



CEAP School Parent Advisory Council- Located at **Winchelsea Learning Center**

**Meeting Minutes** - General Meeting

Date: Tuesday November 19th, 2024

Location: Winchelsea Learning Center Room 8

Time: 9:30am- 11:00

Meeting Purpose:

- Build relationships, share knowledge and create community.
- WLC PAC Executive Team- Secretary Position is open for nomination.
- WLC Administration - Principal Report.
- Transfer of Secretary Position with Credit Union
- Treasurers Report
- Old Business
- New Business
- Fundraising Opportunities
- DPAC Report
- Principals Report

2024/2025 WLC PAC Executive Team:

PAC Chair: Maleah Bajich

Vice Chair: Leslie Greenhough

Treasurer: Cristina Biermann

Secretary: Open/Available

Attendance: Michael, Tina and Maleah

1. Call to Order: Time 9:44AM

2. Welcome / Traditional Territories Acknowledgment:

“We would like to acknowledge that Qualicum School District exists within the territories of the Coast Salish People and with the shared traditional territories of the Qualicum and Snaw-Naw-As (Nanoose) First Nations”.

3. Approval of Agenda: Changes, additions, approval of the last meeting. - **All approved/ None Apposed or Abstained.**

4. Approval of Previous Minutes: Errors, omissions, adoption **All approved/ None Apposed or Abstained.**

5. Transfer of Secretary Position with Credit Union- Currently in the process of with the bank to remove Natalie and add Leslie. Secretary Position open email nominations to [thewlcpac@gmail.com](mailto:thewlcpac@gmail.com) – **Leslie has been officially placed on as an authority and signatory.**

**Treasures Report:**

6. Review General and Gaming Account

- General Account: \$969.77 -\$40 added from bottle collection.
- Gaming Account: \$6,526.66
  1. Pay out of \$120.00 to Silver Meadow Farms Field Trip.
  2. Pay out of \$94.50 to Wildlife Recovery Center Field Trip.

7. Unfinished Business: Items carried forward from last meeting.

- 2 Morelle Sanctuary moved to Wednesday Nov 27<sup>th</sup> 11:45-1:45. Time to accommodate the Principal Meeting.
- PAC to provide a holiday gift package to PASS students- Please see Principals report below.
- Produce Fundraiser- Melissa (report)- Produce pick up now moved to Nov. 27th
- Chocolate Fundraiser -Leslie (report)- We decided to not move forward with this fundraiser.
- Grades 4&7 had their FSA tests- Completed.

8. New Business: Items requiring a discussion, recommendation, decision:

- **Coffee with Principal Nov. 27<sup>th</sup> @ 10 – 11 am in Rm 8** (due to time we will give 4 topics approx. 15 minutes each so students can move on to Morelle Sanctuary afterwards. We have organized so we stay on time.
  - 1) School day update on Wednesday/ and student data
  - 2) Designation of the programs (anything you want to talk about in programs)
  - 3) Christmas store- are we going to do it or can we create an Entrepreneurial Passion Project in the new year- looking for feedback on this idea.
  - 4) Open discussion.
- **Reminder to all grade 5 &6 students the RDN has a FREE swim/skate/gym program pass.** They do not have to pay for these activities. Lessons are not included. Please contact RDN for further information.
- Christmas Store in the gym- PAC is debating this as it is lots of work, we are open to an idea or perhaps do an entrepreneurial passion project fair in the second half of school. Thoughts to move forward with at the Principal Meeting.
- PAC break for the month of January (motion) Maleah- Motioned, Tina seconded. All approved/ None opposed or abstained.
- **NO PAC MEETING FOR JANUARY**
- **November 27<sup>th</sup> @ 6:30pm Ballenas School Theatre- Online Line Safety.** *"This 60-minute presentation is designed for parents to learn how to help children stay safe online while using apps, social media, and gaming platforms". Please see the link below:*
- [KeepingKidsSafeOnline\\_27NOV2024.pdf](#)

9. Open Discussion: Questions, concerns or comments

- School board has put through a grant for a capital project to add an early education program to WLC. It is in the first phase as it just got submitted. Likely to be a 3-year process. This may add a possibility to a new playground.
- Committee of The Whole Meeting with the district staff and Trustees. If you would like to see what is happening in the district you are always welcome to attend. Please see link for more information. <https://www.sd69.bc.ca/Board/Pages/Committees.aspx#/=>

#### 10. DPAC: District Parent Advisory Council

- Meetings: 3rd Wednesday of the month. Agenda & Minutes can be found on QSD Website. <https://www.sd69.bc.ca/Parent/Pages/DistrictParentAdvisoryCouncil.aspx#/=>

#### 11. Principal Report

- Teachers are creating a document regarding Wednesday Field Trips and the cost. We are working on obtaining school transportation for many of our planned trips so that the day can be extended and the responsibility for transportation does not add to parents. This will mean a little more paperwork for parents to sign.
- We are going ahead with our plans for the next few months. These events took time to book and plan for, so we do not want to cancel many that have been confirmed. We are looking to have more opportunities, such as artists come to the program, in the spring as that seems to be one that everyone loves. We have on average 25 to 30 students coming on Wednesdays currently.
- District assessments are continuing throughout the year – these happen from grade 3 to 9 in Numeracy and Literacy. It is a great chance for our staff to connect with standard school programs and be involved at the district level.
- PASS staff thanks you for your ideas around the winter break. We have a large Winter Feast that occurs on the 19<sup>th</sup> of December this year. We would love your support! We are set for supplies but may need some help with both serving and deserts and/or beverages. Students are always happy with muffins bought as well. Two ideas for you to think about.

#### 12. Next Meeting: **Tuesday Dec. 17th @ 9:30- 11:00 Room 8 WLC**

#### 13. Motion to Adjourn: Time 10:50am