



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

VCPAC Rep: Nyssa Temmel

Principal: Shawn Boulding

Diana Gibson, Michelle Hutchinson

Regrets: Kathryn Robertson (Member at Large)

1. Welcome, Territorial Acknowledgement and Introductions

- Kalina welcomed everyone and gave a territorial acknowledgment
- Round table introductions

2. Adoption of Agenda

MOTION: *Be it resolved that the Agenda for May 27th be approved* - Approved

3. Adoption of Meeting Minutes

MOTION: *Be it resolved that the Meeting Minutes from April 15th be approved* - Approved

4. Administrative Report (Shawn Boulding, Principal)

- Goal of “wellness” with sub-focus on inclusion, cultural responsiveness, connectedness, and mental health within the District Strategic Plan and School Plan
- School Code of Conduct has been adjusted to a same size fits all for secondary schools, particularly around cell phone use and the current “off and away” policy
- Grad Block Party and Dinner Dance were both a success; next year conflict with venue date
- Performing Arts Band Concert last week
- Dance and Choir Concerts early June
- Tennis, Ultimate, Rugby Provincials

5. PAC Constitution (Nyssa Temmel)

- Kathryn Robertson and Nyssa Temmel updated the School Constitution based on an initial decision to look at this in 2022/2023
- A draft of the Constitution was sent to the Oak Bay PAC Executive and posted to the school website for consultation

- A summary of changes includes: inclusionary language, robust documentation about decision making, alignment with how the PAC currently functions, clarity where they may be points of conflict, emphasis on working for the benefit of the school community, ease of reading, alignment with language from the BCCPAC, incorporating language from the recent Reynolds constitution, and updating based on current legislation
- Definitions and acronyms listed upfront in the document
- Discussion around the use of High School vs Secondary School

ACTION: Forward tasks of the Treasurer to Nyssa for inclusion - Wendy

MOTION: *Be it resolved to accept the Draft Constitution as presented and ratify the Final Draft in September 2024* - Agreed

6. Co-Chair Report (Kalina Popova and James Chaney)

- Award nomination submitted by a parent for recognition in the school community Successful parent education events this year: naloxone training and gang education
- In the future, PAC can apply to the District to fund parent education events that are also open to feeder schools; Aim to do one big event next year with a proposal to VCPAC
- Teacher Appreciation was another successful event
- Discussion around school goals and vaping/phone policy
- Discussion around CPR training as part of the curriculum
- Funding decisions

ACTION: Provide a thank you on behalf of PAC to the Grad Committee - James (done 1st June)

7. Treasurer Report (Wendy Fung Graham)

- BCPAC Fees are increasing to \$100/school
- Wendy provided overview of financial report

MOTION: *Be it resolved to accept the May 27, 2024 Financial Report as presented* - Approved

10. Victoria Confederation of Parent Advisory Councils (VCPAC) and British Columbia (BCPAC) Election Results

- **BCPAC: Board of Directors for 2024-25 school year (effective June 5, 2024)**

President: Bonnie McBride, SD73 Kamloops-Thompson

1st Vice-President: Laura Ward, SD41 Burnaby

2nd Vice-President: Resha Sabti, SD35 Langley

Treasurer: Cheryl Blondin, SD75 Mission

Secretary: VACANT

Indigenous Director: Victoria Brekkaas, SD59 Peace River South

Director (2 yr term):

- Kendra Mann, SD20 Kootenay-Columbia
- Simon Adams, SD23 Central Okanagan
- Keirsten Tymko, SD79 Cowichan Valley

Director (1 yr term):

- Trish Coft, SD42 Maple Ridge - Pitt Meadows
- Alex Mullaly, SD42 Maple Ridge - Pitt Meadows

- **VCPAC Executive for 2024-25 school year (Effective June 1st 2024)**
 Braden Hutchins: Chairperson - president@vcpac.ca (Quadra Elementary)
 Carlene Nex: Vice-Chairperson - vice-president@vcpac.ca (Lansdowne Middle School)
 Nyssa Temmel: Treasurer - treasurer@vcpac.ca (Lansdowne Middle School and OBH)
 Meredith Palmer: Director at Large - meredithp@vcpac.ca (Arbutus Middle School)
 Erika Palmer: Director at Large - erikap@vcpac.ca (Hillcrest Elementary)
 Glenn May: Director at Large - glennm@vcpac.ca (Victoria Highschool)
- Standing Committees Reps to be posted in September: Climate Change, Strategic Plan, Diversity and Inclusion

11. PAC Elections

- Appreciation and good-bye to graduating PAC members: Wendy Fung Graham and Kathryn Robertson
- Appreciation and hope see you around to PAC member: Hazel Currie
- Positions for 2024/2025:
 - Co-Chairs: Kalina Popova and James Chaney
 - Treasurer: open
 - Secretary: potentially filled
 - Members at Large: Michelle Appleton, Beth Boyd, Diana Gibson, Craig Hickie, Michelle Hutchinson, Karin Sweeney
 - VCPAC Rep: open - sharing the role between available parents in a rotating rostered system was proposed at least as a short term solution. To be discussed Sept.

MOTION: *Be it resolved that Kalina Popova and James Chaney serve as Co-Chairs for the school year 2024/25. The Co-Chairs may be added as signatory to the Oak Bay High PAC bank account and in official documentation - Approved*

MOTION: *Be it resolved that Michelle Appleton, Beth Boyd, Diana Gibson, Craig Hickie, Michelle Hutchinson, Karin Sweeney are elected as Members at Large for the Oak Bay High PAC for the 2024/25 school year. As Officers these people may be added as signatories to the Oak Bay High PAC bank account and in official documentation - Approved*

11. September Follow-Up Notes

- Discuss award nomination protocol, VCPAC communication, and how presentations can made to PAC
- Discuss CPR Training and look into sponsorship from the Oak Bay Recreation Centre
- Request for more detail on Google funding application and set up expectations for maximum grant amount available in letter back, and that infrastructure expenses cannot be part of the gaming grant
- Provide sign-up sheet for parents to volunteer for events during the school year
- Advertise Treasurer position with first PAC announcement to school community
- Discuss advertising the VCPAC Rep role and also sharing it between available parents in a rotating rostered system

Next PAC meeting: September 2024