

## Highland PAC Meeting Minutes May 16, 2022

**In Attendance:** Dean Patterson (Principal), Adam Thompson (Chairperson), Melissa Preston (Vice Chairperson/Secretary), Spring Halasz (Treasurer/DPAC Rep), Tonia Frawley (Trustee), Emma Thompson

**Meeting called to order at 7:03 pm**

**Acknowledgement:** We'd like to acknowledge that we are on the traditional territories of the K'omoks First Nation. We would like to thank them for the privilege of living on their land and the gift of working with their children.

### Welcome & Introductions

**Approval of previous minutes (April 2022)** – Motioned by Emma; seconded by Adam. All in favour. Motion carried.

**Approval of agenda** – Addition of Treasurer Printer & Grad Funds (2020) to Old Business. Addition of Staff Appreciation Event & In Person vs Zoom Meetings to New Business. Motioned by Melissa; seconded by Emma. All in favour. Motion carried.

### Correspondence

- We received two BC Teachers Federation magazines which were available to those in attendance to review.

### REPORTS:

#### Chairperson Report (Adam)

- nil

#### Treasurer Report (Spring)

- As of May 16, 2022 we have \$1958.02 in the General account, \$23,898.62 in the Gaming account and \$2001.21 in the Grad Account (2020)
- Adam and Melissa attended the RBC branch to sign the necessary documentation to allow our PAC to transition to viewing our bank accounts online (treasurer, chairperson, vice chairperson will have access). Spring will advise Adam and Melissa when their account access is available.
- **Adam motioned that the Chairperson and Vice Chairperson shall commit to checking account balances prior to each monthly meeting; Emma seconded. All in favour. Motion carried.**

#### DPAC Report (Spring):

- Spring attended the BCCPAC AGM on April 30. All four resolutions presented by our DPAC were passed.
- Supt. Tom Demeo discussed the recent swatting incidents at Vanier and Isfeld
- DPAC is seeking feedback from Highland in reference to cell phone use policies/practices. Highland does not have a school-wide cellphone policy in place, rather each teacher establishes his/her own classroom rules which are supported by school admin.

- DPAC minutes for meeting held May 2, 2022 can be accessed via the following link:

<https://www.dropbox.com/sh/uthyfuq9fg4bb6j/AACQetRD-7bYknFwZpH3hDjSa?dl=0&preview=MINUTES-+2022-5-2+SD71+DPAC.pdf>

### **Principal's Report (Dean)**

#### **Programming/Staffing:**

1. **Retirements** – Michele Genge, Ian MacLean, Jacques Nijhoff, Leisa Sieber and Diedre Marok will be retiring
2. **Staffing Update** – Administration is currently hiring for 11 teaching positions

#### **Past Events:**

1. **Band Trips** – Grade 8 band students recently travelled to Victoria; the senior band students recently returned from a tour in Alberta
2. **Grade 7 Visits** – Jana Buckle/Stephanie Baker have attended the feeder schools to discuss our incoming grade 8 students
3. **Assessments** – The majority of assessments are now complete

#### **Upcoming Events/News:**

1. **Highland Improv Team** – Our improv team will be competing virtually in a National competition
2. **ICBC Presentation** – John Westhaver, survivor of a serious motor vehicle accident in his youth, will share his experiences in a presentation to grade 11/12 students tomorrow
3. **Sexual Health Presentation** – Kerri Isham will be making a consent-based presentation to grade 11/12 students on Wednesday
4. **Grad Spring Extravaganza** – May 18 the grads will enjoy a BBQ/fun games event
5. **Spring Music Concert** – May 25
6. **Commencement at Filberg** – Commencement will be held May 28; the event will be moved indoors at Highland in the event of unfavourable weather
7. **Grad 7 Orientation Evening** – On June 6 incoming grade 8s and their families will be attending Highland; a scavenger hunt is planned for students
8. **Awards/Bursary Evening** – June 7<sup>th</sup> at Highland gym
9. **Student Schedules** – Students will soon receive their schedules for the 2022/23 school year
10. **PAC Fund Requests** – Dean has canvassed staff for funding requests; he will have the information available for discussion at our June meeting

### **Trustee Report (Tonla)**

- SD board met with Courtenay mayor & council to discuss joining forces to better meet the needs of our school community. One issue of note is potentially designating areas surrounding schoolyards as playground speed zones versus school speed zones. This would provide improved clarity for drivers and increase the days/times in which drivers must reduce their speed (ie. dawn to dusk daily versus 8am to 5pm on school days).
- October 15 is the municipal/trustee election. There will be an information session in June for those considering running for a trustee position.
- Despite a number of financial pressures (Covid, growth in district, etc) our district has drafted a balanced budget which will be presented for approval at the May board meeting.

- Tonia has been invited to conduct a presentation to the financial committee; she will be focussing on these three areas: capital funding requests, the childcare mandate delivery and the employment standards act.
- A food/garden strategy pilot project will be undertaken at six elementary schools in our district.
- Books 4 Brains distributed free books to district students prior to spring break.

#### **Old Business**

- **Treasurer Printer**
  - *Adam motioned for our PAC to purchase a printer for use by the Treasurer utilizing our PAC in-service funds; Emma seconded. All in favour. Motion carried.*
  - Dean will make arrangements to purchase the printer.
- **Grad Funds (2020)**
  - Dean will reach out to grad 2020 students/families to seek assistance in planning the grad event. The grad account currently has a balance of \$2002.21

#### **New Business**

- **Staff Appreciation Event**
  - On June 10 our PAC will provide staff with coffee/donuts/muffins and arrange for Sign Gypsies to put up signage at the front of the school.
  - *Adam motioned for our PAC to allocate up to \$500.00 towards the staff appreciation event; Emma seconded. All in favour. Motion carried.*
- **In Person vs Zoom Meetings**
  - Dean will explore options for providing a successful hybrid model for our meetings next year.

**Next Meeting** – June 20, 2022

**Adjournment** – Meeting adjourned at 8:20 pm