



# BritPAC

Britannia Parents Advisory Committee

## Meeting Minutes

February 4 2025, Room 221  
Call to Order: 6:00 p.m.

### **Present:**

Johnna W (chair), Anita H (recording), Sonia B (Principal), Hanna S (Teacher Rep), Kola A, Teena A, Eva S, Tania Z, Marion S, Biljana V

### **1. Approve Agenda**

*Motion to approve: Anita*

*Second: Biljana*

### **2. Approve January meeting minutes**

*Motion to approve: Tania*

*Second: Biljana*

### **3. Chair's Report - Johnna**

- a. Suggestion to include an invitation to join the PAC in the next Grade 8 welcome package
- b. At the end of meeting last month, PAC received a letter (through Sonia) indicating that PAC had received \$2,500 donation from Legion
  - Sonia: Paula received the cheque and it should have been deposited into PAC account

### **Motions & Actions:**

*Biljana to follow up with Paula on where the \$2,500 was deposited.*

### **4. Treasurer's Report - Biljana**

- a. Gaming Account Balance: \$23,655.73
- b. Regular Account Balance: \$1,102.70
- c. Submitted 2024 spending report to government for gaming, itemized
- d. PAC accounts need to have BCeID accounts
- e. Next year (2025-2026) funding application process will open April 1, 2025
  - Funding is \$25 per student enrolled
- f. \$800 was paid for school store Point of Sale software, but it was never used
- g. During next PAC meeting in March, we will vote for Gaming asks from teachers



## **Motions & Actions:**

***Biljana** to circulate summarized view of teacher Gaming asks before next meeting for PAC members to review*

### **5. Prom Committee Report – Marion, Sonia**

- a. Initial meeting completed, 5 parents attended
- b. Considered Heritage Hall, Pan Pacific, Stanley Park Pavilion
  - Decided on Stanley Park Pavilion (half the price of Heritage Hall at ~\$11,000 for 90 people, all-inclusive of facility, food, etc.)
  - Need help from parents with decorations, transportation (bus) for those who need a ride
- c. Event is planned for Thursday June 13
  - Access at 3pm, event to start at 6pm, expected close at 10pm
- d. Charging \$60 per student, funds to cover those who cannot afford it
- e. Prom committee (not PAC) will need to make any additional decisions/requests
- f. Eva: Suggest Prom Committee to ask parent / community for donated prizes that are raffled off at the party
- g. Sonia will be hiring security separately

## **Motions & Actions:**

***Sonia** to pay \$1,000 deposit and sign contract with venue*

***Sonia** to engage Katie (sponsor teacher for grad) once contract signed to coordinate outstanding tasks*

### **6. Teacher Funding Requests**

- a. Johnna: Desire to streamline / standardize application process to make it easier to evaluate (e.g. standard information, max word count). Want teachers to express what else is being done to raise the funds (e.g. by students who benefit)
- b. Current request template (email sent by Hannah): Brief explanation, total amount requested, \$ request to PAC, other funding sources, # students impacted, grades impacted, if asking for PAC to fund 100% of cost then teacher needs to explain why
- c. Marion: What about Google Forms?



## **Motions & Actions:**

*Hannah* to add limitation on the explanation to 200 words

*Johnna* to investigate whether MS Forms is feasible on teacher laptops

## **7. Strike Committees**

Brainstorm initiatives to potentially fundraise for that cannot be supported by Gaming Fund (which is limited to extra-curricular activities):

- a. Sonia: \$60k technology (computer lab) and mobile cart (library)
- b. Biljana: Another school solicited asks from all teachers and prioritized funding requests, funded by Gaming / Non-Gaming budgets at the same time
- c. Eva: Microwave(s) for cafeteria

## **Motions & Actions:**

*Sonia* to ask Department Heads to get ideas on what they might need

*Sonia / Hannah* to solicit Non-Gaming requests using the same format as Gaming requests

## **8. Principal's Report - Sonia**

What's Happening at Brit:

- a. Band went to Camp Kawkawa
- b. Bruins Invitational basketball tournament, Sr Girls won, Sr Boys had close scoring games
- c. Gr 7 Parents Night, 50 people attended
- d. UBC Sauder School of Business hosted session for Indigenous learners
- e. IB Exhibition
- f. Gr 8 Boys Basketball
- g. Street Front Harlem Globetrotters & Running Group
- h. Gr 11/12 Course Fair, showcase different courses that are available, Gr 8/9 on Thurs Feb 6
- i. Cybersafe from Exploitation session to happen on Mon Feb 10
- j. School dance Feb 13
- k. Sonia: Invited students to follow BritBruins Instagram (student council)
  - Tania: Encourage more students to use I/G to promote the school in a positive way

## **9. New Business - none**

- a. Semester Turnaround 2026 Plan - Teena
  - John Oliver students are required to sign up for external speakers during the school day if they are not doing remedial activities



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- Climbing, Bank, Mindfulness, Urban Design, Other External Vendors
  - Sonia: The event is actually during last 2 instructional days of semester
  - Not sure who organizes or pays for the event (a lot of effort has been put into it – like a conference)
  - Allows teachers to focus more time on end of semester activities
  - Could be incorporated in Career Life Exploration (CLE)
  - Sonia: Need to get teachers' thoughts on losing 2 days of teaching time
  - Eva: Pro-D Day workshops at Tupper, First Aid, Food Safe
  - Teachers Maddie / Cynthia / Katie shared it broadly with students
- b. Eva: Used computers donated by Britannia community to be offered to students who need them at home
- Johnna / Anita: We need to hire professionals (funded by PAC) to sanitize any technology that is donated by the community to students to minimize risk to students / PAC