



CEAP School Parent Advisory Council

Located at **Winchelsea Learning Center**

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

Minutes for General Meeting

Date: Wednesday Dec 3rd, 2025

Location: Microsoft Teams

Time: 6:30pm- 8:00pm

Meeting Link: <https://teams.live.com/join/9347167695033?pwd=q5hk4vvbvhQkhWzySy>

Attendance: Leslie Greenhough, Maleah Bajich, **Guests:** Autumn Taylor, Trustee Carol Kellogg

Meeting Purpose:

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

2024/2025 WLC PAC Executive Team:

President/ Chair: Maleah Bajich

Vice Chair: Leslie Greenhough

Treasurer: Tina Biermann

Secretary: Open/Available (Maleah/Tina temporarily)

1. Call to Order: Time **6:33pm**

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. As parents, caregivers and community members, we recognize the deep history, knowledge and care that continue to shape this land. With Gratitude, we gather here to support one and another, our children, and the generations to come.”

3. Approval of Agenda: Changes, additions, approval of the last meeting. **Leslie approved, Maleah Second- passed.**

[CEAP PAC Meeting Minutes Nov 2025 \(1\).pdf](#)

4. Approval of Previous Minutes: Errors, omissions, adoption **Leslie approved, Maleah Second-passed.**

5. Principal Report- Autumn discuss CEAP/PASS happenings

- School Photos: Everyone should have theirs now. If not please reach out to Pam Legg.
- Swimming slips should be coming soon for those in grade 3-5
- Portfolio Reviews went really well

- Learning updates will be out before the Christmas Holidays.

6. Trustee Kellog- Meet and Greet, fireside chat

- Staff Recognition for those with 10/20/30 years in our district
- She recently attended the Vancouver BCTA Academy. Food programs were a big part of the discussion there too
- She is joining our districts food working group
- Responsible for Springwood, Arrowview, False Bay, CEAP & PASS schools
- Will be visiting CEAP & PASS students in the coming weeks

7. Treasures Report:

Review General and Gaming Account- Tina Please confirm as these numbers are subject to change with below items.

- General Account: \$1,118.98
- Gaming Account: \$7,742.18
- Made a correction on Gaming Account total. Maleah had it wrong in the agenda
- Waiting for some receipts from WLC to pay for photos and some transportation.

8. Unfinished Business: This is what we voted for last meeting. Just checking in

- **\$500 towards PASS** for their school photos (General Account)
- **\$1000 towards PASS** transportation for field trips (Gaming Account)
- **\$3500 towards CEAP** transportation for field trips for the rest of the school year. Gaming Account
- **\$300 towards CEAP** Year End Party the school/teachers put on.
- **\$9.25 towards CEAP swimming.** Looks like swimming comes to \$1009.25
- This leaves us with **approx. \$2 137.31 (Gaming Account) & \$550 (General Account)** for second ½ of the school year and beginning of next year between both accounts

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

- RDN: Grade 5 swim and after gym program for Free. (after gym program has changed a bit)
- Grade 6 swim pass with RDN
- 6-8 year old can receive a learning bond to go towards their education. Here is the link: <https://adm.viu.ca/canada-learning-bond>

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

- Only 2 PAC members so we kept the meeting short, and did not discuss up and coming new business

11. Open Discussion: Questions, concerns or comments

- [None](#)

12. DPAC: District Parent Advisory Council-

- [There is a working group for Food Program and Inclusive Education, please email them if you want to be apart of these emails or groups](#)

13. Next Meeting: [Wednesday January 7th, 2026](#)

14. Motion to Adjourn: [7:24pm](#)