



COWICHAN SECONDARY PAC MINUTES

March 8, 2017

The meeting called to order by Sara Lowe at 7:06 PM

IN ATTENDANCE

Sara Lowe, Dawn Butler, Sandi Urquhart, Charlie Coleman, Nichole Boucher, Katrina Grounds, Julieta Harris

APPROVAL OF AGENDA

- Agenda approved. Katrina Grounds, 2nd Dawn Butler.

APPROVAL OF MINUTES

- CSS PAC Minutes from approved. Katrina Grounds, 2nd Dawn Butler.

REPORTS:

CHAIR REPORT - Sara Lowe

- Review of the Highlighter, March 7, 2017. School Board newsletter is available on the SD 79 website.
- Naloxone training for staff is ongoing.
- The Board is in continued consultation regarding the Homeless shelter.

TREASURER'S REPORT – Sara Lowe

- Caroline sends her apologies.
- Gaming Account: \$32,008.38
- General Account: \$11,754.93
- The previous month's cheques have cleared.

PRINCIPAL'S REPORT – Charlie Coleman

- Course selection and requests are due before Spring Break. They are very hopeful that the new staffing will come in before the timetable is built.
- Basketball teams have finished a successful season. Rugby and girls soccer have started.
- Concert Band had a performance and attended the Music Festival.
- CSS hosted two parent information evenings. One was for bursary and scholarship information. The second was a parent information night with a tour of the school.
- iPads kits are in and being used. Thank you Coast Capital!

QUAMICHAN CAMPUS PRINCIPAL'S REPORT – Nicole Boucher

- The 3rd Quam Dance was successful.
- Jeff Hutzler took a group to Skills Canada. The students placed 1st, 2nd and 3rd.
- Winter Activity Day will happen to the end of the month.
- The grade 8 report cards follow the elementary model and will be sent out tomorrow.
- Students will be sent to Young Authors Conference and the Chess Tournament after Spring Break.
- The "Love Bomb" will be shown at Quamichan. It is an anti-drug presentation.
- Jennifer Cates will present 'How to reach all the children' at Quam.
- Sheryl Koers has approved funding for a replacement oven to the breakfast program.

- Carnival was today, March 8 and tomorrow March 9. It went very well.

DPAC REPORT – Sara Lowe

- The “Over 18” documentary did not appear on the minutes.
- “The Digital Hallway” has been sponsored for \$200.00. The date is still pending.
- DPAC had a great presentation from Jason Sanquist of how board finances work.

SPECIAL COMMITTEE REPORTS:

DRY GRAD COMMITTEE REPORT

- Dry Grad is on June 29th.
- Dry Grad needs to fill in a form to have the St. John's Ambulance attend Dry Grad.

CSS PIR News/Action

- No Report.

CSS DUAL CAMPUS REVIEW

- No Report.

CANADIAN PARENTS FOR FRENCH (CPF) REPORT – Julieta Harris

- There is funding for Carnival through CPF.
- Parent interest in the CPF is low. It is difficult to do a membership drive with so few volunteers. There are 4 meetings per year and then parents must do some volunteer hours.

BREAKFAST PROGRAM REPORT - Sara Lowe

- New stoves on its way.
- Nicole will check with Ms. Q. to see if there is any need for volunteers.

STUDENT REPRESENTATIVE REPORT

- No DSAC student report or rep is available.

AWARDS & RECOGNITION

- The PAC will sponsor a PAC Bursary this year. Sara will co-ordinate.
- May 11th is the PAC staff appreciation cookie assembly. Dawn will get some St John's first aid kits. Sara will ask Coffee on the Moon to provide coupons. There are 150 staff members.

Motion to accept all reports. Dawn Butler, 2nd Katrina Grounds.

OLD BUSINESS:

1) Exploration of new banking institution. Coast Community Chequing Account. CSS-PAC will need to need to have two current members to sponsor a non-profit account. This is a free account for non-profit accounts. Katrina Grounds has a current account and has volunteered to sponsor CSS-PAC. Dawn will find out if the account has charged for paper statements. Dawn will find out how long it will take to switch the account and receive the new cheques. Sara will inform Caroline.

Motion: To change our accounts from Island Saving to Coast Capital, Duncan Branch, with Katrina Grounds as the member sponsor.

Dawn Butler. 2nd Julieta Harris.

Motion from 2016-10-12: Appoint Sara Lowe, Dawn Butler and Sandi Urquhart as signing authority for the CSS PAC bank accounts. Caroline Kirman will have the authority to access the CSS PAC bank accounts.

Katrina Grounds. 2nd Dana Cowan.

NEW BUSINESS:

- 1) The annual Federal funding - The CSS has decided to increase the number of iPads. With future funding, CSS will be working towards monitors and technology for airdrop.
- 2). There was a report of blood splatter/ needles at the back of Quamichan. There was a picture posted of blood and needle on social media. Quam administration and office staff have a triple check procedure to ensure the morning routine is followed. The waste is usually in alcoves and covered areas.

CORRESPONDENCE:

- No report.

FUNDING REQUESTS:

- No requests.

ACTIONS - Follow up/TBD

- 1) **Nicole** will check with Ms. Q. to see if there is any need for volunteers for the Breakfast Programme..
- 2) Staff Appreciation - **Dawn** will get some St John's first aid kits. **Sara** will ask Coffee on the Moon to provide coupons.
- 3) Coast Capital - **Dawn** will find out if the account has charged for paper statements. **Dawn** will find out how long it will take to switch the account and receive the new cheques. **Sara** will inform Caroline.

Meeting adjourned 8:13pm.

Next meeting: April 12, 2017 at the CSS library.