

**Frances Kelsey Secondary School**  
**Parent Advisory Council Regular Meeting (in person and via zoom)**  
**December 17, 2024 7.00pm (1 hour)**

***Minutes***

● **Meet & Mingle**

*7.00 - 7.15pm (prior to Principal's arrival) - A space for parents / guardians to meet the PAC executive for information, advice or to add items to the agenda.*

● **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:** Kimberly, Toni Handy, Jennifer Thom, Phil Leeman, Kevin Van der Linden, Karl, Joleen Duncan

- **Adoption of Agenda:** Approved by Jennifer Thom, Seconded by Toni Handy.

- **Approval of November 19<sup>th</sup> Minutes** – Approved by Toni Handy, Seconded by: Phil Leeman

- **President's Report & Introduction** – Toni will be connecting with Lizzie our past president to find out about her previous leadership roles as the PAC president.

- **Principal's / Vice Principal's Reports and Funding Requests:** November 21 a

Community Event happened to recognize the art vignettes. November 28<sup>th</sup> a framework for Enhanced Student Learning was presented to the school board trustees, by the administration team and some students from FKSS. Kate Steele was selected to be the Rotary Student of the Month; this student shows great leadership in the school. A student promoted to have Naloxone training to students. This training was offered to some leadership students and staff.

120 students attended the winter dance last week. There was also a band concert which included the choir and band last week.

All schools have to have a code of conduct, and the PAC has to approve the schools code of conduct.

Funding Request to the Bamfield Marine Centre – This will be a 3day trip. The total cost of the Trip will be \$18,200. The teachers are requesting \$2000 from the PAC to offset the cost of bussing for this trip. It would include 22 students, grade 10-12. Jennifer makes a motion to suspend the request until our January meeting. Toni Handy Seconded. All in Favour

- **Secretary's Correspondence** – Presented a letter from Cindy Fletcher with regards to her classes being on Tuesdays but she can still take on the role of the social media person, if we are still able to include her.
- **Treasurer's Report** – We are still moving over to our new treasurer; we are working on removing our previous bank signatory's and getting the new people on as signatory's at the bank. Phil asked, how would we like to store our funding requests, invoices, receipts etc. Do we want paper copies or digital? We will accept either paper copy and digital invoices and receipts.
- **DPAC Report - No report**
- **Old Business** - Jennifer Thom - community event and newspaper feature. The Event on November 21 was well attended. There will be a Newspaper feature coming out in the Citizen Newspaper.
- **New Business** – End of Term Treats. Is there anyone who is able to volunteer their time to hand out end of year treats on the last day of school at dismissal time. In the past December has been Candy Canes. A table would be set up in the foyer of the school with a couple of bowls/baskets of mini candy canes. 1-2 volunteers would be great It will be a quick turnaround to source out mini candy canes, and this will happen only 3 days after this meeting. Toni will take this on and get the candy canes and be here to hand them out on Friday.

Joleen made a motion to spend up to \$200 for end of term treats for December 20<sup>th</sup>. Jennifer Seconded. All in Favour. Motion Passed

Concerns from the floor regarding the cafeteria, and concerns that there is not enough food left for everyone in the end, and we have had complaints from students about the line up being too long to get food in a good amount of time. Concerns about the congestion coming in and out of the school. Would like to see the school more aesthetically pleasing.

- **Next meeting date – January 21, 2025**

- **Adjournment 8:15pm**