



BritPAC

Britannia Parents Advisory Committee

Meeting Minutes

January 8 2025, Room 212

Call to Order: 6:00 p.m.

Present:

Johnna W (chair), Anita H (recording), Sonia B (Principal), Kelly E (Vice Principal – Brains), Dale A (Vice Principal – Looks), Diane S, Tania Z, Hannah S (Teacher Rep), Marion S, Rita Y

1. Approve Agenda

Motion to approve: Anita; Second: Tania

2. Approve December meeting minutes

Minutes will be corrected online with respect to prom and cruise.

Motion to approve: Anita; Second: Marion

3. Principal's Report

- a. **Kelly, VP Intro:** from V.Island, worked at elementary & secondary schools, loves Brit community
- b. **Dale, VP Intro:** 2nd year Brit, ex-VP at Hamber, ex-teacher at JO, loves to getting to know the students
- c. **Gr 7 Intro Night:** Need to educate parents on school safety rumours, will have Gr 9 panel to answer questions, Brit is top school for scholarship \$
- d. **Teacher Appreciation Lunch:** Greatly loved by all – magic happened!
- e. **What's Happening:** gingerbread competition, breakfast w/Santa, cheese tasting, treats for pets, winter concert, "Hooray for the Holidays" events
- f. Focus on bringing kids together to help them with decision making
- g. Coming up:
 - School Dance
 - Jan 13: Collab Day (early dismissal)
 - Jan 15: Pro D was moved to May
 - Jan 16: Gr 7 Parents Night, 6pm
 - Jan 16-18: Bruins Invitational, B-Ball
 - Jan 14-17: Literacy 12 Assessments
 - Week of Jan 20: Numeracy 10 Assessments
 - Jan 24: Last Day of Semester One
 - Jan 27-28: Semester Turnaround Days



- Jan 29: First Day of Semester Two
- Jan 30: Semester One Reports Cards
- h. Semester turnaround days: credit recovery for kids who are borderline passing, students do not need to be in school otherwise, special ed programs in session

4. Chair's Report – Johnna

- a. PAC table at PT Conference Day
 - a successful event, PAC made \$100 from selling coffee and donuts
 - consider better signage & call to action (e.g. sign-up sheet for prom c'tee)
- b. Minutes & Agenda procedure
 - Mail Chimp has 71 subscribers, 4% opened Dec minutes email
 - New PAC attendees should be added to distribution list
 - Map of school needed to locate PAC meeting room because it is hard to find. Other options: 221 – Homework Club until 6pm, Staff Room upstairs
 - Minutes to be circulated after meeting to attendees for review, then uploaded to website
 - Currently Mail Chimp is used to distribute minutes to those who have opted into the list (71 people). Their engagement (click actions) are tracked
 - How can we circulate the minutes more broadly, to the entire community?
 - Explore sending a link to the minutes on the web site instead, this would reach the entire parent community. Only Sonia can do that.

Motions & Actions:

Agreed that next PAC meeting will be held in Room 221 (Homework Club ends at 6pm). Meeting time will be changed to 6:15pm.

Secretary (Anita/Teena) to initiate agenda circulation to PAC exec prior to each month's meeting

Johnna to distribute agenda prior to each meeting

Secretary (Anita, Teena) to type up minutes and send draft to meeting attendees for any revisions

Johnna to upload final minutes to website

Sonia / Janet to include a link to the minutes in her all-school messages

Continue using Mail Chimp for direct mail of meeting minutes to the 71 people?

5. Treasurer's Report – Johnna on behalf of Biljana

- a. Gaming account – \$23.6k, unchanged
- b. Regular account (DPAC gift) – \$1100, after \$436 was used for the teacher lunch
- c. Total amount we have to give away for teacher requests is \$6500
- d. Teacher requests are due Wed Feb 19 for internal review by PAC exec



- e. Teacher requests will be evaluated in March PAC meeting
- f. Last year there was a PAC scholarship – need Biljana to comment on some confusion around this

6. Prom Committee Discussion

- a. Prom does not happen unless a Gr 12 parent volunteers to chair this committee
- b. Eva S and Biljana have offered to advise the new chair once they volunteer
- c. Sonia has confirmed that Heritage Hall is available, but all coordination needs to be done separately (time consuming)
- d. Sonia is inquiring about Pan Pacific, offers full service for higher price
- e. Stanley Park is another option
- f. Regalia (cap & gown) is expensive to rent/buy (\$60), consider having PAC buy-back and rent them out in future years for lower price
- g. Need to apply for a BSS grant, which was used to offset prom costs last year
- h. Click grant is \$5000, which may also be considered

Motions & Actions:

Sonia will send message to Gr 12 parents with options & request for volunteer to chair the c'tee

Agreed to hold Jan 21 7pm virtual meeting for Gr 12 parents

Johnna will inform Eva and Biljana, ask them to setup Zoom and co-host the meeting with Sonia

7. Teacher Appreciation Committee Report – Tania

- a. 10 volunteers, all received certificates for awesomeness
- b. People solicited raffle prizes, purchased food, sourced decorations, etc.
- c. Spent just under \$500
- d. Teachers loved it

8. Strike committees for 2nd half of year – Johnna

- a. Fundraising committee – deferred to next month as potential chairs are not in attendance, more effective to identify causes, and then hope that someone passionate about it will step up to chair (e.g. white boards cost \$6000 each)
- b. Outreach committee – also suggested but no further discussion on this

9. New Business – none

Motion to close: Johnna; Second: Tania