

BS PAC Executive Meeting Minutes - Sept. 28, 2022

Attendees:

Ellen Tian, Chair
Linda Lee, Co-Chair
Echo Wu, Treasurer
Vacant, Secretary
Amelia Lai, Member at Large
Nelly Law, Member at Large
Ana Bereira, Member at Large
Victoria Lee, Principal

6:00 pm call to order

Agenda:

1. Welcome and self-introduction

Housekeeping

- Washroom, fire exit

Group norms

- Our meetings will begin and end on time.
- We will listen to each other and not interrupt.
- We will make sure everyone has had a chance to speak.
- We will support our facilitator's efforts to moderate discussions.
- We will avoid ethnic or gender-based humor.
- We will speak respectfully to each other.
- We will bring before the whole group any concerns regarding our group cohesion.
- We will keep our discussions about sensitive topics confidential and allow official communication with parents and school administration to be the main information channel.

PAC communication protocol

- The Chair is the single point of contact with school administration (cc'ing co-chair on all email communication with school); Co-chair steps in if Chair is away
 - Jindy Sihota, Head Secretary, is responsible for posting updates to website and send emails to listserv on the behalf of the PAC Executive
 - Boba Miletic, Bookkeeper is main contact for anything pertaining to finances

2. Vacant position for Secretary

- Ana Bereira volunteered to assume the role of Secretary of PAC for 22/23 year.

3. **Format of PAC Executive Meetings and General Meetings:**

- Consensus reached to do in person meetings for future Executive and General Meetings with the exception of the Finance General Meeting taking place on Jan. 12, 2023.
- Parents who cannot attend in person will have the option of emailing their question/concern to the PAC Chair so it can be addressed at the meeting.

4. **Dates and topics for General Meetings for the year:**

- Wednesday, October 19, 7pm in Multi-purpose room
 - Welcome and introductions
 - Who's who at South (Principal Victoria Lee, VP James Morton, VP Dina Lewis, Safe Schools Specialist Noam Samet, Head Counsellor Jacquie Fenn)
 - Student Government short presentation
 - Principal's presentation: Priorities for the year, big goals, standards based assessment, whether to do in person parent-teacher conferences this year
 - WE Council short presentation (to confirm)
 - Other Student Club presentations (to confirm)?
 - PAC Financial Report
 - Liaison Reports
 - DPAC—call for volunteer representative
 - Questions or concerns from parents in attendance
 - Old business, new business, announcing next meeting
- Thursday, December 8, 7pm in Multi-purpose room
 - Social meeting, catered
- Thursday, January 12, 7pm in Multi-purpose room
 - Zoom meeting to evaluate/approve funding requests.
- Wednesday, March 8, 7pm in Multi-purpose room
 - TBA (Mr. Kwan for grad transitions, scholarships?)
- Thursday, May 4, 7pm, location TBD
 - AGM, elections, regular budget
 - May have to take place in library, not Multi-Purpose Room, due to AP exams)

4. **PAC Executive Meeting Dates**

- Thursday, November 24, 7pm in Conference Room
- Thursday, December 15, 7pm in Conference Room
 - Finance Committee meeting
- Wednesday, February 22, 6pm in Conference Room
- Thursday, April 27, 7pm in Conference Room

5. **Increasing awareness about PAC among Burnaby South parents**
 - PAC Chair can communicate with parents through emails distributed to listserv by Jindy Sihota, head secretary.
 - Make a graphically appealing e-flyer with blurb about what PAC does and how parents can participate. To be written by Co-Chair Linda Lee.
 - Send an invitation to General Meeting a week before meeting to take place.

6. **Transferring Accounts to New PAC Executives**
 - Ellen, Echo and Linda will go to bank with former PAC Executives to transfer Accounts

7. **PAC sponsored/organized events**
 - Proposal by Ellen to organize a speaker event for Burnaby South parents to address the topic of adolescent mental health, particularly with respect to screen use/gaming/social media. Consensus reached to explore this further.
 - Victoria may be able to link us to resources/people/organizations
 - Another proposed topic proposed by Ellen to organize a speaker event around is addressing mental health issues caused by increased social isolation during the pandemic. Consensus reached to explore this further.
 - A PAC-organized teacher appreciation lunch at the end of the school year proposed by Ellen. Consensus reached to explore this further.
 - Dry Grad Parents Committee planning to happen after Winter Break
 - When parents send their concerns about their children to PAC Executive Members, PAC Executive and Principal Victoria Lee agree to direct parents to appropriate staff members (i.e., Principal or School Counsellor). PAC Chair and Co-Chair can discuss these on a case-to-case basis to discern how to address or redirect these concerns.

Next PAC General Meeting: October 19, 7:00 pm

Meeting adjourned at approx. 7:30 pm