

**Frances Kelsey Secondary School
Parent Advisory Council Regular Meeting (in person) November 21 2023,**

Minutes

- **Meet & Mingle**

7:00-7:15pm (prior to Principal's arrival) - A space for parents / carers to meet the PAC executive for information, advice or to add items to the agenda.

Called to Order: 7:15pm

- **Acknowledgment**

As the Frances Kelsey PAC we acknowledge that for thousands of years the Malahat Peoples have walked gently on the unceded territories where we now work, live, learn and play.

- **Introductions/Attendance** – Lizzie Johnson, Joleen Duncan, Doug Dame, Joseph Legault, Jennifer Thom, Rachael Allen, Wendy Huegue, Marisa Lousier

- **Adoption of Agenda** Jennifer adopted Seconded by Doug

- **Approval of October 17 2023 Minutes** - Jennifer adopted Seconded by Joseph

- **President's Report & Introduction**

- Request from a parent to hold our meetings via Zoom – Nicole will look into setting up the Zoom portion of the meetings for us.

Concerns of Graffiti, staff have graffiti wipes, and if it is brought to their attention they will use the wipes right away. If the wipes don't work then further steps will be taken. Staff does exterior loops in the morning to check around the building, and check washrooms every morning. Operations will prioritize graffiti as well as other items, for the items that are prioritized they will tend to with a phone call not have to wait for a work order.

Breakfast Program – PAC used to help fund the breakfast program, but Nourish Cowichan is now providing this program. Students can access these items at room 158, and in the office both the morning, and lunch time. There

is no discrimination, anyone can access this. Staff/advisors and EA's are aware of students who are in need, but perhaps not all that are in need. There are also hamper pick-ups for those students/families in need. Advisors read the morning news breaker (announcements) and it this program is advertised in that source.

Bathroom incidents were a concern last year and have been a concern at the beginning of this year - students not wanting to use the bathrooms out of fear, vandalism happening and vaping happening. Staff do random walk throughs. Currently 2 downstairs bathrooms in the morning are being used as a girls hangout, and staff are walking through and shooing them out. Some vaping happening in the bathrooms. If student is caught vaping, they are sent home. Dance room has been opened up for make up in the mornings, this has helped with the congregating in the girls bathroom. The vandalism has improved in the boys bathrooms as of late.

Kelsey Alumni Bus – How many children does this benefit overall? Going back to September 2019 , used 88 times, it was used for 48 co-ed events, 35 girls events and 14 boys events.

Keeping in mind we experienced two years of Covid. The upcoming years the usage will likely be greater

Lizzie Motioned to give the FKSS Alumni Association \$2500.00 from the 2022/2023 school year budget with confirmation of our bank balance, for their maintenance. Jennifer Seconded. Motion carried.

We will have to finalize our budget for 2023/2024 School year and decide if continuing to provide \$5000.00 per school year for the maintenance of the FKSS Alumni Bus can be part of our budget.

● **Principal's / Vice Principal's Reports and Funding Requests**

School Dance December 7th. Tickets in advance, not being sold at the door. Band Concert maybe beginning in December, waiting on confirmation from the band teacher. Poetry/Arts night December 8th. Volleyball and Cross Country wrapping up. Basketball starting up. Perhaps needing a parent education piece around how teachers assess the students. How important it is for students to be in attendance. Reviewing with parents the proficiency scale, and the graduation program, that begins in Grade 10. Discussions have

been had about bringing some parents of grads in to chat with parents of our graduating class about graduation and scholarships etc.

Anti-Vaping campaign. Student led, with support from admin/staff. Posters, Guest speakers, videos. Nicole is meeting with the student group and they are contacting VIHA about having some guest speakers come in.

Department Heads meeting – What are some meaningful way to bring parents in to be part of the school community. Some ideas – Breakfast Program, Pizza Day, help with set up for assemblies, field trip helpers.

Request for funding from the Field Hockey Coach for Field hockey turf rental fee - \$450.00 requested from team.

Suggested PAC could attend Student Parliament, they meet at Wednesday at Lunch and have student parliament attend PAC meetings.

PAC could also connect with the Interac Club (Service Club) They meet on Thursdays at 11:50pm

- **Secretary's Correspondence** - Brochure from Gary Ananka – Brain Coach, Supporting the Teenage Brain Webinar for Parents. Letter from Frances Kelsey School with regards to their scholarships and bursary program. Lizzie will get in contact with Norma Wheeler with regards to us no longer being able to be part of the bursary program. Our gaming funds cannot be used for bursaries any longer.

- **Treasurer's Report**

Doug shared a document he created taking the key points from the gaming usage document. What the gaming funds can and cannot be spent on. Doug being our newly appointed treasurer is getting set up on the PAC Bank accounts and learning his role and how to best present the financial statements at our meetings. Doug will confirm what our balances are in our accounts, when our previous gaming deposits were made and we will then know how long we have to spend the funds allocated. Once we have the balances and funds available we can proceed with forming our budget for our 2023/2024 school year for approval at our next meeting in December. Doug will send out this information to the PAC executive once he has received the information.

- **DPAC Report** - Joseph sent out the draft minutes to the executive. Pro-D coming up on Friday November 24th on Anxiety/Mental Health

- **Old Business**

School indoor / outdoor spaces - ongoing updates Jennifer Thom reported that Nicole Boucher, and Erin Egeland have been working on two vignettes for the school. One will be about Dr. Frances Kelsey, and one about our Malahat nation. Photos and text. A timeline will be created after they hear back from chief and counsel of the Malahat nation.

- **New Business** - PAC will do treats for kids on the 22nd December at the end of the day. Handing out candy canes or other treats with Music etc 2:45pm If anyone can come and help Lizzie during this time that would be great.

- **Next meeting date - December 19 2023 7:00pm**

- **Adjournment - 8:36pm**