



ÉCOLE ROYAL BAY SECONDARY SCHOOL

PAC MINUTES

November 5, 2025 6:30pm

1. Welcome / Call to Order / Territorial Acknowledgement 6:33pm
2. Approval of Agenda (amendment to date on the minutes - should read October)

Motion to approve agenda by Sahye, Melissa seconds

3. Approval of Minutes from October 2025

Motion to approve October meeting minutes by Sahye, Melissa seconds

4. Reports:

President / Chair

- Pancake breakfast is coming up December 19th and sometimes the school asks for help. So I will keep you posted.
- I drafted a letter from the PAC to the Legion, requesting \$1,500 for the Music Department. I drafted it because they had received the money already, but the request was supposed to come from us and not from Glenn.
- Draft revised policy and regulations of C314 and also the policy F499 unexpected health emergencies has been received for our perusal. (document was passed around table for us to look at, full document available upon request)
- Everything has been completed as far as transfer of bank signing authorities

Vice President

- Connected with leadership team and they're going to be doing pizza sales every Friday. They did not have a drop in sales due to our bake sale and so they are happy to have us continue, wanted date of next sale - Jan 23 2026, followed by March 6th and May 29th, if we choose to go ahead with them all.

Treasurer

- Checking account balance: \$1,553.56. That includes the funds we made from the bake sale. Gaming balance: \$40,484.70.
- Executive got together and came up with potential budget. We like to keep a buffer of about \$2000 for incidentals. Staff requests amounted to more than our available funds and so we discussed how to portion out the money. We're really happy with the groups we've been able to help. (Approved budget and requests

available upon request). Budget spending amounts to \$38,484.50, which would leave us with \$2,000.20 as our buffer.

Melissa makes a motion to approve the Budget, Sahye seconds it, no one opposes.

General Budget - This is where we pay our bursaries from and where we bring in the fundraising for our bursaries. We're carrying in \$1,120. That's how we started the account. We plan to spend maybe two bursaries, three if possible. This number would potentially change. We have to pay our speac dues from this account, so that's \$50 straight up, plus PAC miscellaneous and office gifts. That gives about \$1500 for everything else.

Motion to approve General Budget - Melissa, Sahye seconds, no opposition

Secretary

SPEAC

-Last meeting was October 15th. Next meeting's not till November 19th

-Approval for the new North Langford Secondary, which I think is up near Costco. Hoping for a 2030 or 2031 opening.

-Victoria Regional transit open house, but that was in October, so that's passed. looking for engagement and feedback on BC transit in the Langford and Sooke regions.

-Parent guardian forum on the strategic Plan on October 22nd. It was rescheduled to be on November 17th now.

-looking into a modified timetable for secondary schools in a five block day to balance out the enrolment, so not everybody's coming at the same time, all day, every day. It's in planning stage only, so that they have a plan should implementation become necessary, not that it's actually going to happen at this point.

-don't forget to register with speac, and gaming Grant application should have been in by end of September and a confirmation sent out.

Principal / Administration

-no admin present at meeting

5. Bursary Fundraising

-Bake sale report: raised \$432.60 at October Bake Sale. There was a volleyball tournament that helped here - not that incoming players were buying, but it meant a lot of students were given permission to watch the games, and stopped by the bake sale on their way. We kept sale going until almost end of day to accommodate, sold out of just about everything! Zeffy was huge - LOTS of kids used card to pay. Lunch time is not long enough (even shorter on a Friday due to schedule), so we are just going to try to be ready to sell as soon as possible on the bake sale days, get more time that way. Next bake sale: Jan 23 2026

-Bursary fundraising idea - Burger and Beer with Music Bingo at the Legion. Tara has reached out to the Legion, gave a date of February/March. They will get back to her.

6. Other

-Discussion regarding gr 12 students not being allowed in the library on their "spare", and being asked to leave the building. We don't like this, want these students to have a place they can work in the school, even if that is just getting a hall pass to sit in the halls and work on their career stuff. Also some discussion about difference between the 2 career classes and changes from last year, ie mentor teacher participation and capstone project.

-10,000 Tonight will be held here on Wednesday December 3 - same night as our next PAC meeting. Sahye will reach out about changing the date to Dec 2 - a number of PAC members also come out and support their kids doing this event, so they would be unable to come to PAC meeting. Also parking would be crazy.

7. Adjourn: Melissa makes motion to end meeting at 7:46 pm, Tara seconds

Next meeting will be held **December 2, 2025 @ 6:30pm in Learning Commons (if approved).

In attendance: Tara C; Leanne R; Natalie C; Nevada K; Sahye C; Melissa D; Allison H; Teresa J; Online Kristen M; Alison J