

## December PAC Meeting Agenda 2025

### Welcome: Alyssa Davies

- **Welcome and introductions: Alyssa Davies**
  - Attendance: 4 attendees + 2 staff + 4 exec + 1 trustee = 11 total
- **Adopt agenda**
  - 1st: Kendall
  - 2nd: Jennifer
- **Adopt minutes**
  - 1st: Kendall
  - 2nd: Jennifer

### Presenters and Reports:

#### SD71-

- **Trustee Report: Sara Jane Howe**
  - Please see [attached report](#) from Sara Jane Howe for both November & December.
- **DPAC Report: Erika Davis**
  - **Dyslexia BC Presentation:** Emphasis on early literacy screening, early intervention, and structured literacy. Screening is not a diagnosis but helps identify students who need support sooner.
  - **Food Programs:** Many schools experiencing rising food costs; PACs continue supporting families through donations and hot lunch subsidies. District remains focused on equitable food access.
  - **Anti-Racism & Gender-Based Violence Work:**
    - Anti-Racism Committee released a parent-friendly resource guide.
    - GBV Committee presented a major report with recommendations on policy, training, consent education, and student safety.
  - **Parent Education:**
    - FoodSafe Level 1 course for school food volunteers on Jan 11.
    - Planning underway for a parent night featuring SEEN (documentary on trauma and attachment).
    - Substance-use education session being developed with RCMP and Foundry.
  - **District & Trustee Highlights:**
    - Continued focus on school food access and implementing GBV recommendations.
    - Updates coming on Equity Scan work.
    - Ongoing concerns about student busing and safety—more discussion next meeting.
  - **Next DPAC Meeting: AGM – January 5, 2026 at 6:30pm**
  - Please see attached official minutes from [DPAC meeting](#) held on December 1st for more detailed information!

## **Arden-**

- **Principals Report: Andrew Ferneyhough**
  - Very successful Winter concert. Excellent feedback so far!
  - There was discussion about changing the layout so that the students can be seen a bit better. Maybe utilizing the stage and the risers.
  - Discussion about having more strict drop off times/door opening times so that kids aren't running around unsupervised.
- Some report cards will go out on the 19th. If your child's teacher does Paper Portfolios, you will not receive a 'Learning Update' until the beginning of March. There will be a couple options on styles with how the teachers choose to do their report cards.
- Thank you to parents for the Christmas Hamper supplies. They will be picked up on the 18th.
- Santas Work Shop will be on December 17th! We are in good shape but can take donations right up until December 17th! Please have a good look at your cupboards and garages for anything that may be passed on to a new home.
- Parent/Teacher and Student-led conferences seemed to go very well on our end. I am happy to hear any feedback from parents end.
- Teresa and I spent a full day marking Grade 4 FSA's last week. They will be returned to the school, looked at by the 4/5 teachers and then mailed home in the new year.

  

- **Chair Report: Alyssa Davies**
  - Multiple events have been happening! Spirit Wear, Cookie Dough, Winter Market, and Wreaths and greenery.
  - Pancake Brunch is happening this week!
    - Pancakes with syrup, eggs, sausage rounds, oranges, and juice boxes.
    - Combination between feeding futures and PAC. Gingerbread house competition is in full swing. The winning class gets a pizza party! Holiday music will be in the background for the kids! Colouring pages on the table for the kids!
  - We will happily take more parent volunteers for Wednesday!
  - Kids Maker Market after the Spring Break will be happening! January we will announce this! We will open it to Arden students first and if needed we will extend to other schools around our area.
  - Seeds & Starts fundraiser will be around Spring Break as well!
  - Staff lunch will be the Wednesday before Spring Break! Possibly a charcuterie board option...
  - Penny Carnival planned for May 21st.

  

- **Treasurer Report: Kendall Packham**
  - Chequing Balance: \$5,881.06
  - Gaming Balance: \$12,183.19
  - Cookie Dough raised \$314.00!

- Poinsettias raised \$323.00!

### **Committees and Team Leads-**

- **Hot Lunch Report: Nicole Mann**
  - The Hot Lunch representative was not in attendance. No report was provided at this meeting.
- **Green Team Report: Jesse Sheridan**
  - A Green Team representative was not in attendance. No report was provided at this meeting.
- **Fundraising Report: Kendall Packham**
  - Penny Carnival planning committee meeting date: February sometime. After school? Or in the evening. We will plan a committee meeting date at the next PAC meeting!
    - Bouncy Castles and the school is booked!
  - Andrew will ask teachers if they would like to take on school dances/movie nights. PAC is leaning more towards fun days and school wide day events.

### **New Business:**

- Dana Orrego - Winter Market Update (Earnings, successes, and plans for next year)
  - 30 tables = +\$1620.00
  - Bake Sale = +\$636.55
  - Silent Auction = +\$374.00
  - Cost = -\$43.40 (Cotton Candy Bags & Sugar)
  - **\$2587.15 profit from the Winter Market!**
  - This was the most successful Winter Market that we've had in the previous years!
  - We booked more tables and advertised more this year which was fantastic!
  - Coffee Food Truck was a great addition this year to the event!
  - Huge thank you to Sure Copy for helping with the posters and flyers!
  - Be more selective next year with that baked goods we do at the bake sale table portion. More Christmas focused baked goods.
- Mr. Ferneyhough, on behalf of the teaching staff, requested PAC approval to hold a second "Parent Teacher Day" (no school for students), similar to last year and in alignment with Lake Trail and Courtenay Elementary, who are scheduling theirs for March 3rd.
  - **Motion:**
    - That PAC approve a second "Parent Teacher Day" on March 3rd, resulting in a no-school day for students.
      - Moved by: Dana
      - Seconded by: Jennifer
    - Carried: Approved unanimously
  - **Outcome:**
    - PAC supports moving forward with March 3rd as a No School – Parent Teacher Day.
- iPads - losing 17 at the end of the year. Open discussion on who's budget: school/pac?

- Table this for another meeting. We need to look into the cost and when/where we get the money from to make this happen. We have until next year to replace the iPads.
- Resilient Rhythms - Public Speaker - coming in February. Discussion of costs / budgets. \$1000 cost, do we have a budget for \$500? <https://vimeo.com/1113000936?fl=ip&fe=ec>
  - **Motion:**
    - That PAC contribute \$500 from the Gaming Account toward the Resilient Rhythms presentation, with the school covering the remaining \$500.
    - Moved by: Dana
    - Seconded by: Jennifer
    - Carried: Approved unanimously
- Opportunity for other public speakers for the school? Budget allocation?
  - The PAC is exploring options for bringing in a bullying-prevention speaker for students, with the possibility of using Gaming Grant funds to support the presentation.
  - PAC has requested that Mr. Ferneyhough provide a list of speakers who have previously presented within the school district to help identify an appropriate and pre-approved presenter.

**Old Business:**

**Open Floor for questions and discussion**

**PAC Parent of the Month Parking spot draw**

- Kourtney is the winner of the parking spot!

**Adjourn**

1st: Erika

2nd: Alyssa