

**Samuel Robertson Technical Secondary**  
**Parent Advisory Committee General Meeting**

**September 9<sup>th</sup>, 2024**

Place: via Zoom

Attending: Ken Elphick, Karl L/S, Andrea Clayton

Katie McElgunn Jonas, Katie Zilkowsky, Huong Thon, Tara Byrne

1. Welcome and Territory Recognition

- Meeting called to order at 7:04 pm
- We acknowledge that we work and learn on the unceded territory and lands of the Katzie and Kwantlen First Nations

2. Adoption of Agenda

- Motion to Adopt Agenda
  - Motioned KMJ, 2<sup>nd</sup> KZ M/C

3. Approve minutes from previous month

- Motion to Approve Minutes from previous month
  - Motioned KMJ, 2<sup>nd</sup> KZ M/C

4. Committee Reports:

Financial Report-Huong

- SRT PAC current balance: \$12,042.09
  - Huong wrote a cheque for \$259.72 this week for a Drama Dept expense that came in after last year's Financials had been balanced and closed for the year.
  - No other Reports

## 5. SRT Administration Report: Ken, Karl and Andrea

- Andrea Clayton will look after the Grade 8 and 10 portfolio
- Karl L/S will look at the Grade 9 and 11 portfolio
- Ken Elphick will look after the Grade 12 portfolio
- The first week of school went smooth SRT has more students enrolled than ever before including 45 International students. Class make-ups are very complicated which will make any requested class changes difficult to fulfill
- Individual grade assemblies will run this week and next; the first Fire Drill will be this Thursday
- The SRT Calendar is live on the SRT website. Ken will be revamping the website this year, keeping it up to date and relevant
- School picture day was today
- SRT welcomed Rae Swire as School Counsellor for our Grade 8s and 10s

## 6. Parent voice and questions

- Q: Will students be able to submit course change requests this week? A: The students will be able to submit the requests starting Tuesday Sept 10<sup>th</sup>.
- Q: Staff and parents are wondering when they can submit proposals/fund requests to the PAC? A: Proposals can start to be submitted now; the PAC is waiting for the Gaming Grant monies to come in before the proposals can be reviewed. The deadline for requests is October 15<sup>th</sup>, 2024
- Q: Where should we be sending Finance emails? A: Please send them to Kelly and cc Christine Watts and Ken Elphick.

## 7. Old Business

- n/a

## 8. New Business

- PAC meetings will be on the first Monday of each month via Zoom. The December and the June meetings will be in person meetings. The January meeting will only be held if necessary

## 9. Adjournment

- Motion to adjourn
  - Motioned KMJ, 2<sup>nd</sup> KZ MC
  - Meeting Adjourned at 7:23pm

10. Next Meeting: October 7<sup>th</sup>

PAC President - Katie McElgunn Jonas  
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Meeting Dates:

September 9<sup>th</sup>

October 7<sup>th</sup>

November 4<sup>th</sup>

December 2<sup>nd</sup>

January- Only if needed

February 3<sup>rd</sup>

March 3<sup>rd</sup>

April 7<sup>th</sup>

May 5<sup>th</sup>- AGM

June 2<sup>nd</sup>.