

**Denman Island Community School PAC Meeting Minutes -
January 13, 2026 in the Denman Island Community School Library and via ZOOM**

Meeting Minutes: Kathryn West

Chair: Emily Anderson

Vice Chair: Becky Nykwest

Treasurer: Kristen Wright

Secretary: Kathryn West

DPAC Rep: Sara Schouten

Members at Large: Lleilah Chernovsky, Will Lepore, Tahiti Rey, Quinn Lundberg, Leanna Pugsley

Regrets: Kristen Wright, Becky Nykwest, Will Lepore, Tahiti Rey, Quinn Lundberg, Leanna Pugsley

Attendance: Emily Anderson, Kathryn West, Sara Schouten, Karla Neufer (Vice Principal), Olena Starchuk, Rebecca Moore, Jack Fletcher, Lleilah Chernovsky

ZOOM participants: Trevor Thompson

Guests: Gracie MacDonald (DICES)

Meeting Called to Order at 5:41pm

Agenda Item	Action Required
Welcome and Recognition of Traditional Territories We acknowledge that our community lies in the beautiful unceded and traditional territory of the K'ómoks First Nation, who have been the caretakers of the land that we live, work and play on since time immemorial.	
Introductions of all meeting attendees	

<p>Confirmation of Quorum with three officers present</p>	<p>Action: Review this in the Bylaws review; with such a small school population, sometimes meetings have few attendees.</p> <p>Action Item: Karla to send an example for meeting quorum that other Boards use as a resource.</p>
<p>Assignment of the Meeting Timekeeper</p>	<p>Action: Sara, 5 min/topic</p>
<p>The Secretary explains the Consent Agenda (Pages 10 - 14) which includes reports from various officers and committees. The Consent Agenda aims to streamline meetings by including reports that don't require further discussion.</p>	
<p>Call to remove any items from the Meeting's Consent Agenda for further discussion or clarification</p> <ul style="list-style-type: none"> - Request for more discussion: Field Trips - Request for Gaming Grant update <p>Motion to accept all written reports on the Consent Agenda dated January 13, 2026</p> <p>Motion moved by: Sara Seconded by: Emily Motion: Carried</p>	<p>Action Item: Field Trips and Gaming Grant Update moved to New Business</p>
<p>Motion to approve the Meeting Agenda for January 13, 2026</p> <p>Motion moved by: Jack Seconded by: Emily Motion: Carried</p>	
<p>New Business</p> <p>1. Volunteer Opportunities and Community Directory next steps (Emily) There are</p>	<p>Action Items: Re: 1.</p> <ul style="list-style-type: none"> • Kathryn to resend Gracie, Karla and

<p>several opportunities available to volunteer with DICES and with the school (see Emily's summary below in the Consent Agenda.)</p> <ul style="list-style-type: none"> • Discussion around how to support recruiting these volunteers, • Sign up and collect info of anyone at the meeting who wants to volunteer • Community Directory could help us find volunteers in the wider community • Vote to approve survey tool and process for sharing tool in the community <p>Motion from the floor to approve the survey tool once edits received from BBL:</p> <p>Motion moved by: Jack Seconded by: Kathryn Motion: Carried</p> <p>News: SD #71 has announced annual funding available to schools so that honorariums are available for community expertise presenters in schools</p> <p>2. Mailing Lists - School Families and School Community (Emily) Proposal to compile 2 PAC mailing lists; 1) school families and 2) people wanting to be school-connected</p> <p>Question from the floor: How is this different than the school and DICEs emails? This is specific for PAC supporters - there will be overlap, but the school student parent/guardian group changes yearly, and the PAC supporters often stay on after their children have left the school. This is a way for PAC to reach those people to help as needed (Christmas Craft Fair for example)</p>	<p>Claire the volunteer organizing website volunteer.org</p> <ul style="list-style-type: none"> • Kathryn to email Claire and Gracie that Jack, Lleilah, and Kathryn volunteer to help in Div 2 and in the school for DICES when available. • Emily to gather info, hold as a resource for PAC/School/DICES to uses and share with the community. • PAC partners BBL/DICES/Community School share the survey with respective members and via fb, email, and community publications. <p>Action Item: Re 2</p> <ul style="list-style-type: none"> • Emily to work on setting up these lists and Kathryn to help set-up Mailchimp or other email management tool.
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- **PAC decided at the meeting** to approve moving forward on this, and assigned a point person.

3. PAC meeting time - possible change (Emily)

- **Discussion** on maybe changing the meeting time to later or alternating monthly to be more inclusive of working/commuting families and families with young children.

Motion from the floor to move the PAC meeting start time to 6pm

Motion moved by: Lleilah

Seconded by: Kathryn

Motion: Carried

4. PAC Activities (Emily)

- Suggestion to reduce fundraising this year because we are in good financial standing, and focus PAC energy on other goals, like supporting community school spirit .
- Discussion re amounts PAC to donate to each class for field trips this year. Div 3 will be doing the majority of fundraising for the approx \$8000.00 end of year field trip to Strathcona Park Lodge.
- Some of the PAC School Spirit Ideas (things PAC would do to support staff & students) suggested:

Pink Shirt Day, Valentine's Day Smoothies,

Action Item: Re: 3.

- Lleilah will organize food for the next PAC meeting to support families able to attend.

Action Items: Re: 4.

- Kristen, Scot and previous PAC Treasurers to put together amounts previously donated to each Division/Grade for school field trips
- Kristen and PAC Leadership team to put together a Budget and Annual Events Calendar for future planning
- Emily to confirm with Daneil cc Karla by

<p>School dances, Family dances, Ice Cream Sundaes Day, PAC to be ready with supplies to support DIV 3's Spirit days (Crazy Hair etc for students who forget/parents forget)</p> <p>Vote. Tabled to next meeting so PAC can gather more information on Budget</p>	<p>email that for 2026, because they are in good financial standing, PAC decides to give full responsibility for and benefit from quiz night fundraiser to Div3 this year.</p>
<p>5. DPAC items for Discussion (Sara)</p> <ul style="list-style-type: none"> • The District Emergency Preparedness Committee noted that many Emergency Preparedness SeaCans were actually empty at some schools. Denman Community School has supplies in ours, but could be increased, was last inventoried in fall 2025 by Veronique and Karla. • School Improvement Plans and Results Reports - ours is available online and on the PAC noticeboard. 	<ul style="list-style-type: none"> • ALL PAC Members bring any ideas that you have for School Spirit initiatives to PAC with research done on costs, volunteer needs, logistics - email to denmanpac2021@gmail.com to be added to next Agenda
<p>6. Opportunity for PAC to sponsor a presentation on Climate Change Action at the school. The cost is approximately \$1,000. Check here for more info.</p> <ul style="list-style-type: none"> • Vote for PAC to sponsor or not sponsor the presentation - TABLED to next meeting. 	<p>Action Items: Re 5.</p> <ul style="list-style-type: none"> • Emily to send the free digital literacy and Erase workshops info and Racism handout with QR codes to our PAC families once email is set up.
<p>7. Opportunity for PAC to Participate in Free Store Fashion Show Feb 21 (Sara)</p> <ul style="list-style-type: none"> • Discussion on PAC involvement <p>8. Further Discussion on Field Trips (Lleilah)</p>	<ul style="list-style-type: none"> • Kathryn to get diapers, wipes and some blue cots for

- Suggestion to do a field trip to Mount Washington this year.

the SeaCan from BBL

9. Gaming Grant Update (Kathryn)

- Most schools were notified of their grant or it was direct deposited before December 31, 2025

Action Item: Re 6

- ALL PAC Members Please come prepared to vote on this at the next meeting by viewing the [Info Package Here](#). PAC Budget not available at this time.

Action Item: Re 7

- Sara/PAC will share the Fashion Show via our communication channels.

Action Items: Re.8

- Karla to find the field trip info for Mt.Washington sent to the school by SD #71 and forward to PAC
- ALL PAC Members: if interested in a field trip, bring all the research and info that you can personally find to PAC for

	<p>consideration. Email details to Denmanpac2021@mail.com to be added to the next meeting agenda.</p> <p>Action Item: Re: 9</p> <ul style="list-style-type: none"> • Kristen & Becky to check on the status of the Gaming Grant
<p>Old Business</p> <p>1. PAC Constitution update (Emily)</p> <p>2. Follow up on digitized copy of Denman Dragon (Sara)</p> <p>3. Follow up on Denman Fire discussion re Smashing Car event (Emily)</p> <ul style="list-style-type: none"> • Sam shared that in rural England a popular fundraiser is to put old crockery on a piece of furniture and give folks softballs to try to hit the dishes. <p>4. Follow up on Div 3 families hosting the Mother's Day Plant Sale this year (Emily)</p> <ul style="list-style-type: none"> • Div 3 will be fundraising via the Trivia Night and the Play <p>5. Follow up on other PACs year-end whole school</p>	<p>Action Item: Re: 1:</p> <ul style="list-style-type: none"> • Becky will set up a meeting when she returns. <p>Action Item: Re. 2.</p> <ul style="list-style-type: none"> • Sara has the digital copy, has ordered a badge and will bring that and stickers to the Feb PAC meeting. <p>Action Item: Re 3.</p> <ul style="list-style-type: none"> • Pride is taking this on. PAC no longer considering this. <p>Action Item: Re 4.</p> <ul style="list-style-type: none"> • Emily to confirm with Gracie cc Karla by email that for 2026, because they are in

<p>family celebrations/camp-outs (Kathryn)</p> <ul style="list-style-type: none"> • Tabled to next meeting <p>6. Follow up on letter about the busing safety issue of not passing when flashing lights are on for fb, newsletter and local publications (Kathryn)</p> <ul style="list-style-type: none"> • Discussion on bussing safety on Denman, it's a historic problem, many complex layers involving locals, traffic headed to and from Hornby, and the added pressure of ferries. • Brainstorming ways to communicate the issues, advocate for student and driver safety, and educate new families to bussing best practices <p>7. Correspondence - None to report</p>	<p>good financial standing, PAC decided to give full responsibility for and benefit from Mother's Day Plant Sale to DICES this year.</p> <p>Action Item: Re 6.</p> <ul style="list-style-type: none"> • Kathryn to send letter to Karla for proofing • Kathryn to include in the letter a reminder to contact RCMP non-emergency line if witness vehicles not stopping. • Kathryn to confirm with Autumn ages for meeting children at their buss stops. • Sara to reach out to her contacts with the RCMP • Bus info and letter to be added to the School website and in the welcome to KG letters.
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	<ul style="list-style-type: none"> • Emily to email Chelsea (School Board Trustee) and Autumn a question of if the Vanier afternoon bus could possibly leave <i>after</i> the traffic offloading from the 4pm ferry to avoid some of the rushing.
<p>Creative Ideas Parking Lot -</p> <ol style="list-style-type: none"> 1. Kids Pac Meetings 	<ul style="list-style-type: none"> • Action: Kathryn to research this idea and bring to the next February meeting.

Meeting Adjourned at 7:30 pm

Next Meeting: February 10, 2026 at 6:00 pm in the Denman Island Community School Library

Motion to Approve these Minutes on Jan 17/26 by Emily, seconded by Kathryn West on Jan 19/26. Motion Carried.

PAC Consent Agenda - January 13, 2026

PAC Coordinator Report - Emily Anderson

In December, the PAC raised over \$2000 selling Tacos and Denman Dragons apparel at the Denman Christmas Craft Fair. The PAC officers have been working towards drafting some communication guidelines and procedures for our PAC. We are getting back to work after a much-needed break over the school winter holidays; we are looking forward to serving our kids and our school community this term!

Volunteer Opportunity with Division 2

D2 teacher Claire is looking for people who might be available as "last minute helpers" on an occasional basis for things like special activity set up, decorating for events, etc. If you are willing to be on the list of people who are willing to be contacted when teachers need help on short notice, please contact Claire at claire.lepore@sd71.bc.ca

Volunteer Opportunity with DICES:

- Garden work (with or without students, during school or after school) • kitchen helper (prep, serving, dishes,) Tues/Wed/Thurs
- Town trips: picking up food items from town (flexible)
- Unloading: moving boxes of food to refrigeration (some Tuesday mornings) • After school gym time (flexible days) being a responsible adult while kids play in the gym. • Table tennis: mentoring kids along with a community volunteer on Thursdays after school at the activity centre
- Reading at bed time story time
- helping with movie nights
- helping with bingo nights
- baking healthy snacks for during and after school

If you are interested in volunteering with DICES, please contact Gracie at dices.director@gmail.com

PAC Bylaws Update - Becky will be emailing to arrange a date to accomplish this task once Becky returns from her trip. If you are interested in being involved please email denmanpac2021@gmail.com

Treasurer's Report - Kristen

Account balance: as of January 6, 2026

General Account:

Checking: \$18, 518.49

Savings: \$0.34

Shares: \$100.00

Gaming Account:

Checking: \$0.00

Savings: \$0.01

Shares: \$25.00

Gaming Grant of \$2000 was deposited in Oct. 2024, for the 2024-2025 school year

Things I will do upon my return from Calgary,

1. Email Isabell for the discretionary funds for each division,
2. Transfer the agreed upon \$2,500 of PAC funds to carry over for the following year, out of sight out of mind.

I have no updates on the Denman Dragon Apparel at this time.

DICES Executive Director's Report - Gracie MacDonald

January, 2026

School lunches have resumed, thank you to the federal government infrastructure grant for replacing the school fridge. We could really use some extra help with prep and clean up, even occasionally.

After school programs: there are 17 opportunities for school and homeschool kids this term. New this time is lego club, pickle ball, table tennis, and floor hockey. Also new is collaboration with the activity centre; there are two programs running over there. Many thank yous to the community members who are making this happen for our kids.

Free store fashion show is scheduled for Feb. 21 at 7 pm and we will be helping with it, and inviting students who are interested to participate. If you are interested in helping with this, let me know.

Next movie night is Jan. 20, and this time it's free, snacks available for sale, movie starts at 4:30 sharp in the community room, "Bad Guys 2."

Thanks every one,

Gracie MacDonald
Executive Director

Denman Island Community School DPAC Representative - Sara

Sara attended the DPAC monthly meeting on January 5th, 2026

You can find the Minutes from the meeting [HERE](#)

You can find the Quick reference sheet [HERE](#) with clickable links, and another copy posted on the PAC notice board in the school hallway.



Report from the January 5th, 2026 DPAC Meeting:

Website for more information: <https://www.comoxvalleyschools.ca/dpac/>
Email: dpac@sd71.bc.ca

THANK YOU TO ALL PAC AND DPAC VOLUNTEERS, YOUR TIME IS APPRECIATED.

At this time, all DPAC meetings are held on the first Monday of the month in the Isfeld Library at 6:30pm.

Any parent can attend, only reps can vote.

Change to Consent Agenda for more collaborative, supportive and discussion-based meetings. Committee reports will be attached to the Friday Agendas, please review in advance of the Monday meetings. For past Minutes and this month's Committee Reports, please see the [AGENDA](#).

Anti-Racism Subcommittee -Next committee meeting in February, always welcoming new members. Discussion re: the Anti-Racism Resources sheet found [HERE](#). Please share with your PACs as a helpful resource.

Sexual Health Committee: More updates coming in February after GBV Chairs meet with the Superintendent before the next Board meeting. Discussion re: digital device safety, keeping devices out of bedrooms overnight and family contracts. Find the White Hatter website at [The White Hatter | Digital Literacy](#) and the article link here: [The White Hatter "A Teachable Incident for Parents & Caregivers"](#)

Speaker Series Committee : FOODSAFE for School Food Volunteers \$30 (PAC-funded or parents can self-fund.) Sunday January 11th from 10am-5pm. SEEN Documentary project with Comox Valley Child Development Centre staff continues as we research venue options with accessible childcare space for all ages underway.

Follow the [link](#) to see the full sheet!

Vice Principal Report - Karla Neufer

January, 2026

Thank you for the kind and thoughtful gesture of dropping off such delicious treats for the staff to enjoy on the last day before winter break. It was very much appreciated and thoroughly enjoyed by all. What a sweet way to head into the holiday season-thank you so much.

Also thank you to the parents who helped with carrying all the music equipment back to the school and tidying up after the winter concert, I think we had three cars full of

instruments!

Upcoming:

Jan. 15-Presenter Michael Bortolotto, topic is inclusion/resilience

Jan. 19-Gr. 4s to symphony

Jan. 20-Kindergarten hearing screen, DICES meeting

Jan. 21-Fire Drill, 9:45

-Digital Wellbeing Workshop (in town, poster attached)

Jan. 22-Dress Like Your Teacher Day

Action items from December meeting.

1. Video Surveillance:

-Where does the feed go? The recordings are on the physical camera itself.

-Does the district get reports? Information is extracted when footage is requested. *-Is it operating 24/7?* Yes, but only records motion events

-Is the feed accessible by the school in anyway? If I want access to the camera for viewing I need to complete a form.

2. Tether Ball:

-Where did the original tether ball pole go? Removed when the Child Care Centre was built.

Inquiry into school district regarding any safety concerns around installing a tether ball pole, have not heard back yet.

3. Teacher Field Trip Goals for the year: Symphony, Gr. 4, Jan. 19, Big House visit, Gr. 4, May 14, School Cycling Program, Gr. 4/5, on Hornby, Apr. 22, Strathcona Park Lodge, Gr. 5-7, May 19-21

4. What does support look like for teachers: Have not yet met with teachers to ask this question.

5. Post in the newsletter regarding before school supervision: Done

6. Winter Sale to be included in newsletter: Done

Community Events

Connect & Learn | for Parents & Caregivers

A Conversation for Families About Digital Wellbeing and Mental Health

As parents, we struggle with balancing our children's time spent in the digital world and what we consider the real world. It's not easy to know how much time spent on technology is too much, and how to set boundaries that don't create conflict. Learn from Dr. Kristy Goodwin, Digital Wellbeing and productivity researcher, speaker, author and consultant.



Register online at
familysmart.ca/events

Details

This video presentation will be followed by a facilitated discussion by a Family Peer Support Worker in the Comox Valley.

LOCATION:

Mark Isfeld Secondary (multipurpose room)
1551 Lerwick Rd, Courtenay
The entrance is to the left of the main office doors.

DATE: Wednesday, January 21, 2026

TIME: 6:30 - 8:00 PM

COST: Free

This event is for parents/caregivers only, and we are not able to provide childcare.

Questions?

EMAIL: megan.watson@familysmart.ca

PHONE/TEXT: (250) 890-2393

For more information and to register, go to familysmart.ca/events



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