

# ESQUIMALT HIGH SCHOOL PAC

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Location: All Nations Room

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Date: February 10th, 2025

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Time: 6:45 pm

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## MINUTES

Welcome; Territorial acknowledgement

Kirsten called the meeting to order at 6:50. Principal Sarah Garr welcomed everyone and gave a territorial acknowledgement.

Introductions

Sue Fox (Member at Large), Trisha Van Ek, Dylan Reeves, Sarah Garr (Principal), Meaghan Shute (VCPAC Rep), Yoni Bremner, Jessica Truswell (Treasurer), Mark Weston, Kirsten Andersen (Secretary).

Regrets: Cheryl Eisler, Krista Moffett (President).

Vote to accept meeting agenda – moved, seconded, approved

Vote to accept January 2025 meeting minutes – moved, seconded, approved

School Administrator's Report – Sarah Garr shared recent and upcoming events at school including:

- Many upcoming surveys and opportunities for students and parents/guardians to engage
- The school calendar will be finalized in May
- Report cards will be available online via Parent Connect this week; printed by request only
- Course selection for 2025-2026 coming along with assemblies for students and information nights for parents/guardians

BCCPAC Update – Meaghan Shute reported on the last VCPAC meeting. Most topical was recent events with the School Board and the Ministry of Education and Child Care, related to safety plans.

#### Update on January Action Items

- Access to PAC Gmail, etc. – considerations around shared document management and volunteer succession planning deferred to next meeting. Considerations include adding a third signer; switching banking institutions, shared passwords.
- 4% School Cash Online fees – thank you to Cheryl Eisler for drafting a letter to Superintendent Whitten on behalf of PAC, “Concerns Regarding End-User Transaction Fees Impacting Club and Team Fundraising Efforts”. Only the PAC executive has had access to the draft, and with both Cheryl and Krista absent, discussion and action was deferred to next meeting.

ACTION: Krista share the draft letter with all parents in attendance at PAC for review

ACTION: PAC members discuss at the April PAC meeting

- BCeID accounts (action arising since January meeting) – BCeID accounts required for transactions with gaming grants; thanks to Jessica Truswell for applying on behalf of PAC

#### Term II Funding Requests

The PAC members present reviewed Term II requests from teachers and discussed the allocation of the remaining funds.

- About \$5000 is still available; funds can be carried over but unless a specific savings goal is planned, it is good practice to invest the funds on the students attending the school this year
- Consideration for next year – only hold back 25% for Term II or do all in one funding round
- ACTION: Sue to touch base with Katie Fast and Johnathan Schneider about requests and options
- ACTION: Jessica to touch base with Chasity Bradshaw, Accounts Clerk, to review funding needs in school and revisit partially funded Term I requests
- ACTION: Jessica to send last round of funding request considerations by email by February 21

#### April Calendar Items

- Next meeting will be April 14 (no meeting in March)
- April business includes planning for May 12 AGM
- Notice must go out to families minimum 14 days in advance

Adjournment - Kirsten adjourned the meeting at 8:05 pm.