and Num assessments for grade 10s
 - Quarter 3 starts Mon Feb 1 (Block E and Block G) (Block E mornings being the cohort block)
 - Wednesday, Feb 17 NO flexible support block this week due to Pro-D on Friday and Family Day on Monday
- **Course selection process**
 - Jan 19 – 22 – Grade-wide zoom assemblies (2.20 – 3 pm)
 - Tuesday Jan 19 – assembly for current grade 9s
 - Thursday Jan 21 – assembly for current grade 10s
 - Friday Jan 22 – assembly for current grade 11s
 - Feb 2 – 5 – admin and counsellors will visit all grade 9, 10 and 11 classes to discuss courses and answer questions
 - Due to COVID-19, the mini-course fair typically planned for this time of year will look different. During Focus Period Block E (11. 15 – 11.35) on Friday, Feb 5, Monday, Feb 8, and Tuesday, Feb 9, students will watch two course fair videos (6 in total), after which they will complete their course selection forms. All course videos will be on the school website for parents and students to review course offerings.
 - Feb 11 – the school will hand out forms. They are due back on Feb 17 and require a parent/guardian signature. Any form received after Feb 17 will be date-time stamped.

- March 8 – the school will send out a course verification form for parents and students to check that all information is correct. If there are any errors or changes, the form is to be returned to the school.
- Course planning information will be available on the school website: [Oak Bay High School Course Planning Information](#)
- Information on the website is organized by grade, and includes information on course requirements and options, as well as course-information videos.
- Questions from parents:
 - How will students who are not in a Block E class submit their course forms?
 - *Most likely in the office, but Tom will confirm.*
 - How will students who don't have classes on Friday afternoons do the grade 11 assembly for course selection?
 - *These students can meet in the theatre for the presentation (there would be fewer than 50 students)*
 - Who should grade 11 students speak to if they are looking for specific advice re university requirements?
 - *Counsellors (they'll be visiting classes) or staff in the career centre.*

Grad Assessments

- Fri Jan 29 – Grade 10s who have taken English 10 or Math in Quarter 1 or Quarter 2 will write the Literacy 10 or Numeracy 10 assessment
- Thu Jan 21 at lunch in the library, Ms Smith will host a first-come, first-served numeracy workshop
- A link to a literacy support video (strategies and tips for the literacy assessment) was included in the Friday newsletter
- Students who have not yet taken math or English will write their assessments in April and/or June

2020-2021 School Timetable

- At this time, the school has received the following advice:
 - Plan on a full return to 100% attendance and full regular days (Phase 1), but in a quarterly system (i.e. 2 classes), while ensuring that the start plan allows for a return to the current (Phase 2) at any point.
- Over the next few weeks the school will look at what the best option is for the second semester – i.e. whether to stay in the quarterly system or switch to the semester system. The school will also get feedback from parents and students.
- Want to have a decision before spring break
- Question from parents:
 - Post-COVID-19, will the school remain linear or change to a semester system?
 - The school is starting conversations with staff on this, and in time would also like to hear from parents and students.

Grad

- The PAC's role in grad in the past has mostly been around the block party celebrations. A parent group was established last year as a sub-committee of the PAC for the first time. This enabled

communication between the PAC and the grad planning committee. There are a lot of opportunities for parents to get involved with grad.

- Grad will be the topic for next month's PAC meeting.

3. Reports

Chair – Kimberley Rogers

- No report
- Shared information concerning the CRHD consultation process taking place over the next few weeks re the Oak Bay Lodge property. There will be two open houses on January 21 and 26; individuals can register online for the open houses. Feedback can also be submitted online at: crd.bc.ca/oakbaylodge until February 4.

Vice-Chair/Secretary – Deidre Murphy

- No report

Treasurer – Carla Unger

- Paula and Carla now have signing authority at the bank, along with a bank card (so can deposit cheques)
- Account balances: Gaming account - \$29,645; Parent Contribution Fund- \$10,368
- Have received three receipts so far; waiting on others
- Original plan was to put out another call for funding requests from teachers/staff, but decided to set aside the funds that haven't been allocated (approximately \$17,000) (not including request for funds for a garage door) to see what comes up in terms of expenses (e.g. garage door, grad).
- The school has received one estimate for the garage door (just under \$10,000), and is waiting on a second estimate.
- Funds for the rugby scoreboard have now been secured (thanks to a donation of \$3000 from the Oak Bay Fire Department)
- Plans to resurface the running track are dependent on the Francophone games coming to Victoria as was originally planned (now planning to come in Spring 2022).

VCPAC Rep – Kerry Pridmore

- VCPAC has created a Listserv for all of the high schools; this means a mechanism is now in place to connect with other high schools

4. Other Business

Parents are welcome to suggest topics and speakers for future PAC meetings by getting in touch with anyone on the PAC executive (email addresses on the PAC webpage): [Oak Bay PAC](#)

Next meeting: February 22, 2021 at 7 pm Online via Zoom

- Topic: Graduation

Adjournment