

ESQUIMALT HIGH SCHOOL PAC

Location: All Nations Room

Date: September 15th, 2025

Time: 6:45 pm

MINUTES

Welcome; Territorial acknowledgement

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

Introductions

Trisha Van Ek, Dylan Reeves, Sarah Garr (Principal), Yoni Bremner, Jessica Truswell (Treasurer), Mark Weston (VCPAC Co-representative), Kirsten Andersen (Secretary), Stephanie Hazlitt (VCPAC Co-representative), Kisten Odermatt, Lara Angst, Abril Torres
Regrets: Sue Fox, Kirsten Andersen (Secretary)

Vote to accept meeting agenda – moved, seconded, approved

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

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

- Introductory slideshow (being shown to all students) outlining:
 - School supports
 - Goals
 - Values
 - Keeping valuables safe
 - Plagiarism and AI use
 - Raft/Focus Block
 - Grad requirements, literacy/numeracy assessments
- Received Safety Plan – defines roles and responsibilities and changes. Plan can be found online at sd61.bc.ca/our-district/about-us/safety-plan
- Township of Esquimalt applying for Provincial grant to be used for new turf field for the school (approx. \$4M)
- Construction has begun on the new child care facility on school grounds

BCCPAC Update – Mark and Stephanie agreed to be co-representatives with Mark taking the lead on meeting attendance and Stephanie filling in as needed. No update this month

Update on Action Items

- Succession Planning – Dylan met with Krista over the summer to pass over information as well as access to email and drives
- Access to PAC Gmail, etc. – Dylan has access to the email account and has been monitoring it. Need to get Treasurer and Secretary access as well.
- Signers for PAC bank accounts – Jessica has started the paperwork to add Yoni and Kirsten as signers to the account. Requires Sue's signature on forms, then will make appointment at the bank. Dylan requested to be added as well.
Motion to add Dylan Reeves as signer on the Coast Capital accounts – moved, seconded, approved
- Community Gaming Grant application – Jessica submitted the application in June but has not received a reply yet. Should hear back by the end of September.
- Feedback from teachers on funding cycles; once or twice per year? Consensus is that once per year at the start is preferred and easier, but nice to have a small amount of funds available later in the year for new clubs and teachers. Will look at a different ratio this year (75/25, 80/20, 90/10) – to be decided at next meeting once we have the total grant amount. **Jessica will email Sue** to update funding request form to be reviewed at October meeting

New Items

- Non-Gaming bank account is getting low. Trisha to look into PAC run Krispy Kreme donut fundraiser, Lara to look into spirit wear fundraiser to increase funds in this account
- Email received asking if there was a PAC newsletter – no, only the Docker
- Request for Treasurer Update – Jessica did not have her phone to access the account tracking information. **Add to agenda for October.**

September/October Calendar Items

- Grad Surf Trip
- Parent/Teacher Meetings

Adjournment - Dylan adjourned the meeting at 7:40pm.