



MEETING MINUTES

Attendees:

PAC Co-Chairs: Kalina Popova and James Chaney

PAC Treasurer: Wendy Fung Graham

PAC Secretary: Karin Sweeney

PAC Members at Large: Michelle Appleton, Beth Boyd, Hazel Currie, Craig Hickie, Kathryn Robertson

Principal: Shawn Boulding

1. Welcome, Territorial Acknowledgement and Introductions

- Kalina welcomed everyone and gave a territorial acknowledgment

2. Adoption of Agenda

MOTION: *Be it resolved that the Agenda for April 15th be approved* - Approved

3. Adoption of Meeting Minutes

MOTION: *Be it resolved that the Meeting Minutes from February 26th be approved* - Approved

4. Administrative Report (Shawn Boulding, Principal)

- School is busy with staffing process for the next two weeks
- Board of Trustee decision to reduce international students next year and increase priority for local area students; as a result the school population will be down next year
- District budget deficit
- Jared Adams will be the new Vice-Principal next year
- Band festival, provincial assessments, spring athletics are all happening
- Food program has been successful this year; switched to a food card system; 3 year government program with provincial grant
- Grad Block Party will be Friday, May 17th

5. Co-Chair Report

- Recruit positions for next year (Treasurer and Secretary)
- Send notice out to parent community and by word of mouth
- Firefighters Fund: will reach out when have more information

6. Treasurer Report

- Banks changed from TD Bank to Coast Capital due to lengthy process in changing signatories the last few years
- Sponsors for the gaming account and general account: Karin and James; Signatories: Kalina, James, Karin, Wendy
- A \$8500 non-redeemable GIC was purchased using funds from the general donations account, earning 5% interest and maturing on March 30, 2025
- \$800 has been set aside from the gaming account for grad block party expenses
- Gaming grant application has been submitted and we should expect to see funds in September or October
- An application for the PST refund from the 4 prior school years that was submitted in November is now being reviewed by the auditor
- There are still 6 PAC approved projects pending payment; reminders have been sent to teachers to submit the invoices

Motion: *To switch accounts from TD to Coast Capital effective immediately - Agreed*

Motion: *To invest in GIC - Agreed*

8. PAC Constitution Update

- Kathryn has taken the lead to revise the PAC constitution; Nyssa to cross-check
- Draft to be circulated online to school community for comments
- Motion to accept final draft at last PAC meeting

10. Victoria Confederation of Parent Advisory Councils (VCPAC)

- BCCPAC Annual General Meeting May 4 & 5
- https://bccpac.bc.ca/images/AGM/2024_AGM_Booklet.pdf
- OBH PAC proxy is Lori Pope
- PAC to agree on resolutions and then sign proxy form

11. New Business

- Police Liaison officer reinstatement is in discussion

Next PAC meeting: Monday, May 27