

Richmond Secondary School Parents Advisory Council (PAC)

October, 2025 6:30pm – 7:45pm

Meeting Minutes

Attendees: Ms. Kwon (Principal), Angela Huang (PAC Chair), Alla Becker (PAC Treasurer), Stacy Yuan, Cathy Li, Kristine Ke (PAC events coordinators), 40+ parents

1. Welcome & Land Acknowledgement – Angela Huang

2. Information Session by Guest Speaker:

Topic: Richmond Secondary School System

Speaker: Karen Cheng, Richmond School District No. 38

- Overview of the Secondary School System
 - BC Graduation Requirements
 - Program Planning & Course Selection
 - Optional Programs:
 - Summer School
 - Richmond Virtual School (RVS)
 - IB Diploma Program
 - Trades Program
 - Learning in Richmond Schools
 - Parent Involvement
 - English Language Learners (ELL)
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3. School Update – Principal Ms. Kwon

- Communicating Student Learning <https://rhs.sd38.bc.ca/news/2025/10/communicating-student-learning>
 - Developing/Emerging – The student is still building foundational skills and routines. Families are encouraged to chat with your child about their learning goals and progress, and to email the teacher with concerns and questions
 - Parent-teacher conference – a great way to connect with your child's teacher, gain insights into their progress, and collaborate on ways to support their learning and development

- Personal Learning Time (PLT) – Wednesdays & Thursdays
 - PLT is mandatory for all students
 - Students must sign up in advance for a learning space
 - Arrive on time (before 9:43 AM) and stay in your chosen space
 - Halloween Costume Guidelines
 - Halloween should be fun and inclusive for everyone
 - Costumes must be respectful and align with the school and district Code of Conduct
 - Avoid costumes that mimic or stereotype
 - No costumes depicting violence, drugs, alcohol, or containing replica weapons
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4. PAC Update – Angela Huang

- Thanked all participants for attending
- Encouraged continued parent engagement
- Highlighted upcoming events:
 - Community Celebration Event – parent volunteers are needed, details to follow
 - Holiday Potluck & Roundtable (parent-led discussion)
 - Spring Trunk Sale (potential collaboration with two feeder elementary schools)
 - Staff Appreciation Breakfast
 - Monthly PAC Meetings (held every 2nd Wednesday of the month)
- Introduced ways to connect with other parents: WeChat group and WhatsApp group
- Next PAC meeting: November 12th, 2025
- Meeting adjourned at 7:45pm