

Esquimalt High School

October PAC meeting

October 13, 2020

Time: 6:45

Location: Zoom Meeting

Attendees: Tina Pierik (principal), Kimberley Hamilton (co-president), Kim Currie (co-president), Barb von Sacken (Secretary); Vicki Roberts (Vice-Principal), Sarah Garr (Vice-Principal), Tess Brown (Treasurer), Christine Sullivan (VCPAC/BCCPAC)

Meeting brought to order by Kimberley

1. **Acknowledgment of Indigenous Territories** – Kimberley
2. **Welcome and Introductions** – Kimberley
 - Attendees introduced themselves.
3. **Review and approval of Agenda** – Kimberley
 - The meeting had Quorum
 - Kim motioned to approve agenda, seconded by Kimberley, motion passed.
4. **Approval of May 12, 2020 Meeting minutes**
 - Kim motioned to approve minutes May 12, 2020 and accept June 15, 2020 notes, seconded by Kimberley, motion passed.
5. **Administration Report** – Tina Pierik, Vicki Roberts, and Sarah Garr
 - a. Benefactor who has annually donated \$10,000 has again donated \$10,000 this year for technology. Esq has received another \$10,000 in federal funding also for technology.
 - b. Learning Cohort Transition, A to C – Thursday, October 15th, 2020
 - First day of flip is on Friday Oct 16th.
 - Teachers have some flexibility regarding groupings of students.
 - Wednesday afternoon block has multiple purposes:
 - Opportunity for teachers to collaborate with other teachers,
 - Students to have extra time in classroom if wanted/needed.
 - Teacher time to check in on home learning groups.
 - Opportunity for test retakes and catch all block.
 - Once a month staff collaboration time.
 - Note Wednesday block will become morning block week of Oct 19th.
 - Confirmed that parents can contact teachers and ask to provide extra help/answer questions for their child on Wednesday block.
 - c. Violence Threat Risk Assessment (VTRA) – Notice to Parents
 - Refers to information that has gone out in Docker and on ESQ website.
 - ESQ needs to legally provide this information to parents.
 - d. Confidentiality may be waived under VTRA

- e. Remembrance Day Service
 - Video in C Block on November 10
- f. Parent & Guardian/Teacher Conferences
 - Ability to book appointments will open this Thursday, Oct 15 at 7 pm online for parent teacher interviews.
 - Option of Zoom or by phone from 4 – 6 pm
 - Interviews will start on Wednesday Oct 21
 - Interim reports go home this Thursday October 15th.
 - If no times work, then parents and teachers can work to arrange for another time that does work.
 - Correction of 2 quarter parent teacher interviews. Correct date is January 6, it was mistyped in the Docker.
- g. Update on travel refunds for COVID cancelled student trips 2019-2020
 - Regarding music refund to Disneyland, ESQ staff are working to keep reminding and stay top of mind with insurance company.
 - Europe has been refunded.
 - Rugby has been refunded.
- h. Graduation Numeracy & Literacy Assessments - Sarah
 - Numeracy and literacy assessments have been scheduled for this year.
 - Grade 10's will need to write both literacy and numeracy this year.
 - Grade 11's and 12's can write in either January and April for Numeracy, with rewrite opportunities in June.
 - Assessments will be written in classrooms with 15 students/classroom, using standard safety and cleaning protocols.

6. Executive Reports

President – Kim Currie

- a. Proposal for process to update the PAC Constitution and Bylaws
 - Big undertaking as currently one document and needs to be separated into 2.
 - Suggested instead of reworking the entire document, use the time limits in current constitution and work on it section by section with a review period after each section drafted. eg. Work on section in November and vote on it December.
 - Set into PAC agenda what section will be working on, discussing and voting on.
 - Through this process build constitution and bylaws in pieces.

Discussion:

- Christine supported rework, but saw possible issues with doing it piece by piece as may need to refer to other pieces that haven't been updated.
- Tess asked how many sections Constitution and Bylaws and could we complete in the next many 7 months.
- Kimberley recommended presenting changes as whole and then vote on as whole at the June AGM.

- Christine suggesting creating committees to work on, other members noted there is likely not enough parent interest for committees, as those willing to work on were likely represented by those attending the current PAC meeting.
- Kimberley suggested working on one section between now and November 10th PAC meeting. Followed by recommending that PAC agenda noting portion of Constitution/bylaws to be discussed put out to school community via the Docker ahead of the PAC meeting.
- Kim noted first activity is to separate Constitution and Bylaws.

Action Items: Kim and Kimberley to determine what November PAC Constitution and Bylaws topic will be. Create agenda and communicate to school population prior (e.g. Last 2 dockers before Nov 10th) via the Docker.

b. Review of outstanding discussion from 2019/ 2020 School Year

- Outstanding Items from 2019/2020 noted are;
 - Changes to challenge program – families to PAC can provide feedback
 - Awards night changes.

ACTION item - Barb to go through 2019/2020 minutes and list outstanding issues and put on November agenda.

ACTION item – Barb/Morley- Get current PAC executive, 2019/2020 PAC minutes and current PAC minutes on the Docker. Tina noted that Mr. Orme has been very helpful with school website so PAC can contact him. gorme@sd61.bc.ca

ACTION item – Barb/Morley Create a link to PAC agenda in the Docker in hope that parents who were interested in Changes to Challenge program and Awards ceremony last year attend this year's PAC meetings when these will again be discussed.

c. Setting date and members for Budget subcommittee

- Kimberley called it a fundraising subcommittee because she suspects that there will be very limited funds e.g. Much reduced gaming grants.
- As a PAC we need to determine what will strategy be for reduced PAC funds?
 - i. scale back \$ to each program, limit programs where fund goes, engage in fundraising

ACTION item – Kimberley will invite everyone on PAC list to be part of budget subcommittee and put in Docker prior to the Nov. 3 suggested meeting date. Would like to set up a google meeting for those interested in being part of subcommittee. Interested people should send email to ESQ PAC at esquimaltpac@gmail.com.

- Christine noted that members of the student community could be invited to budget subcommittee to find out what the needs are from student perspective.
- Tina noted a big ask is always for coaches and sports events and this demand will be much reduced this year.
- Suggested date for budget subcommittee meeting is Nov 3.

Treasurer - Tess

- Gaming grants not approved yet, deferred until end of October.
- Proceeding with 3 PAC annual awards for this year. Chasity is providing list.
- Clarified teacher apply to PAC on behalf of the club they run/ represent for funds.

VCPAC and BCCPAC – Kim

- Promoted subscribing to VCPAC SNIPS newsletter.
- VCPAC administration was contacted to gain access to a Zoom license. We now have Zoom for all except January 2021 meeting so may need Tina to set up that Zoom meeting.
- BCCPAC membership due. Part of budget conversation
- Next VCPAC meeting Tuesday Oct 27th

ACTION item - Christine and Kim - Get confirmation that PAC's will be reimbursed for BCCPAC membership. Will owe ESQ PAC for past 2 years.

- Confirmed that ESQ PAC received \$250 grant last year but was unused. Could apply again this year and pool with last year's funds.

No Indigenous School Liaison rep report

No ESQ alumni rep report

7. Other business or questions – PAC google account, who has access? Barb, Kim, Kimberley, and Tess. PAC recommends maintaining access with only these 4.

Next meeting Tuesday November 10 at 6:45

ACTION item – Kimberley and Kim will ensure there is agenda and sign in information for Zoom in the November 6 (and maybe Oct 30?) Docker

Kimberley moved to adjourn, seconded by Kim, motion carried.