

**RAMPAC Meeting Minutes  
Mt. Doug School Library  
Wed. Feb. 18, 2009, 7:00 pm**

**In attendance:** Joy Carroll (chair), Lorraine Pawlivsky-Love (vice-chair – late arrival), Don Tolson (secretary), Loretta Dugaro (fundraising), Grace Yang (web coordinator), Bev Perry (Emergency Preparedness); Kate Dickson (treasurer), Ylva Ellerbeck (staff appreciation), Daryl Cowden (parent), Dr. John Fawcett (principal)

Regrets:

(Band parents meeting on at the same time, so missing some members)

1. **Call to Order** – Meeting called to order at 7:08pm by Joy Carroll (Chair), followed by welcome to the first meeting of the new PAC for 2009/2010.
2. **Agenda and Minutes**
  - Agenda was approved as presented with a couple of additions re: stipends, Morioka students and posting of RAMPAC minutes.
  - Minutes of the Jan. 21<sup>st</sup> meeting of RAMPAC were reviewed. Under #5, Activities – should read “8 students of Morioka School”; #11 New Business – should be ‘April van Laar’;
  - Moved by Daryl Cowden, Seconded by Bev Perry:  
**THAT THE MINUTES OF THE JAN. 21<sup>st</sup> MEETING OF RAMPAC BE APPROVED AS REVISED.** – Carried.
3. **Leadership Report**
  - No members of Leadership Group were available to provide a report
  - Daryl reported that there may be a dance event in conflict with the May RAMPAC meeting – the students are considering having the Dance/Talent Show that night. It’s not finally confirmed, but just for FYI.
4. **Admin/School Report**
  - The Seismic Celebration was held on Monday, February 16<sup>th</sup> in the Library. It was a photo-opportunity for the Ministry and Joy was there to represent the PAC. It marked the formal closure to the seismic project at the school and a huge granite plaque was presented which will be installed inside the school. Overall, the staff is very pleased with the results of the work and feel much better with our safer school. It was suggested that PAC should draft a letter to the Minister of Education, thanking her for making our school safer – plus a copy to Tom Ferris, Chair of the Board of Education.  
**Don to draft a letter for review/signature by Joy.**
  - Community Fine Arts Committee has been very active – they will be making a presentation to the Alumni Association next week re: getting funding for a Community Theatre built here. We have initial concept drawings, but need to get an architect involved to get some better cost estimates before we can get more intense fundraising underway.
  - Well into the 2<sup>nd</sup> semester – only two classes are over 30.
  - Projection for next year is continued enrolment increase. John has already talked to the Assoc. Superintendent re: either capping the school enrollment, or needing another classroom – either via portable or conversion of existing single-use classrooms. Waiting for direction from the School District.
  - John reminded PAC that there are PAC Supplies in the Conference Room for the Staff Appreciation Luncheon (cups, decorations, plates, etc.) Ylva Ellerbeck mentioned she was interested in being involved.

## 5. Treasurer's Report

- (see attachment re: budget vs. actuals)
- Have about \$17,000 left to spend
- Have just sent off a cheque for \$3,400 for the electronic sign. (Looks great!)
- Bingo now sends us funding in a bulk now, rather than on a monthly basis, which explains the \$7K which showed up in the Gaming account.
- We have to have receipts for all Gaming Account expenditures. So stipends, this time, have to be taken out of the Regular Account. There was general discussion around the need for more documentation on stipend requests. April (school treasurer) can issue receipts for expenditures from staff/team trips, etc. but we need more information about the activities, who is getting the \$\$ and the dates on which the activity/expenditures occur. John will ask April to send an email to the various groups funded by PAC asking for better documentation.
- Darrell will forward the electronic copy of the *Request for Funds* form (revised) which we provide to the staff for PAC funding to Joy.

## 6. Executive Positions Available

- *Bingo Coordinator* is still available, but there is some concern (hope?) that this will not be required in the future – need to get this confirmed

## 7. BCCPAC Resolution (Lorraine)

- Board meeting is being requested to resolve some recent events @ BCCPAC re: comments by the President which have become public
- Form received from BCCPAC requesting support for an extraordinary board meeting.
- Moved by Lorraine Pawlivsky, Seconded by Kate Dickson:  
**THAT RAMPAC SUPPORTS THE CALLING OF AN EXTRAORDINARY MEETING OF BCCPAC.** – Carried.

## 8. Communication – Email/Phone List

- Joy distributed list of PAC members produced by Lorraine, for approval by people as to whether they are willing to be contacted via this list via email.
- Joy mentioned that the contact email on the website – on the Parent page under Executive is the wrong one. Should be [mtdougpac@gmail.com](mailto:mtdougpac@gmail.com)
- Joy was wondering if everyone in the PAC should have access to the email account. Generally felt that we should leave only one or two people with access, but that they should redistribute as necessary. Joy and Don will access the email account.
- Mailbox in the office – Joy will check the mailbox on a regular basis, but will leave items for Kate in the box and let her know. Otherwise, she will bring the material to RAMPAC meetings for distribution. Joy will let Lorraine know of there is material for the bulletin board.

## 9. Parent Participation

- It would be nice if we could get more parents attending the PAC meetings.
- Suggestions included inserts in the newsletter, provision of food (?), getting time at the *Meet the Teacher* nights. Possibly an information table; maybe a draw of some sort; signup table/list; bringing in a speaker always helps (e.g. the Seismic Upgrade); need to reassure people that just because they came to the meeting that it does not automatically mean they will be 'given something to do'.
- Have the time and location of the next meeting on the Webpage
- Put the PAC meetings on the electronic sign.
- Maybe take 10 mins @ the beginning of the *Meet the Teacher* night next week (the 25<sup>th</sup>) and have a table for hot chocolate. Kate, Lorraine and Bev said they would handle that.
- MOVED BY Kate Dickson, Seconded by Joy Carroll:

**THAT PAC SET UP A TABLE AT THE UPCOMING MEET THE TEACHERS NIGHT AND PROVIDE HOT CHOCOLATE, TO ENCOURAGE PARENTS TO FIND OUT ABOUT THE PAC AND ITS ACTIVITIES – Carried.**

**10. BCCPAC Correspondence**

- Request for nominations – due at the end of the month.

**11. Morioka Students**

- Lorraine sent out an email requesting billets for the students.
- Asking the PAC to spread the word that there is still a need for Feb. 28<sup>th</sup> to March 14<sup>th</sup> (2 weeks).

**12. Posting of Minutes of RAMPAC**

- Should the minutes be posted on the website as soon as they are available, or after they are approved?
- Could we post them as DRAFT initially, then marked as Approved?
- Kate would at least like to have them sent out to the people who attended.
- MOVED BY Daryl Cowden, Seconded by Kate Dickson:  
**THAT THE MINUTES OF RAMPAC MEETINGS BE POSTED ON THE WEBSITE AS SOON AS THEY ARE AVAILABLE AFTER THE MEETING, IN DRAFT FORM. EMAIL NOTIFICATION SHOULD BE SEND TO ALL ATTENDING MEMBERS ONCE THEY ARE POSTED.** – Carried.

**13. Rental Costs for theatre productions**

- Daryl reported that he received a formal response from the School Board that while they understand our concerns, there are costs associated with the theatre, and the rental costs stands.
- John is working with various other groups re: possible community funding of a new theatre for the school, which could be used by the community.

**14. Next Meeting ( Wednesday, April 15 – 7pm – in the library)**

- Joy will not be with us at this meeting (on vacation).
- Kate would like to redraft the request for Parent donations to the PAC for the newsletter for September. Joy will add this to the agenda.
  - Add more information about all the activities the PAC is supporting within the school.
  - Maybe mention that the donations to the school are eligible for tax deductible receipts
- Add item to talk about future letters re: theatre rental costs. It is suggested that they go to the Superintendent of Schools (Tom Ferris), rather than to Spectrum School.

**15. Boy Smarts presentation**

- Lorraine provided information on the program being presented at Rogers Elementary School through VCPAC on March 5<sup>th</sup> – available to all parents.
- She will post this on the bulletin board

**16. Adjournment @ 8:40pm.**