



DUNSMUIR MIDDLE SCHOOL

MEETING MINUTES

January 28, 2025 - 6:30pm

1. Meeting Called to Order - 6:33pm

2. Introductions

In attendance:

Lisa LeClerc - Principal

Stephanie Tomlinson - President

Candice McLeod - Communications Officer

Amanda S

Melissa DaSilva - SPEAC

Pam Miller - SPEAC

Raechelle W

Kim M

Jenn S

Kara McFarlane - Member at large

Teresa J

April Flannagan - Past President

On Line:

Serena B

Tara C

Cynthia B

Sam

3. Approval of Agenda - Second by Kara McFarlane

4. Approval of Minutes from **November 2024** meeting - Second by Kara McFarlane

5. **Committee Reports**

Principal/Administration

Academy

- Registration for academies - February 3rd

- Open to whole district

Parent info night

- For grade 5 families and school change hopefuls

- February 5th from 6:30pm-7:30pm

- 5:30pm-6:30pm for Happy Valley families only (they have a school concert at 6:30)

January Club Month @ Lunch time

- Mondays: Chess and Math
- Tuesdays: Colouring, Crochet and Knitting, Drum
- Wednesdays: Lego, Tea
- Thursdays: Drum, Robotics
- Fridays: Newcomer and EEL, Running
- Students can view available clubs, locations, and teachers running each activity on the board outside of the library

President

- Motion to purchase a cheque binder(s) for up to \$50
- Candice McLeod Second

Vice President - No report

Treasurer

As of January 28, 2025

Gaming: \$14286.09

Minus outstanding cheque of \$2195.18

Operating: \$22398.38

Minus outstanding cheques of \$29.50 and \$1234.75

Actual totals:

Gaming: \$12090.91

Operating: \$21134.13

Secretary - No report

SPEAC - See attached minutes (presented by Melissa)

Communications

Inclusion Teaching

- Attended by Candice McLeod
- Run by school district
- Offering help to students before a diagnosis
- Help for children even without an IEP
- Child will be checked on often
- Reach out to your Childs school for more information

New on-line system coming for PACs in regards to gaming

- This new process is being implemented by the BC government
- All PACs will be switched to this new system
- New process will allow all executives to help with gaming and applications (example: grant money, gaming licenses, etc.)

Emergency Preparedness - No report

Hot Lunch

- GST tax break ends on February 14th. This has unexpectedly helped our fundraising efforts
- through hot lunch orders, we have raised around \$7000 since the start of the school year

- We have approx. 255 kids signed up on the hot lunch website

Hotdog day:

- On average we have about 130 kids buying hotdogs
- January day had about 110 kids participating and the left over hotdogs were gifted to our flourish program to help feed the kids who were still waiting for a lunch.
- Candice can no longer be available for May's hotdog day. With holidays and ProD day, there is no available Monday to move it to.

Motion to cancel May's hotdog day

- Kara McFarlane second

Fundraising

Purdys Chocolate

- Candice would like to run a Spring fundraiser
- Lisa LeClerc will check with staff to ensure no one else is planning on running this fundraiser

Motion to approve the running of the fundraiser if not being used by staff

- Kara McFarlane second

6. Old Business

a. Constitution and ByLaws

Completed and presented by Teresa J

- Draft will be available on the school's website for the parent community to view
- If parents would like to have anything specific reviewed, please email the PAC with their questions before February 24th in order to have them presented at the next meeting dunsmuirpac@gmail.com

7. New Business

a. PAC Positions - Vote in new executives

Vice-President:

Kara McFarlane - Self Nomination

No further nominations

Kara McFarlane will be the new Vice-President

Treasurer:

Donna Wilner - Self Nomination

No further nominations

Donna Wilner will be the new Treasurer

Secretary:

Serena Beck - Self Nomination

No further nominations

Serena Beck will be the new Secretary

b. Bursaries

- \$1000 was pre-approved at the budget meeting in October
- 2 x \$500 bursaries open to SD62 grade 12 students who also attended Dunsmuir Middle School

- Depending on how much we have available, we may be able to offer an additional bursary in the spring. Will be looked at and voted on once we receive our applications.

c. April 2025 meeting

- Should the meeting date be changed since it is right after the holiday long weekend?
- Date will not be changed and will remain on April 22, 2025

d. Open floor

Banking signers:

- Kara McFarlane is to be added as our new Coast Capital bank sponsor
- Kara McFarlane is to be added as a new signer
- Donna Wilner is to be added as a new signer
- Teresa Janisch is to be removed as signer since her child will be graduating from Dunsmuir Middle School.

HotLunch cheques:

- Candice will contact our vendors to set up invoices so cheques can be written out to the businesses directly with the hope to have them completed in advance at the monthly PAC meetings.
- Candice will let us know once she has contacted all of the vendors and has dates, from them, as to when they can start this process.

PAC business:

- Now that we have established the new executives, we will begin to create emails for each of the positions that can be passed on to new execs in the coming years. This will help track all information and avoid anything being missed in the coming school years.
- Google Drive: Candice will be activating the google drive attached to the general PAC email, dunsmuirpac@gmail.com , to ensure all files, forms, etc will be available to future execs.
- Once we have our bank accounts updated, we will look into the option to etransfer, cost associated with that and when that can and should be used.

8. Meeting Adjourned - 8:03pm

Next meeting: **February 25, 2024.**



www.sd62.bc.ca/parents-students/dpac-speac

MINUTES | SPEAC General Meeting

Wednesday, January 15, 2025 | 6:30 pm

SD62 Board Office | Lekwungen Boardroom and MS Teams

SPEAC would like to acknowledge the traditional territories of the Coast Salish, specifically the Esquimalt and Songhees Nations on which our schools are built; and the Nations SD62 works with: Beecher Bay, Scia'new Nation, T'Sou-ke Nation, and Nuu-Chah-Nulth Pacheedaht Nation to the west. We thank these Nations for sharing this beautiful land. Hych'ka (Coast Salish), Kleco Kleco (Nuu-Chah-Nulth).

Attendees | 22 in total

SPEAC Executive:

Tom Davis, President

Amber Bourbonnais, Secretary

Melissa Da Silva, Director at Large

Michelle Brennan, Director at Large

Angela Hoskinson, Director at Large

Leanne Renfrew, Director at Large

Regrets: Sandra Arnold, Vice President (VP); Pam Miller, Treasurer; Shay Bryden, BCCPAC Representative; Michele Mackintosh, Director at Large; Meghan Rownd, Director at Large

SPEAC Representatives/Alternates: Lia Koutsodimos, Journey; Karla Bird, Happy Valley; Amy Bath, David Cameron; Angela Hoskinson, John Stubbs; Cynthia Blewett, Hans Helgesen; Leanne Renfrew, Centre Mountain Lellum; April Lagadyn, Lakewood; Ash Senini, Millstream; Erin Brownlow, Wishart; Leanne Watkin, Spencer

Cendra Beaton, Board Chair; Trudy Spiller, Trustee; Chief Russ Chipps, Trustee; D'Arcy Deacon, Associate Superintendent; Ceilidh Deichmann, PVP; Wanda Falle, CUPE; Brian Yonker, Secretary Treasurer; Sikandar Begg, guest

Agenda

6:30 | Welcome, introductions, and land acknowledgment | Tom | 15 minutes

6:45 | Motion to approve the agenda | Tom | 5 minutes

First: Leanne Watkin, Spencer

Second: Ash Senini, Millstream

Motion to approve the [draft minutes of December 18, 2024 SPEAC General Meeting](#)

First: Cynthia Blewett, Hans Helgesen

Second: April Lagadyn, Lakewood

6:50 | Partner Groups | 60 minutes

a. Trustees | Cendra Beaton | 10 minutes

Check the website for the new board roles: <https://www.sd62.bc.ca/board-education/trustees>

BCPC AGM is at the end of January. Focused on finalizing the Strategic Plan.

b. Superintendent, associate superintendents | D'Arcy Deacon | 20 minutes

Welcome/introduction of Brian Jonker new Secretary Treasurer. Strategic Plan will be presented in February. 2025/26 budget development process is underway; senior staff and new Secretary Treasurer Brian are involved; engagements with partner groups are planned for February. Draft school calendars are out for public feedback on the website: <https://www.sd62.bc.ca/news-events/news/proposed-2025-26-2026-27-school-year-calendars>. Reminder: it's registration season and time for school change requests. The new school opens (SCIANEW STELITKE Elementary) and catchment changes are in place. Watch for specific dates that pertain to your situation:

<https://www.sd62.bc.ca/schools/registration>

c. Principals/Vice Principals (PVP) | Ceilidh Deichmann | 10 minutes

Ceilidh Deichmann, PEXSISEN principal: PAC is looking to vote in a SPEAC Rep. Registration requests are rolling in for French Immersion and Nature Kindergarten; Lahal, an Indigenous game is being learned and played; there will be a tournament; Art Starts hip hop residency; Literacy week coming in February. Updates from Spencer: Grade 6 transitions are happening early due to the catchment changes, volleyball is seeing increased numbers; Updates from Poirier: new monkey bars were installed, had a Celtic performance on Feb 7; Updates from Belmont: launched a [new logo "beautiful mountain,"](#) soon to be translated into several languages, Beecher Bay artist; Concours, French public speaking competition; Journey and John Stubbs students will be going to Quebec on an exchange this year.

d. Canadian Union of Public Employees (CUPE) | Wanda Falle | 10 minutes

Bus drivers are reminding students that it is very dark. Reflective wear is highly encouraged.

e. Canadian Parents for French (CPF) | Melissa Da Silva | 10 minutes

Next meeting is January 27 at 630pm. Come if you'd like to learn more about how to support your French learner. Concours French public speaking competition is happening on Apr 3 for the district-level competition. Grade 6-12 are encouraged to participate. Event held at John Stubbs. Provincials are on May 3 in Vancouver: <https://bc-yk.cpf.ca/en/concours-dart-oratoire/>

Questions/Concerns:

Recruiting and retaining French teachers for French Immersion

Art Starts, can use grants to fund. <https://artstarts.com/> and <https://artstarts.com/artist-directory>

7:50 | SD62 committee reports | 15 minutes

a. Education Policy Meeting | 5 minutes

Cendra: 3 presentations were made – new Outdoor Education Academy for high school

[https://www.sd62.bc.ca/sites/default/files/uploads/meetings/agendas/Education-](https://www.sd62.bc.ca/sites/default/files/uploads/meetings/agendas/Education-Policy%20Committee%20Agenda%20Package%20-%20Jan.%209%2C%202025.pdf)

[Policy%20Committee%20Agenda%20Package%20-%20Jan.%209%2C%202025.pdf](https://www.sd62.bc.ca/sites/default/files/uploads/meetings/agendas/Education-Policy%20Committee%20Agenda%20Package%20-%20Jan.%209%2C%202025.pdf); quarterly report for Strategic Plan, goals and progress; student voice, engagement, perspectives in SD62

b. Resources Meeting | 5 minutes

Facilities manager spoke about data, GHG emissions and energy consumption, moving from gas to electric.

https://www.sd62.bc.ca/sites/default/files/uploads/meetings/agendas/Jan%2014_00_Resource%20Committee%20FULL%20PACKAGE%20AGENDA_0.pdf

c. Board of Education Meeting | 5 minutes

No report – no board meeting since the last SPEAC meeting in December.

8:05 | SPEAC committee reports | 5 minutes

No report.

8:10 | President's report | Tom | 10 minutes

Budget season: SPEAC will be invited to present our priorities for next year's budget in February. We're looking for feedback from our membership on where priorities are for parents. Contact Tom at: speacpres@sd62.bc.ca to have your input included. French teachers: recruitment and retention will be included.

BCCPAC By-Election results: 1st VP: Alicia Rempel, SD35; 2nd VP: Jennifer Rak, SD37; Treasurer: Chase Leushner, SD8; Director: Tisha Krafte, SD35; Secretary remains vacant.

BCCPAC AGM announced: May 23-25 in Prince George.

Ombudsperson Investigation of Exclusion of Students from province-wide complaints. Complete the anonymous questionnaire: https://bcombudsperson.ca/news_release/ombudsperson-investigating-exclusion-of-students-from-bc-public-schools/ Open until April 1, 2025.

8:20 | Treasurer's report | Tom on behalf of Pam | 5 minutes

Dec 1-31, 2024

General: \$27,291.81

Gaming: \$1,414.07

8:25 | New business | Tom | 5 minutes

Ask of membership to increase the parent education line item in 2024/25 budget by \$2,000.

Motion/First: Cynthia Blewett, Hans Helgesen

Second: Ash Senini, Millstream

SPEAC Reps: 7 voted for, carried unanimously.

Inclusive Education parent information night is on Jan 22. Discussion will include general information about Individual Education Plans (IEPs). Being presented by SD62. Register to attend:

https://docs.google.com/forms/d/e/1FAIpQLScVr3QtmR8cw_ERu0Q5RaGm7x1CwuoKTlzTWn2O1O3B4vsiVg/viewform

Communication: Follow SPEAC on FaceBook. Subscribe to SPEAC's newsletter:

<https://facebook.us3.list-manage.com/subscribe?u=8a76644dcc6dc7178f4733545&id=9701ae2548>

Question: How do PACs recruit and retain volunteers? How do PACs keep engagement up?

Communicate the need, share the load, create incentives for volunteers, share the Google Drive with documentation to save efforts, mentor new PAC members, set them up for success.

8:30 | Announcements and adjournment | Tom | 5 minutes

Next meeting: Wednesday, February 19, 2024 | 6:30 pm

Meeting adjourned at 8:15 pm.