



# DUNSMUIR MIDDLE SCHOOL

PAC Meeting Minutes  
Jan 27, 2026 – 6:30 pm

1. Meeting called to order: 6:38 PM  
With gratitude and respect, we acknowledge that we live, learn, and work on the traditional territories of the Coast Salish: T'Sou-ke Nation, SĆIÅNEW (Beecher Bay) Nation, and the Nuu-chah-nulth: Paaʔčiidʔaṭh (Pacheedaht) Nation. We also recognize that some of our schools are located on the traditional territories of the MÁLEXEŁ (Malahat) Nation, and the Ləkʷəŋən peoples of Songhees and Esquimalt Nations.
2. Introductions  
**Attendees:**  
Chris Smyth – Vice Principal  
Sean Pollitt – School Councillor  
Stephanie Tomlinson – President  
Kara McFarlane – Vice President  
Candice McLeod – Communications Officer  
Donna Wilner – Treasurer  
Serena Beck – Secretary  
Allison Hyatt – SPEAC Rep  
Jan – parent  
Watson and Mercy – parents
3. Approval of agenda – Candice and Kara
4. Approval of minutes from the **November 2025** meeting – Candice and Kara
5. **Principal/Administration Report**
  - Heartfelt thanks to the PAC and all the parents and volunteers that make our school a special and successful place.
  - **School Plan Update:**
    - Literacy/Numeracy Team: putting together reference and resource binders for staff to ensure continuity and accessibility at each grade level
    - Engagement Team: Working on Attendance monitoring and action plans for Chronic Absenteeism and Sporadic (but impactful) Absenteeism. Attending a 4 part webinar series with other BC school districts
  - **Activities:**
    - Skills Canada events gravity cars for grade 6, wind turbines for grade 7, spaghetti bridges for grade 8.
    - Game ready Canucks floor hockey on Tuesdays at lunch

- Cheer Club with Island Elite Cheer leading on Thursdays at lunch.
- 11 Volleyball teams
- February 12<sup>th</sup>: (two assemblies for the whole school) TheWhiteHatter.ca for a presenter on cyber-bullying. Former RCMP member. They have a parent option of the same presentation and a virtual option for more participation. We will look into accessing the parent presentation too.
- Children seeing things online before parents and news and concerns about what they see on Tik Tok before parents are even aware of this news. It's a good idea to talk to your kids about the content they are consuming. Commonsense media used to be free.
- Gr 5 and 8 transitions. Feb 3<sup>rd</sup>. Band concert Feb 26<sup>th</sup> for band concert to grade 5 visit.
- Alexis and adding PAC to the open house.
- Gr 8 course selection and tour in April or May
- Alexis McKean is the acting Principal
- Kim Strom is the acting Vice Principal. They are still looking for another Vice Principal.
- Jen Nixon is the new principal for Dunsmuir on Aug 1<sup>st</sup> (currently the Spencer Middle School Principal).

## 6. Old Business

- School Start: \$3.00 from every kit comes back to the school.
- Kara has it set up and sent the grade supply lists too.
- Ship directly to your house.
- Cost wise on par if not cheaper.
- Art Cards by Kids for Spring is set up
- Library letter to the legion was sent a month ago, but we have not heard back yet. It is to apply for a grant. Stephanie will go in person and inquire.

## 7. New Business

### a) **Brainstorm with Sean Pollitt on helping kids get enough sleep and attending school on a regular basis:**

- Sean would like to organize a presentation on sleep hygiene and another topic of vaping. He will look into student info sessions with Vancouver Island Health Authority (VIHA and the district).
- How to change habits.
- Possible places to reach students and parents: Spring band concert or other events. Teacher interviews.
- People don't always read the newsletter.
- Maybe a 4 part series of classes and engagement.

### b) **Zeffy payment system:**

- Free for non-profits and tap. The equipment is free too.
- Instead of square payments.
- Order one or explore more on getting it.
- Motion to apply and it passed.

### c) **Bursary Applications Royal Bay and Belmont.** Gr 12s two bursaries. Money for it is from fundraising. It is open to all high schools. April 28<sup>th</sup> meeting and May 1<sup>st</sup> for the announcement. 6-6:30 for the bursaries and then regular meeting.

- d) **PAC info spot in the newsletter:** With no news in the newsletter then less hot lunch ordering. This information will be included in the newsletter again.

## 8. **Committee Reports**

### **President**

- Covered already.

### **Vice President**

- Covered already.

### **Treasurer**

- As of Jan 27<sup>th</sup> only 2 cheques cashed since the last meeting.
  - **Operating:** \$33,880.14
  - **Gaming:** \$15,287.54 budgeted for clubs this year

### **Secretary**

- No updates.

### **SPEAC**

- New North Langford secondary school opening by Sept 2029 by Costco.
- Budget for next year Feb 17<sup>th</sup> for the district presentations and reach out for SPEAC to present.
- Speak leadership dinner on Jan 29<sup>th</sup> for President and Vice Presidents.
- French Speaking competition on April 9<sup>th</sup> and looking for French speaking parents to be judges.

### **Communications, Hot Lunch, and Fundraising**

- **Mabel's Labels:** On Dec 01, 2025, this fundraiser was approved by all members of the PAC. This should help with the lost and found (these are great labels for all your child's items). Still going.
- Every month the 23<sup>rd</sup> is the cut off for hot lunch. Everyone was notified via email.
- Roughly 322 orders and 540 children signed up. \$2000 a month in profit.
- Vendors are happy with hot lunch too.
- April 50/50: Not taking place as there are no April events except meet the teacher.
- Easter Purdy's chocolates fundraiser. Cost of chocolate and shrinkflation.

9. Meeting Adjourned: 8:14 PM

### **Next meetings:**

- Feb 24, 2026
- April 28, 2026 - 6pm for bursary selection and then the regular meeting.
- May 26, 2026
- June 16, 2026