

## RLC PAC Meeting Minutes – January 10, 2024

ATTENDEES		
Jill Byrd	Sonia Kristjanson-Strickland	
Diane Koehn	Kelly Walker	
Jill Kryski	Andrea van Iterson	
Jennafer Moores	Andrea Bardeck	
Anne Morrison	Blake Buemann	

Location: RLC Library, 5990 Todd Rd.

### Call to Order – 6:01pm

#### 1. Welcome, Introductions and Guests

#### 2. Minutes of Previous Meeting (December 12, 2023)

- Motion to adopt minutes as presented: Anne; Second: Kelly

#### 3. Correspondence

- No new correspondence in the PAC mailbox

#### 4. Treasurer's Report (Diane)

- Diane is working on getting an appointment at CIBC to finish the process of updating the signing authorities on the PAC bank accounts.
- PAC will reimburse RLC for the expenses that were paid by RLC on PAC's behalf as soon as signing authority is updated.
- The account balances at December 31, 2023 are as follows:
  - Regular PAC Account: \$40,848.55
  - Gaming Account: \$14,156.82*\*These amounts will change once PAC is able to reimburse RLC*
- Diane has found a number of valuable PAC resources on the BC CPAC website, including their Leadership Manual, and suggests that we consider paying the membership fee to be an active member.

#### 5. Administrator's PAC Meeting Report

- Please refer to Appendix 1 to read the Administrator's Report from Mr. Buemann and Mrs. Leggett

#### 6. DPAC Update

- No December DPAC meeting, no update

#### 7. Committee Reports

- New Fundraising
  - No new fundraising discussed
- Current & Upcoming Fundraising
  - West Coast Seeds (Jill B) will start January 14 and run for 2 weeks

- Raffle (Jill B) will start after the gaming license reporting requirements are fulfilled; the raffle draw will be done at the Spaghetti Dinner in April.
- Hot Lunch Update (Sonia)
  - Sonia is working on menus for the next session of hot lunches and will confirm dates with Mr. Buemann. *Tentative* date for the next hot lunch is January 25. There will be a set of hot lunches from now until spring break, and then another set after spring break.
  - Planning to do chocolate milk on Fridays.
  - Sonia needs some new industrial cooking equipment for the PAC kitchen and has an approved budget of \$500 from the October budget meeting.
  - A front burner on one of the PAC ovens is not working – RLC will submit a work order request to SD73 to see if they can repair it.
- Carnival (Andrea V)
  - Date: May 30, 2024
  - The first carnival planning meeting will be held on February 21 in the RLC library, after the 6:00pm PAC meeting.
  - Discussion of whether PAC would be able to hire a band for entertainment again this year - those present agreed that it would not be in the budget.

## 8. Other

- Constitution and Bylaws
  - Jill B and Diane are working on reviewing these and putting together suggestions for updates. Will email a copy of the existing constitution and bylaws to Jill K.
- Scholarship/Award – Valleyview Secondary School (Andrea V, Anne, Jill K)
  - Andrea, Anne and Jill met on January 5 to review RLC's existing scholarship/bursary form, an updated SD73 award form, and information from Mrs. Gavelin, VVS Counselor.
  - They suggest switching this from a scholarship/bursary to an award, updating the form to mirror the format of SD73's current award forms, and offering one \$1,000 award rather than two smaller amounts.
  - Andrea typed up the proposed new award form which the PAC will review and make any suggestions for additions/deletions by January 19.
  - Jill K will work on creating a form that can be used to rank applicants.
- Staff Luncheon
  - There are approximately 37 staff members at RLC. Andrea V and Erica will cook the meal; Andrea will email Mr. Buemann about possible dates.
- Spaghetti Dinner
  - Planning for a *tentative* date of April 11, 2024.

## 9. Next Meeting

- Motion to hold the next PAC meeting on February 21 at 6:00pm: Jill B;  
Second: Jennafer

**Meeting Adjourned: 6:54pm**

# APPENDIX 1: 2024-01-10 Administrator's PAC Meeting Report

## School Goals

- *Numeracy - All students will meet or exceed numeracy expectations for each level*
- *Students will feel a sense of belonging and a positive connection with the adults in the building..*

Happy New Year!

We are currently working with one of our parents who has offered to airbrush a panther onto the wall above the stairs leading down to the gym. We will then install a light to illuminate it. We met with a large group of students today so that they could choose between three options. They were very excited!

Basketball games begin soon. We are excited to share that we are able to offer 7 teams this year thanks to staff and parent volunteers. We would like to extend a big thank you to all the following coaches for giving up their time for the students:

Tier 1 Boys Comp - Andrew and Brianne Queen (parents)

Tier 1 Boys Rec Dagg (team 1) - Kelsey Dagg (teacher)

Tier 1 Boys Rec Roy (team 2) - Head coach Kevin Roy, Assistant Coach Courtney Sampson (parents)

Tier 1 Girls Rec Koroll (team 1) - Danielle Koroll (parent)

Tier 1 Girls Rec Huffman (team 2) - Head coach Tricia Huffman (teacher), Assistant Coach Alexis Richer

Tier 3 Co-Ed Pehowich (team 1) - Jon Pehowich (parent)

Tier 3 Co-Ed McMaster (team 2) - Head Coaches Mike & Chantelle McMaster (parents), Assistant Coach Nikki Hunter (parent)

We would also like to thank Mrs. Dagg for coordinating the evaluations and the paperwork and for all of the extra time they give to our athletic teams.

This is still hush hush... sort of... our leadership team is organizing a March Madness Food Drive for the Foodbank again but this year, there is a twist. We are challenging Dallas Elementary to a friendly competition to see which school can collect the most food by weight. The winning school gets to deliver some swag for the other school to wear for a day.

Thank you to our lunchtime supervisors, parents and grandparents of students at RLC, for the fantastic work they do in providing student support during the lunch break. No matter the weather, they show up and brave the elements, reinforce appropriate behaviour, and comfort students when they are hurt or unwell.

We would encourage you to continue to check the website, read our weekly posts or contact us should you have questions about the school.

We look forward to working with the PAC to support the students of RLC.