



CEAP School Parent Advisory Council

Located at **Winchelsea Learning Center**

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

Minutes for General Meeting

Date: Wednesday Nov 5th, 2025

Location: Microsoft Teams

Time: 6:30pm- 8:00pm

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

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

2024/2025 WLC PAC Executive Team:

President/ Chair: Maleah Bajich

Vice Chair: Leslie Greenhough

Treasurer: Tina Biermann

Secretary: Open/Available (Maleah/Tina temporarily)

DPAC Rep: Open/Available (Maleah)

Attendance: Leslie Greenhough, Tina Biermann, Maleah Bajich, Anika Zielke, Autumn Taylor, Melissa Rathbone

1. Call to Order: **Time 6:32pm**

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 (Nanooose) 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. **Motion Leslie- Tina Second- All in favour.**

[CEAP PAC Meeting Minutes October 2025.pdf](#)

4. Approval of Previous Minutes: Errors, omissions, adoption

- One adoption to the agenda in the budget. Natalie paid for our website domain. \$19.99 US for another year. She is waiting for the Canadian exchange rate then will give us our total to be paid out of the general account. **Motion- Anika- Second Tina- All in Favour.**

5. Principal Report- Autumn discuss CEAP/PASS happenings

- FSA's ½ the grade 7s showed up and 1 grade 4. Pizza was provided for students. 3 students said it was fun.
- 3 big questions Autumn has brought up:
 1. School Pictures- They are trying to organize the photos taken. They were all given to the school on one disk. School is looking to tweak the system. Considering giving to teachers then distribute. Please keep an eye on your junk folders.
 2. Superior Farm field trip was excellent. If you have any other great places let the school know. They are open to options. Leslie suggested the Earth Ship at out by the Lighthouse Community Center, Hand to Man and Fossil Tours from the Courtenay Museum.
 3. Do we want a parent night tea/coffee with Autmn like we did last year?

6. Treasures Report:

Review General and Gaming Account

- General Account: \$1,118.98 (current in the account)
 - \$26.27 reimbursement from last years year end PAC meeting. (PAID)
 - Natalie paid for our website domain. \$19.99 US for another year. She is waiting for the Canadian exchange rate then will give us our total to be paid out of the general account.
- Gaming Account: \$7446.56 (current in the account)
 - \$295.62 remaining from Wild Play trip (PAID)
 - \$586.10 remaining from 2x Busses to Wild Play (\$336.70) & 2x Busses to Deep Bay Marine Station Field Trips (\$249.40) (PAID)

Wild Play only cost us \$1,119.40 instead of our allocated \$2,500.00 (We have extra funds for over budgeting.)

7. Unfinished Business:

- Parents that were promised Food Safe can take it. You have till December. There is an online one \$69.00- Leslie and Anika were our selected parents.

8. Old 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:
https://signal.group/#CjQKIN1yqbDSJk93AVbpftUqbzsG86PqfLxAAqTF7YL_C_3EhAFVwrWpAaBB0z6iXSpJ60X



- Signal App is being removed.
- **\$1000 has already been voted** to go towards swimming lessons in starts Jan 7th 5 lessons for grade 3-5. Please see new business for remaining amount that may be asked for by the pool. (This cost may be adjusted lower as the pool switched grade 3-5 for us vs all grades. I may be able to negotiate grade 6 into it). They don't want lower than grade 3. **School will be sending out permission slips and a swimming lesson form to parents to help give the pool and idea about where your students swim level is at. Still deciding if a bus will be taking the students to the pool.**

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

- **Inviting our Trustee Carol Kellog to our December meeting to get to know her and help her get to know us. Any questions you may have ahead of time please email to Maleah.**

VOTING

- **\$500 towards PASS** for their school photos (we have a large group that cannot afford to purchase their own). General Account **Motion Maleah- Second Tina- All in Favour.**
- **\$1000 towards PASS** transportation for field trips. Gaming Account **Motion Maleah- Second Tina- All in Favour.**
- **\$3500 towards CEAP** transportation for field trips for the rest of the school year. Gaming Account **Motion Leslie- Second Anika- All in Favour.**
- **\$300 towards CEAP** Year End Party the school/teachers put on. **Motion Leslie- Second Maleah- All in Favour.**
- **\$9.25 towards CEAP swimming.** Looks like swimming comes to \$1009.25 **Motion Maleah- Second Leslie- All in Favour.**
- 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.

10. Open Discussion: Questions, concerns or comments

- Leslie brought up BC Fresh Farm to School Fundraiser. Maleah just emailed Springwood to find out. We missed the boat on the Fundraiser this time, but asked to be apart of the next one again as this was a great opportunity, and healthy food. Without another school partnership we would need to order 40 bundles. Last year we had 14 sales (\$210 profit, basically we get \$15 per sale (40 % rate of return prices may vary slightly). If we were to even "pre sale" at the end of our 2025 school year knowing the fundraiser starts Aug 25th – Sept 24th. We would stand to earn approx. \$600 back towards PAC.
<https://www.bcaitc.ca/fresh-you-fundraiser#overview->
- We have an account with the Parksville Bottle Depot. If you want to donate, please help out PAC. The account is under CEAP at Winchelsea Learning Center. We will also be doing a bottle drive in the new year.
- Plant Sale fundraiser for the late spring. If you love to garden please save us some of your plants or start some to donate to the fundraiser. We are looking to hosting on the weekend to attract gardeners of all levels.
- We will be inviting a young entrepreneur from our district to come and give a talk about his cotton candy business. He will be showing the students how he makes it. PAC has offed to

pay for his time and product. This will fall under our BIZ Kid grant opportunity when the teachers start this part of our learning plan. PAC will vote when the time comes. Leslie will connect with the teachers to move the partnership forward.

- Parents want to continue the support of our food program in our school making sure we have equitable access to all our students. Maleah is currently working on a poster with Autumn to help bring more awareness that we do have food to provide if a student does not have lunch. Items are simpler like bagels, fruit, yogurt. Parents want to build the bridge for dialog between all so there is no shame or embarrassment if a student needs to ask for a lunch at school. Our school does have a food budget for students that need this extra help.

11. Next Meeting: Dec. 17th, 2025 – Maleah is wondering if Dec 10th may be better, so it is not as close to the holiday. We will have a chat before hand with parents and confirm date if it changes.

12. Motion to Adjourn: 7:46pm **Motion Maleah- Second Leslie- All in favour.**

DPAC: District Parent Advisory Council

- New DPAC executive team has been formed.
- **If you would like regular DPAC emails please contact them qsd.dpac@gmail.com and ask to be on their email list. I will do my best for the highlights.**
- [Family Guide Addressing Concerns.pdf](#)

SCAM ALERT for PACs

We've been alerted that **email scams** are continuing to target PAC executives across BC. Scammers are copying PAC contact info from websites and pretending to be principals, treasurers, or chairs — asking for urgent e-transfers or money transfers.



Be cautious!

- Double-check sender email addresses carefully.
- Never send money or gift cards without confirming **in person or by phone**.
- Remind your PAC team to verify any financial requests before acting.

Let's keep our PAC funds (and sanity) safe!



Join Our Inclusion Working Group!

We're looking for parents and caregivers who are passionate about enhancing inclusion in our schools. This group will meet to explore inclusion-related topics and bring forward ideas and recommendations to the district.



[Sign up here](#)



Join Our Food Program Working Group!

Help strengthen food programs across our district!

This group will discuss what's working, share ideas, and bring forward recommendations to support equitable access to school food programs.



[Sign up here](#)

Please share these sign up forms with your parents and caregivers!



Stay Connected

We love hearing from PACs — your questions and ideas shape our work!



qsd.dpac@gmail.com



[QSD DPAC Facebook Page](#)

Please see below for posters of upcoming events in our community.




Plant Sale Fundraiser

PARENTS PREP FOR US IN THE SPRING FOR OUR PLANT SALE

- ✓ Save seeds
- ✓ Starter plants
- ✓ Diversity for gardens
- ✓ Wide range of plants and ideas for fundraiser wanted

Late Spring Plant sale to help with PAC.
Date to be announced in the new year.

START SAVING, AND HELP US PREPARE FOR THIS FUNDRAISER.





DONATE YOUR BOTTLES @
PARKSVILLE BOTTLE & RECYCLING DEPOT

SUPPORT PAC WITH OUR ACCOUNT

Account name is
Collaborative
Education Alternate
Program (CEAP) at
Winchelsea Learning
Center

Location
Parksville Bottle Depot
611 Alberni Hwy, Parksville,
BC V9P 1J9



FORED BC Society
For Education about our environment
& its natural resources
www.foredbc.org

National Forest Week Original Videos, Artwork or Photography contest for grades K-12 with \$150 cash prizes!

Theme: Roots of Resilience: From Seed to Canopy.

Prize: \$150 prizes. Group work is eligible for a shared prize.

Deadline: Nov. 21, 2025

Good morning, we hope your week is going well and you had a pleasant summer break.

Our educational charity is once again offering its annual **National Forest Week art, photography and video contest for Canadian youths** aged 5-18, with **\$150 cash prizes**.

This year's theme is: **Roots of Resilience: From Seed to Canopy**, showing how Canadian forests have continuously underpinned the economy, culture, sustainability and environment of our communities. Examples include wood products we use daily, Indigenous culture, local parks and forestry-related jobs (from tree planters to wildlife managers).

Submissions could also depict the challenges that Canadian forests face on a yearly basis such as invasive species, fires, floods and bad bugs.

Please help us circulate this contest information to educators & youth in your districts through email, social media, & website.

Visit our [website](#) to see contest details, winners from previous years and use our easy online entry form. Or, click button below to download contest details.

Contest deadline is November 21, 2025.

Thank-you so much for your support.

Contest Details

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INSTRUCTED BY KAT CEARNS

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School for the Creative Arts

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