



ÉCOLE ROYAL BAY SECONDARY SCHOOL

PAC MINUTES
October 1, 2025 6:30pm

1. Welcome / Call to Order / Territorial acknowledgement
2. Approval of Agenda - need to add bake sale to Other. Done. Melissa makes a motion to approve the agenda, Leanne seconds it.
3. Approval of Minutes from September 2025. Melissa makes a motion to approve minutes, Kristen seconds.
4. Reports:
 - President / Chair
 - working with the dry grad committee to make sure that we are prepared for our 2026 dry grad. Our first meeting will be on the 14th of October, and we are looking for people to help us deny off or to take leads. So if anybody around the table wants to participate, let us know, email, or just talk to me. Kristen suggested we pull in alumni to help. Sahye not sure it would work, but welcome to explore the idea. Some discussion about an alumni list, but there is nothing like this. Tara suggested having outgoing grads share their email address at end of the school year if they would like to be contacted to help at events in future years, as alumni. Could be done through the Careers class. Perhaps discuss with administration.
 - Sub committee meeting next Tuesday October 7 regarding Bursary fundraising. We'll discuss Burger and Beverage night or other options. Feel free to join us.
 - Vice President
 - nothing to report, though a question about connecting with and working with leadership for bake sale and other things. Sahye unsure she'd want them involved since it's for them, Tara thought they might enjoy some ownership of it since it's for them - ie decorations to draw people in. Melissa suggested grad leadership committee might great to connect with because it's for them directly. Kristen will connect with Mr Cook and Mr Burgess to see about getting students involved.
 - Treasurer
 - In our gaming account, nothing has changed. Balance is \$6164.70. We were notified that we are receiving \$34,320. for our gaming grant this year. So we will have \$40,484 and some change to spend this year, and we are already getting lots of requests coming through. Won't get the money until later this month, though the government strike action may cause delays. We have a great relationship with the school though, and if we need the school to write a check that we then reimburse, that should be okay (was long as it's been through the budget process though, which executive will need to do before next pac meeting).
 - in our checking we have \$1121.21 and of that \$534.1 is our bursary fund and then \$587.10 is what we have available in our general account.
 - Sahye has just signed our gaming summary reports, so that's complete I will scan and send that in, so we will be compliant with the rules that we have to follow. I also have paperwork here to change all of our signing authorities, then we just need to connect with the bank to make that happen
 - Rob (VP), please remind teachers that if they are thinking of putting a club together this year and they need some pac funds for that, the deadline is October 17th,
 - Executive needs to find a date to create budget.
 - Secretary
 - nothing to report

- SPEAC

- last meeting was September 17th.
- There's a new territorial acknowledgement - we will use this in our meetings
- The new elementary school opened - SCIANEW STELITKE, and the new John Horgan campus on Goldstream is now open as well. They're hoping for more schools, obviously. They also said something really interesting that the new schools will not look as pretty. Like that these are like the last pretty schools that will probably be built because they're expensive to build and maintain with all their glass and stuff. So future new schools will probably look a bit more like the older schools? They would basically say, like, oh, you want an elementary school, pick ABC, you want a middle school, you know, E, whatever. And there would only be a couple options for new builds.
- Strategic plan and a parent forum meeting on October 22nd and they'll share specific goals from the operational plan.
- Canadian parents for French, if you'd like to join, there was link in the notes to join and don't forget to register with SPEAC.
- SPEAC has registered with BCCPC, but are still recommending school based PACs not to renew their memberships at this time.
- next meeting is October 15th
- Melissa will wait until signing authorities have changed before writing the check for SPEAC dues, and we will budget for paying the BCCPAC dues, but will hold off paying them for now. Last year parents wanted us to pay so that students would be eligible for their bursary. We'll discuss later in the year.

- Principal / Administration

- Introductions, Rob McAllister is parent of gr 11 student, has taught at Royal Bay in the past, been at Spencer etc.
- photo retakes Oct 14
- Grad Breakfast Oct 17
- Online booking for counsellors is going great, much easier, link is on website and can be used by parents as well.
- Hard to fill positions have been filled - electronics and TASK
- Orange shirt day - leadership students handed out pins, role models in different classes last week and throughout the day, visual installation on garden fence, in-class activities and discussions. Didn't do one big event.
- Holocaust Survivors play was scheduled for Sept 29, but rescheduled to Oct 8. This will be a multigrade event, first come first serve sign up through Mr Burgess.
- France exchange students Oct 9-29. Approx 25 students will be coming here, they will have their own timetables and will be pulled out of some classes to do sightseeing stuff.
- Japan school visitors Oct 22-23
- Gr 9 RCMP assemblies Oct 21/22. Officer Webb will be here. Meant to be a 'welcome to young adult life' kind of thing, positive, not punitive. Understand your own rights and needs.
- Grad photos will be Jan 21- February 1, Retakes or Makeup session Feb 12/13. Both take place in a trailer at far end of parking lot. Sign up is open now, QR code being shared with the grads. You need a credit card to reserve spot and \$60 down payment that will be applied to any photos you buy. (this was the case last year)
- Winter Formal, unanimous decision to move location to Olympic View. Will be slightly more expensive, but it was going to be more expensive anyway with rising costs. Will be Thursday Dec 11. Rob didn't know how many tickets would be available, but believes it is more than attended last year (feedback last year was that there weren't enough tickets available). Rob said it doesn't need to be a super dressy affair, can be casual, don't want cost to be a barrier for any student interested in going. Sahye offered PAC help if it's appropriate- if any way we can help to reduce the cost, we are here for the students. Maybe we could pay for the DJ or something (Melissa said we cannot use gaming funds for hardship cases, but could use funds for specific things like DJ or Photo Booth or something - Leanne said she has a friend who is a DJ and maybe they could help).
- No changes to prom

-Melissa noticed the school still has \$169 in the account left over from the UN debate team last year, which we are not currently running. Melissa asked Rob to get Jeanette to be in touch with her and they will sort out what to do with the funds.

- New Business:

-Discussion about what gr 12 students supposed to do during their career spare. Where are they supposed to go to get the work done? Not allowed to be in hallways, sometimes there's not enough space in the library for them to be allowed. It is a space issue for sure. There are other students using the learning commons (library) for other reasons, perhaps the priority seating should go to the career students. Or perhaps there could be students allowed to work in halls, with a special hall pass for them. Rob will take feedback to Melissa and they will figure it out.

- Other

-Zeffy account update: Melissa created a Zeffy account and it looks great! Tested it with a \$1 donation from her daughter. There were some hoops to jump through to get it going, but it seems really good now. We had to put up a resolution that authorized Melissa to set the account up. You just have to tap a card to the screen of your phone if you have the app. It won't take cards that have no CDD code on the back. So Coast Capital cards don't have that. But if the Coast Capital card is loaded into apple pay, it can take that. There is a spot for a tip for Zeffy and for our organization that Melissa doesn't think we can turn off, but we can work around by filling that part in as 0 before handing to student to tap. Things need to be in \$1 increments, not available to do .50 in the price.

-Nevada, teacher and parent, asked whether it would be possible to use this to collect ferry costs for students all going to Les Mis in March, would save everyone money. Melissa will look into this. We need to be cautious, as what if all the other groups come to us asking to use this? Could be a slippery slope, but should be okay. Melissa will explore and report back.

-Question asked about a school card you can load up to buy lunches? Apparently you get a deal if buying for the whole school year? Rob is not sure of the answers here, but will look into it and get back to us. Might not want to load for whole year - what if it's lost? Students are saying there's a discount for loading cards vs paying for each meal. Yes there are some students that receive a card due to financial hardship, so more students having a card could reduce stigma.

-No date yet for 10,000 Tonight event

-Bake Sale - Oct 17, parents donating baked goods, commercially made or homemade. Fall theme. Sahye will take care of all the details like bringing gloves and sanitizer, etc. Tables have been ordered. Advertising is key. Sahye will put up posters around school (Rob approved this) and ad on tvs around school, announcement at class break the day of. Really hitting hard that we can now take cards for pmt - that was an issue last year. We have maybe 6 dozen so far, but likely lots of parents who will just drop off without emailing first. Whole pies were a hit last year. Can we stop wrapping everything in plastic wrap? Such a waste. Yes, you can just cut your squares or whatever and seal the top of the whole thing with plastic so they won't get stale, and then hand them out the next day with gloved hands or tongs. If Sahye is unable to be there the day of the Bake Sale, Tara will be the lead.

-Sahye asked does the school have a Sisco account? Rob didn't know the answer to that, it would be with the chef. Sahye has an email into Chef, just be patient. He's very busy but will get back to you. Sisco often donates to events, ie could provide a batch of cookie dough that we would just need to bake up. Or napkins and cutlery, that sort of thing. We have to be careful who we ask for donations, as Dry Grad also taps local business for donations for that event and we don't want to ask too much.

- Meeting adjourned at 7:54 pm

In attendance: Tara C; Nevada K; Melissa D; Natalie C; Robert M; Leanne R; Lisa C; Allison Hyatt; Sarife R; Kristen M

Next meeting will be held November 5, 2025 @ 6:30pm in Learning Commons