



# Britannia Secondary Parents Advisory Committee

## Meeting Minutes

**December 4, 2024**  
**Room 212**

**Present:**

School Representative: Sonia Blair (Principal), Kaitlee Simonson (Grade 12 Counsellor)  
Executive Members: Johnna Wright (chair), Biljana (treasurer)  
Non Executive Members: Caitlin Rennison, Andrea Bamberg, Marion Sum, Dina Tsilogianis, Tania Zulkoskey, Valorie Pudsey, Moeko Sanada, Eva Sam

**Meeting Started:**  
6:00 p.m.

**Agenda:**

MOVED to approve agenda: Biljana, Tania. MOTION CARRIED.

**Minutes of November Meeting:**

MOVED to approve minutes: Biljana, Eva.

**Correction:** under Attendees, spelling is Teena Aujla, not Tina. **Johnna will correct this.**  
MOTION CARRIED.

**Graduation Events:**

- Kaitlee submitted a proposal to support the "Breakfast with Santa" event (added to New Business)
- There is a grad student committee, but we need parents involved if there is going to be a prom
- SB: last minute planning is more expensive and problematic. Helpful if planners have theatre connections: support with lx, dj, décor
- Biljana and Eva: have a binder full of planning info from last year
- Biljana: the planning committee will need to apply for grants ASAP
- Tania: the PAC cannot plan Prom, we need a separate committee
- **JW: get kids on the Grad Committee to visit classrooms; use the PAC table at PT conferences to reach out to people**
- JW: Grad Committee kids should rope their parents into the Prom Committee
- Katie: it helps if parents of other grades also get involved, even if it's just on the night itself
- **Sonia: will set up a grade 12 meeting and include discussion about prom + other grad activities**
- Biljana: she and Eva could onboard a parent Prom committee in January
- Last year the students paid \$60 to attend; cost of prom was ~\$20K
- There are about 100 kids in Grade 12, last year about 85 attended.
- Biljana: the cruise was the easiest option
- Sonia: not easiest for the school!
- Sonia: there are plug-and-play companies, you pay more, but they take care of everything
- Eva: according to a survey, in the end 70% of last year's grad students preferred to have a "Land Prom" at Heritage Hall instead of a "Cruise Prom"
- Kaitlee: Heritage House was a good venue last time
- **Marion: will be on the committee but can't lead it**

Teena joined 6:25 p.m.

- Andrea: it would be helpful for parents to know what they would be signing up for
- **JW: I'll have a signup sheet at the PT night**
- January PAC meeting is the deadline to sign up

**Principal's Report:**

- the Remembrance day assembly went very well, Indigenous veterans were also honored
- community-building events: two staff vs. students games
- the Roughriders pep band came and played at the school
- IB Info Night did not have big attendance, how can we pump that up?
  - Eva: do we go out to other schools? (Sonia thinks yes)
- Indigenous Fashion Week: "Girls Who Leap" program
- The Cave, the school store, has opened. They went with a different card processing system.
- Seattle Marathon was this weekend, some students participated as well as Katie!
- Core Competencies – looks like no one on the PAC received an email about it, **Sonia will check to see if the messages are being sent.** Some kids are not taking it seriously,
- "Safe Teens" program for grades 8 & 9 about harassment, safety, sexual health
- Winter Concert Dec 17
- Winter Break Dec 23-Jan 5

**Chair's Report:**

- PAC table for PT night.
  - It will have coffee and treats by donation.
  - Caitlin: **can bring coffee from JJ Bean and TimBits**
- Agenda for meetings.
  - What is the process, who makes up the agenda
  - Biljana: secretary should do it (Anita or Teena)
  - Doesn't necessarily need to be Mailchimp
  - Send to the Executive a week in advance, then to the membership with any changes.

**Treasurer's Report:**

- Money is the same as last time
- The PAC has two accounts: Gaming (government) and a regular chequing account, which has \$1,400.00 we received from the district, this should be spent on community building.
- Teachers' lunch doesn't qualify, the funds have been borrowed from that account and should be replaced by fundraised revenue
- We have to plan a community-building event
- Sonia: thought about doing PAC donations?
  - Valorie: do we have regular or past donors?
  - Caitlin: are donations tax deductible?
  - Biljana: yes, if they go through the school
  - Valorie: reach out to people in the area?
  - Biljana: need a fundraising committee!
  - Valorie: can't do it personally, but happy to advise
  - Tania: some private schools have sister relationships with public schools
  - **Fundraising Committee to be struck in January**
  - Valorie: where do we direct people?
  - Sonia: to the PAC email (& Johnna will remember to check it)
- DPAC and BCPAC:
  - Biljana proposes we don't pay membership fee for BCPAC right now (\$75) because they are undergoing some executive change

MOVED to not pay the BCPAC membership at present: Biljana, Johnna. MOTION PASSED.

- We need a volunteer to attend DPAC meetings
- **Caitlin volunteers to attend DPAC and will be interested at the meetings!**
- **Biljana will send Caitlin the info**

**Teacher Representative Report:**

No report this month.

**DPAC Report:**

No report this month.

**Teacher Appreciation Committee Report:**

- Tania: it's a fantastic committee
- Caitlin: is loving the group chat
- Massive great baskets have already come in, the committee is meeting at Tania's on Friday to assemble the rest of the baskets. Caitlin will bring the beer sleigh.
- Anita has arranged for desserts.
- Eva will bring all the lasagne in the world and all the salads.
- Tania will get some gluten free pasta.
- Meet in the kitchen – Room 217 – on the day. As early as possible.
- Tania arranged the music because Johnna dropped the ball.

**New Business:**

- Breakfast with Santa (a grad event)
  - Usually 30-40 kids show up
  - It's a community building event

MOVED to approve the request for \$400: Biljana, Caitlin. MOTION PASSED.

- Teachers' requests
  - JW: is there a form?
  - Biljana: there was one, now they just get an email saying what info we want.
  - JW asks for the email to be forwarded so she can propose a change at the next meeting
  - Biljana: will bring it to next meeting
  - JW: will look for it in the BritPAC email folders
- Teena: is there a way to receive electronic donations?
  - Caitlin: "tap to donate \$2"?
  - Biljana: will look into it in case she can have it in place for the PT Conferences table.
- Sonia: the Vice Principals will attend the January meeting.

**MEETING ADJOURNMENT: 7:30 p.m.**