

DUNSMUIR MIDDLE SCHOOL  
Parent Advisory Committee Meeting

---

Tuesday May 28, 6:30pm

**Attendees:**

April Flannagan, Rebecca Pacey, Tara Campbell, Mary-Anne Showers, Stephanie Tomlinson, Lana Kirk, Connor Hart, Sahye Cummings, Teresa Janisch and Candice McLeod

**Absent:**

Meagan Bagnall, Alicia Hayes, Hayley Nesbitt, and Lori Ball, Kim McMillan, Lauren Smith, Donna Wilner, and Heather Anderson, Lana Kirk., Raechelle Wuolle, Gabriela Santos, Sarath Dissanayaka, and Heather Pilon, and Sahye Cummings, Alexis McKean, and Allison Hyatt

**1. Call to Order**

- Meeting started at 6:36PM

**2. Introductions**

**3. Adoption of previous minutes – April 23, 2024**

- Motion to adopt the previous minutes as distributed - approved by Stephanie and seconded by Candice

**4. Principal's Report**

- June 20<sup>th</sup> – Grade 8 leaving
  - Thank you for support, just over 140 students attending; hoping to get around 175 students
  - Need to purchase tickets by June 12<sup>th</sup>
  - PAC will post on the facebook page
- School year end bbq June 25; most likely will need parent volunteers
- Mural is almost completed and will be hung outside on the front of the school

**5. Old Business**

- Last PAC meeting on June 18
  - 6:00pm start
  - April to purchase a few snacks for the event
- Constitutions Bylaws
  - In progress ETA to be completed by end of the year
  - Will forward to some of the PAC members to help assist with finalizing the bylaws
- Grade 8 Grad photo fundraiser– Cap and gown style
  - parents can purchase a digital copy if interested
  - Grade Photo has been a huge success; total earned to date ~ \$2,400
  - Will look at re-opening ability to order
  - A few additional parents have asked to order so will be working with Stephanie to Order

**6. Treasurer's Report as of May 25, 2024**

- \$4,117.51 Operating
- \$7,5076.92Gaming
- All staff reimbursements to be in to the PAC by the beginning of June
- Gaming grant application is being completed
- Reviewing the PAC Gaming control Self-Assessment questionnaire feedback advising of 3 non compliant items and provided recommendations /actions to be become compliant. The PAC were doing the recommended items already, but it was missed on the Gaming form from prior years.
- PAC to look into a 50/50 raffle

**7. SPEAC Update**

- See meeting notes below

**8. New Business**

- Bake sales; next date is June 14
  - \$1,852.10 raised to date; all money raise for the Grade 8 graduation
  - Need more parent volunteers
- Leadership group is making thank you posters for the hot lunch vendors
- School is interested in doing a Hot Dog Day fundraiser next year
- Bursary applications for Royal Bay; non received from Belmont
  - Picked 1applicant for the bursary and 1 will be getting a dragon
  - Stephanie to look at creating with the 3D printer

**9. Emergency preparedness**

- Any money in the budget to buy food? April to connect with Earleen to see how much money was donated from School Cash online

Meeting adjourned at 7:24 PM; Next meeting June 18, 2024 at 6:00pm

## SPEAC Meeting – May 15, 2024

Welcome & Intros – Melissa Da Silva

Agenda & May 17 2023 SPEAC AGM Minutes approved

### Special Presentation: Foundry Integrated Youth Services – Scott Bradford

- Formerly Phoenix Human Services; Part of the Village Initiative
- Integrated youth Service for kids ages 12-24. Various programs with youth special needs, family outreach & youth special services
- There is a Foundry in Victoria, downtown, serving youth including the Westshore. A few years ago an application for a Foundry in Westshore was denied. Reapplied in Nov 2023, approved in Mar 2024
- Work with Island Health, Social Services, Mental Health supports, etc. Will have primary care and counsellors etc. Annual funding is \$1M which doesn't go very far, plus a one time \$1.5M to go toward leasing a space.
- Very early days. 3yr process to go through before fully operational. **Hoping for 2026 opening.**
- Kick off/launch party on June 5<sup>th</sup>

### Partner Groups

Trustee – Amanda Dowhy

- Thank you Melissa for taking on Acting President for this entire year and being the parent voice and advocating to the Board and District staff. Thank you to all SPEAC Exec for all your hard work and long days, especially Tom and Nevada for attending the committee meetings and hiring panels etc.
- This may have been the most engaged budget process in memory; 230 people participated in some form during the live event for the Education Committee of the Whole meeting in April where the budget was presented.
- 12 budget recommendations came from staff, 10 of those were moved by the Board but some of these are not funded and so with our growth in future we will have to be creative with how to continue these services such as early learning supports.
- Board did pass the Operating budget at Apr 30<sup>th</sup> meeting, still need to do second and third reading and must submit to Ministry of Education by Jun 30<sup>th</sup>.
- Looking now at Capital budget for things like new schools etc. Must be submitted to Ministry by Jun 30<sup>th</sup> as well. Minor Capital needs to be submitted in September.
- May and June are incredibly busy at the Board office with graduations and retirements and long service awards & celebrations etc.
- **May 24 is bus driver appreciation day**; please thank your driving on this day especially!
- Capital Project update: Royal Roads Westshore campus. Looking at a Sep 2025 opening for dedicated spaces for RRU, Camosun, Justice Institute, and SD62. (Programming TBD) Net zero building (solar on the roof).
- New SCIANEW STELITKEŁ school on Latoria's pronunciation is on SD62 website.

Superintendent – Paul Block & Monica Braniff

- Last year for the current Strategic plan so looking back and seeing how we did and also looking forward to creating a new Strategic plan.
- May is budget and staffing season at the Board office.
- Pexsisen had a naming ceremony and a celebration of the collaboration with the Nations
- **Additions at Ruth King and David Cameron are underway**
- Graduations, track meets, music concerts, all are coming around in June
- Summer is a nice break but also looking to make sure we have everything set up and ready for a successful year in 2024-25
- Thank you SPEAC, PACs, and parent volunteers, so much for all your engagement and input and collaboration and service to our schools. A very special relationship in SD62 between the District/Board and parents/SPEAC, cannot say enough good things about the parent commitment and advocacy and time you volunteer for our students.
- **May 21<sup>st</sup> very exciting announcement that will have a huge impact on our District and communities.**
- **Q: Update on busses?**  
A: Think we have a fee rate established; looking at reduced rates for 2 children & 3+ children. But will always have provisions in place for families in need. (Can also split fees across several months using School Cash Online rather than having to pay a lump sum right away in September). Currently designing the routes. Looking to get info out before the end of June but do have to finish the budget process first.  
Q: Is there a plan to hire more drivers to increase service levels?  
A: We are constantly trying to hire drivers and working to try and train drivers. Challenge is that being a split shift and not a full eight hours, it doesn't necessarily attract a lot of applicants as it's not a living wage. Many drivers are retirees, for example. Used to be able to add hours with field trips but those have also lessened due to budget constraints.
- **Q: When will next year's school calendar be out?**  
A: looking to do a rolling three year calendar in line with other districts. The process and timeline means it's likely to be posted at the June meeting so it's up through the summer for review and looking to pass the calendar in the August meeting. Some dates are province mandated but we do try to align with SD61 & SD63 because we know people working in those districts so we try to reduce conflicts.

Principals/Vice-Principals – Denise Wehner, District Principal for Curriculum

- Focus on literacy and numeracy. We put out a lofty plan on how we support quality Tier 1 (whole classroom) supports in classrooms and layer on top of that Tier 2 (individualized student) supports. Start at K-3 level but have designs and visions to carry this on all the way to grade 12. E.g. we are working with a 16yr old who could not read and within three months of 3x/week sessions they're now at a grade two level.
- K-3: have implemented Literacy Intervention Teachers (LIT). SD62 has implemented universal screening for every student in K-3, just a quick one-minute fluency measure to flag those children who are at risk. Some might be Tier 1 classroom interventions, and some might be flagged as specific children who have additional interventions outside the classroom (Tier 2). This year has been the first really smooth sailing year where we all know the plan and the preliminary data has been outstanding, we can see we're really starting to bridge the gap.

- Next step long term is expanded grades and MITS (Math Intervention Teachers)
- Doing professional development with teachers and building a community to support. Three teachers at a time from every school to learn how to be LIT teachers.  
Also looking into creating resources for parents on how to support your child with literacy, will be coming this spring.  
Also coming: resources on how to support your French Immersion child if you're not a French speaker
- Q: Literacy supports at middle school don't currently meet the needs of students; is there any priority in middle school for students with designations or how is the roll out of literacy support work in middle school?  
A: Students with IEPs and learning disabilities are definitely who we want to be targeting. Yes, there is a challenge currently. Competing priorities of intervention vs getting them through their courses. We are looking into this currently and survey recently went out to the teachers around barriers and concerns and will discuss with PVP group on next steps.
- Q: Is there any data on how many students would benefit from Literacy supports that cannot currently access them? E.g. my student is three grades lower in reading level than they should be, but they're not the most in need so they may never get the intervention  
A: There are informal screenings by classroom teachers, we would initially look in those situations for Tier 1/whole class supports to help multiple students at once.
- Q: But do you have numbers? You said preliminary numbers are good and you're closing gaps but do you have numbers?  
A: We do, but I don't have them with me to provide at this meeting.
- Q: The only unbiased assessments we have for Literacy and Numeracy are the FSAs in grade 4, 7 & 10, even though they are somewhat controversial; Are the universal screening results reported to the parents?  
A: In grade 1 the score is not meaningful to parents, can they do consonant words/non-consonant words, how many could the child do in one minute?...  
Q: But if they flag a child for intervention, is the parent informed?  
A: Yes, they do get a letter.  
*Info from Paul Block:*  
Data on Literacy (and other important student success indicators) rates for students in Grades 4, 7 and 10 are available in our annual Enhancing Student Learning Report. You will find the last 3 years of this report at: <https://www.sd62.bc.ca/student-success/framework-enhancing-student-learning-fesl>
- Q: In other school districts that I'm aware of, e.g. on the mainland, they have a home reading program from Kindergarten through to grade 5 to read at home 15 mins per day, and when we moved to SD62, we were told they don't do that here. Why not? I think we're at a crisis point in literacy in this district.  
A: Thank you for your feedback, I will take that away. I do thank our Board who have made this department a priority

#### CUPE – Wanda Falle & Trudy Court

- **Check the lost and found at your schools!** Will have students clear out their lockers before end of school so they can be cleaned.
- **Encourage your children to start looking at their belongings now and doing small clean outs** so it's not as overwhelming at the end of the year.

#### Canadian Parents for French – Melissa Da Silva

- Had Concour; One of our students ended up winning 3<sup>rd</sup> place in her category in Vancouver (8<sup>th</sup> grade student from John Stubbs) so
- **Purchased the Canadian Parents for French licenses for all of our schools so they can all participate next year. Parent memberships are free for next year.**

#### SD62 Committee Reports – Tom Davis

- Resource Meeting
  - More on the bus piece; **update on the tracking system for the busses.** On track to roll out the test launch in the Milnes Landing zone. Bus driver training is happening next week. Will start testing June 1<sup>st</sup>. Cards\* are delayed but children can be entered manually by driver. As a bus approaches a stop, it will have photos of the children that are expected to get on at that stop and the driver can just choose the image to log the child. Tracking expected to roll out to the entire district in September.  
\*Cards will have no identifying info on them, will have a unique number and an address to return the card if found lost somewhere. All data stored on Canadian servers.
  - Q3 they were projecting a 0.9% reserve in their budgets but ended up with a 1.5% reserve due to unexpected increased enrolment numbers in February
  - Capital Expenditure projects: lots going on. Facilities working on plan to change a proposal in Sooke for an envelope renovation to Sooke Elementary school. District would like to replace rather than repair on the same site, which would also allow for expansion and child care spaces.  
Lots of plans for new school proposals, seismic upgrades, renovations, replacements, etc
  - Port Renfrew replacement is imminently going to Timber. Working with the nation to create a campus for the 6-12, K-5 has already been funded, looking to expand to 12.
  - Hans Helgesen proposal out to host 56 childcare spaces.
  - Unoccupied Colwood site (not specified, district owned, fenced off – Royal Bay?) proposal to add childcare spaces even though not a functioning school at this time
  - **Prefabs looking to be ready in August for David Cameron & Ruth King.**

#### SPEAC Executive Reports

- President's Report
  - [SPEAC 2023-24 Annual Report](#)
- Financial Report
  - [SPEAC 2024-25 Proposed Annual Operating Budget](#)
  - Motion to approve the 2024-25 SPEAC Annual Operational Budget as presented; Approved
  - Motion to pay an honourarium to those who provided significant support to other PACs this year at \$750 each x3 people; Approved

- **NOTE: BCCPAC membership fees are going up!**

### **Elections**

- President – nominated: Tom Davis, accepted; no nominations from the floor;
  - Tom Davis won by acclamation
- First Vice-President – nominated: Sandra Arnold, accepted; no nominations from the floor;
  - Sandra Arnold won by acclamation
- VP Communications – nominated: Meghan Rownd, accepted; no nominations from the floor;
  - Meghan Rownd won by acclamation
- Treasurer – nominated: Pam Miller, accepted; no nominations from the floor;
  - Pam Miller won by acclamation
- Secretary – no nominations
  - Position left vacant
- BCCPAC Rep – nominated: Shay-Ann Bryden, accepted; no nominations from the floor;
  - Shay-Ann Bryden won by acclamation
- Directors at Large – nominated: Michelle Brennan, Leanne Renfrew, Michelle Mackintosh, Angela Hoskinson, Amber Bourbonnais, Melissa Da Silva; all accepted; no additional nominations from the floor;
  - all won by acclamation (unlimited Director spots)

Goodbye to leaving SPEAC Exec: Joanna Verano and Nevada Kaludjer

### **Signing Authorities**

- Need to add: Tom Davis & Sandra Arnold
- Need to remove: Nevada Kaludjer

**Next Meeting: Sep 2024, presumably September 18 2024 @ 6:30pm, TBC**