

Richmond Secondary School Parents Advisory Council (PAC)

January 14th, 2026 6:30pm – 7:45pm

Meeting Minutes

Attendees: Ms. Kwon (Principal), Ms Schneebeli (Counsellor), Angela Huang (PAC Chair), Cathy Li and Stacy Yuan (PAC events coordinators), Linda Yang (PAC secretary), 40+parents, a few students

- 1. Land Acknowledgement and welcome (by Angela Huang)**
- 2. Program planning for next school year (by Ms Schneebeli)**
 - **Dates:** A student assembly for program planning will be held on **Jan 28th,2026**. Student will bring home a program planning form to be completed and returned by **Feb 4th**. Parents/guardians are required to sign the form. **In early March**, students will receive verification notices for intended course registrations.
 - **Resources:** RSS school counseling website provides valuable guidance.
<https://www.rsscounselling.com/program-planning>
 - **Important reminders when completing the program form:**
 - i. List course in order of preference;
 - ii. Check updated university application requirements
 - iii. Some Grade 10, 11, and 12 courses need prerequisite courses;
 - iv. Submit the program form early, within timeline, to help secure course placement;
 - v. Avoid double registering for a same course both in summer school and regular school year.
- 3. Encouraging continued parent involvement (Angela Huang)**
 - more parents joined in WhatsApp group and WeChat group
 - Meeting Adjourned: 7:45pm
 - Next PAC meeting: Feb 11 at 6:30pm