



## CEAP School Parent Advisory Council-

Located at **Winchelsea Learning Center**

**PAC Website:** <https://www.wlcpac.com/>

**Meeting Minutes** for General Meeting

**Date:** Tuesday April 1st, 2025

**Location:** WLC Room 8 or Online link

**Time:** 9:30am- 10:30am

### 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:** [Melissa R](#), [Tina B](#), [Michael K](#), [Maleah B](#), [Leslie G](#)

1. Call to Order: [9:30 am](#)

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. [Melissa motioned, Tina second, unanimously approved.](#)

4. Approval of Previous Minutes: Errors, omissions, adoption. [Melissa motioned, Tina second, unanimously approved.](#)

5. All PAC executive positions are open for 2025-2026 school year. Please email nominations to [thewlcpac@gmail.com](mailto:thewlcpac@gmail.com) Election in May.

- Chair and Vice Chair positions need to be voted in for May election. All other positions can still be approved at the beginning of the next school year.

### Treasures Report:

6. Review General and Gaming Account

- **General Account: \$1,190.80**
- **Gaming Account: \$6,176.66**
  - - \$350.00 for Nanaimo Science

7. Unfinished Business: Just to confirm with Joan and Andrea on who is booking/paying what for our up and coming activities and PAC will write cheques to the school.

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

- Vote for money to be spent- Motion Forward Activities on this list:

Experience	Date	How Many	Cost	Total Cost To be Paid By PAC	Vote Results
Houla Hoops		Set of 12	\$85 + Tax	\$100.00	6 Approved 1 Abstained <b>APPROVED</b>
Nanaimo Science	May 13th/May 15th (approx.)	2 Programs 2 Busses	<b>\$350.00</b> Invoice received and paid for	\$350.00	All Approved <b>APPROVED</b>
Bus to Arrowsmith Lodge	Tuesday/Thursday Students	4 visits	\$25/per trip	\$100.00	All Approved <b>APPROVED</b>
Last Day of School Party	Tues/Thurs Students	Food	\$75 x 4 (just thinking of last years platters)	\$300.00	6 Approved 1 Opposed <b>APPROVED</b>
Rathrevor Year End Party	June 18th	Day Site, RDN party pack, PAC Treat.	<b>\$53.30 Site \$2 PAID</b> \$25 for RDN Party Kit + Treat + tax	\$200.00	6 Approved 1 Abstained <b>APPROVED</b>
Wild Play Adventure	Date to be announced	Since there is a height limit We will start with offering the grade 9's then works our way down to the younger kids. Bus will be provided. Kids that are too small are still welcome to come, but they will need to know they can not go into the course. There is a big picnic area for those that do can not do the course.	50 approximately students eligible	\$2,500.00	6 Approved 1 Abstained <b>APPROVED</b>
Swimming Lessons	Funds being saved for next school year or if	We need 24 students. Ravensong is putting us on their list for next school year. 3	\$40/student \$1000 paid by PAC. Additional cost will	\$1,000.00	6 Approved 1 Opposed <b>APPROVED</b>
	early payment is due	groups: beginner, intermediate and advanced.	be covered by parents.		
Royal BC Museum Virtual Visits	Tue/Thurs Class	Joan already paid, but school would like to know if we would reimburse them	\$75/Class	\$150.00	4 Opposed 2 Abstained <b>NOT APPROVED</b>
Oceanside Paint	Thursday Classes for Older Students	1 Session	\$18/student	\$550.00	6 Approved <b>APPROVED</b>

Book Club	PASS Students	To improve reading skills. PAC is approving up to \$350 for WLC to buy the books for a reading book club.	\$20/book = tax	\$350.00	6 Approved 1 Abstained <b>APPROVED</b>
Transportation	March- June 2025	PAC's request is this extra bus funds will extend us Wednesday participation times.	Up to \$550 for WLC to choose how they want to use the bus funds.	\$550.00	6 Approved 1 Abstained <b>APPROVED</b>

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

- **Singal App has been put together by Leslie.** If you would like to be apart of it and find out more community events. Sign up or join group link:
- **Leslie wants to mention that she is just in charge of setting up the app. It is up to parents to decided how they want to communicate. This app is not about PAC organizing events, but a space for parents to create their own community outreach outside of the school.**  
[https://signal.group/#CjQKIN1yqbDSJk93AVbpftUqbzsG86PqfLxAAqTF7YL\\_C\\_3EhAFVwrWpAaBB0z6iXSpJ60X](https://signal.group/#CjQKIN1yqbDSJk93AVbpftUqbzsG86PqfLxAAqTF7YL_C_3EhAFVwrWpAaBB0z6iXSpJ60X)



- **Rathtrevor is booked for Wednesday June 18<sup>th</sup> @ Site S2 \*Picnic Site 2. Where we were last year. 11-3. There will be a project fair at the school first that day. Then we will head out to Rathtrevor. \$53.30 paid by PAC**

#### 9. Open Discussion: Questions, concerns or comments

#### 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#/="](https://www.sd69.bc.ca/Parent/Pages/DistrictParentAdvisoryCouncil.aspx#/=)
- **DPAC Recorded video of last meeting:** <https://youtu.be/RITCPf8JxkA?t=1>
- **Microsoft teams: Meeting ID: 255 141 082 17 Passcode: dhpdbN**
- **Food Safe Certificate - once the funds are transferred from the DPAC TD account to the DPAC CCU account each school may have two parents take a food safe course and invoice the expense of the completed food safe course to DPAC. The TD account only allows us to write bank drafts. If we have 20 people taking food safe that is 20 trips to the bank to get bank drafts and then driving to deliver the bank drafts. CCU will allow DPAC to do email transfers. We appreciate your patience during this transition.**
- **Ask your PAC for ideas they would like to have for parent education provided by DPAC.**
- **Ask your PAC for nominations for DPAC president, vice president and secretary. The election is in May.**

#### 11. Principal Report-

- **Less than 10 weeks left! These next three months will fly by.**
- **We are planning an open house for May 12<sup>th</sup>. Let's chat about this**
- **Portfolio Reviews start Jun 2<sup>nd</sup>. Many Wednesday programs will still run. Mini Golf on the 11th**
- **We are hoping to have our final learning fair and picnic on June 18<sup>th</sup>**

- Cross country event – district meeting is coming up on Friday – more information to come.

12. Next Meeting: Tuesday May 6th, 2025

13. Motion to Adjourn: 9:45am

### Mindfulness in May reads:




**Climb Aboard the WOW Bus!**

Meadowood Community Park – April 2nd @ 10:30am – 12pm  
 Errington Community Park – April 9th @ 10:30am – 12pm  
 Parksville Community Park – April 15th @ 11am – 12:30pm  
 Nanoose Place Community Centre – April 23rd @ 10:30am – 12pm  
 Bowser Legion – April 30th @ 10am – 11:30am

WOW Bus is a free drop-in outreach program for children from birth to kindergarten age and their adult. Families are invited to climb aboard the WOW Bus and join us for healthy snacks, playtime, songs, and stories.

Check out our website for more details about the WOW Bus and other free early years programs: [www.oblt.ca](http://www.oblt.ca)



### Open Call for Youth for Submissions

Grade 5-12 SD69 and surrounding area, including home learners.

Early Submission by March 21<sup>st</sup>/25 for a chance to be featured on the exhibit poster and win extra prizes.

All media- Digital (non- AI), Fabric Arts, Mixed Media, Textiles, Sculptures etc.

3 Categories; Visual Arts, Photography, Literary Art

All work due by: April 4<sup>th</sup>/25

Submit online: <http://mundfulmay.artistquarter.com>

Exhibition: May 1<sup>st</sup>-11<sup>th</sup>, 2025 at the Qualicum Beach Library.





**Ready, Set, Learn!**

Ecole Oceanside Elementary – April 1st & 22nd @ 10:30am–11:30am  
 Springwood Elementary – April 4th @ 9:45am–10:45am  
 Bowser Elementary – April 7th & 14th @ 11am–12pm  
 Errington Elementary – April 7th @ 1pm–2pm  
 Qualicum Beach Elementary – April 9th & 23rd @ 10am–11am  
 Arrowview Elementary – April 10th & 24th @ 1:15pm–2:15pm  
 Nanoose Bay Elementary – April 25th @ 9:45am–10:45am

Ready, Set, Learn is a free drop-in program for children from birth to kindergarten age and their parents/caregivers with the intent of supporting children's transitions into school.

Check out our website to book your spot: [www.oblt.ca](http://www.oblt.ca)



