

**Denman Island Community School**

**PAC Meeting Minutes**

**April 14, 2026 at 5:30pm**

**Denman Community School Library**

**Present: Emily Anderson (Coordinator), Rebecca Nykwest (Vice-Coordinator), Kristen Wright (Treasurer), Olena Starchuck (Teacher rep), Karla Neuffer (Vice-Principal), Lleilah Chernovsky (Member-at-Large), Keith Porteous (PAC member)**

**Present via Zoom: Kathryn West (Secretary)**

**Regrets: Gracie MacDonald (ED-DICES), Will Lepore (Member-at-Large), Leanna Pugsley (Member-at-Large), Tahiti Rey (Member-at-Large), Sara Schouten (DPAC Rep), Quinn Lundberg (Member-at-large), Mitch Dublanica (Member-at-large)**

Our PAC creates a safe space for all voices, and is respectful of meeting attendee's time.

Goals for Meetings: Capture all Voices; Create a Safe Space where we can hold space for emotions, for opposing views ideas, experiences, navigate conflict of interest, solutions; and we are Respectful of Time.

At our meetings we implement these Goals in our PAC meetings by: a Meeting Timekeeper keeps the meeting on track time-wise; we use a Speakers List to make space so everyone has a turn to speak; Meeting Prep (questions from membership needing answers presented to Admin & PAC beforehand); VOTING ITEM's are noted in the Agenda (these are items we will be needing a vote from the meeting participants on) and we have a Creative Ideas Parking Lot that we will circle back to at the end of each meeting - or move to the next meeting if we run out of time.

**Zoom link:** <https://comoxvalleyschools-ca.zoom.us/j/2914407602>

**1. Call to order & welcome (Emily) 5:37 pm**

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 we live, work, and play on since time immemorial.

**2. Introductions and Quorum Determination (Emily) We have quorum**

3. **Assignment of the Timekeeper (Emily) Kristen to do**
4. **Approval of Consent Agenda containing PAC Reports (Emily)**

A Consent Agenda allows for more collaborative, supportive and discussion-based meetings. Committee reports will be attached to the Meeting Agenda, please review in advance of the Tuesday PAC meetings. Any PAC Member at the meeting (parent/guardian of a child of the Denman Island Community School) may request an item be removed from the consent agenda prior to the 'motion to accept all written reports on the consent agenda' and the item is then placed on the regular agenda under New Business.

Reports that may be in the Consent Agenda are the following:

- a. Coordinator's Report - Emily
- b. Treasurer's Report - Kristen
- c. School Leader's Report - Karla
- d. DICES Coordinator's Report - Gracie
- e. Blackberry Lane Children's Center Report - Kathryn
- f. School Spirit Portfolio Report - Sara & Kristen
- g. Fundraising Portfolio Report- Lleilah & Becky
- h. Field Trip Portfolio Report - Lleilah & Leanna
- i. Academic Support & Enrichment Portfolio Report - Mitch & Jack
- j. Advocacy Tool Kit - Sara & Quinn
- k. PAC Governance - Emily, Becky, Kristen, Kathryn, Quinn

**Action:** Opportunity to remove any item from the Consent Agenda to be discussed in New Business

- 1.
- 2.

**Action:** Motion to accept all written reports on the Consent Agenda

**Motion Made By: Keith**

**Seconded By: Becky**

**VOTE: Unanimous**

**Approval of Agenda:** Motion to accept this Meeting Agenda for April 14, 2026

Added Motion to add presentation from parent KP to the agenda

**Motion Made By: Emily**

**Seconded By: Lleilah**

**VOTE: Unanimous**

**Motion to approve updated agenda:**

**Motion made by: Becky**

**Seconded by: Kristen**

**Vote: Unanimous**

### **New Business**

#### **Presentation from KP**

Parent KP has brought an issue forth concerning DICES' after school programming. He has raised this issue directly with DICES in the past. He notes sizable price increases in some after school programs and feels that this is an issue of fairness and equity in delivering programs across the community, at a time when many are struggling with the cost of everything. KP is seeking to bring awareness to this issue and asks for PAC support in communicating with DICES around the cost increases and potentially redistributing fees throughout programs.

Summary of KP's letter to PAC:

*From Spring 2025 to Fall 2025, the fees for some DICES after school programs went up significantly. For example, Flag and Flow went from \$35 for the spring term to \$100 for the fall term, a 185% increase. This increase was difficult for parents facing extreme cost of living pressures. Since January, fees have decreased compared to the fall. They remain quite variable across programs. Some DICES Community After School Programs are free, while others cost up to \$8 per class (\$80 for a term with 10 classes). DICES is supported by taxes, which everyone in the community pays. We should advocate for fairness in all school activities, respecting the fact that working parents with school age kids are facing extreme cost of living pressures at every turn. DICES offers some bursaries, which would have much less impact on the overall budget if they are absorbed in programs that all have equal, more affordable, user fees. I'd like PAC to advocate for a review of after school program user fees to make them more fair across all 12 programs, and neutral to the overall revenue collected, to maintain the fairness and equality that DICES and our Community School has always held as a core principle.*

VP Karla: DICES is working hard to increase visibility and participation in community programs. Offering free programs brings more kids in and is helpful to parents. The programs that charge fees are run by paid staff members.

KP: Wishes to raise a point about principle. Feels there has been an unacceptable increase in fees for certain programs, and it does not feel equitable. Wonders if there is a way to spread fees out across programs, including those that are currently run by volunteers?

Comments from attendees: At one time, after school programs included “suggested fees” rather than set fees, and this felt equitable, with costs absorbed through partnership.

PAC Coordinator notes that we are not able to vote at this meeting on KP’s request that PAC send a formal advocacy letter to DICES, as we are too small a group, and this should be presented more widely to the parent body. Will be included in minutes, and presented to DICES at its next meeting by Becky and Karla.

A member notes that this seems like a conflict of interest for Karla and Becky as members of DICES. Becky notes that as a DICES council member she would recuse herself from any PAC vote regarding a letter to DICES. Karla is a non-voting member of both PAC and DICES.

Action item: Concern will be raised at DICES meeting and contents of KP’s presentation will be communicated in the PAC minutes. Emily will follow up with KP regarding actions and next steps.

Parents are invited to email the PAC to comment or share similar concerns.

## 1. DPAC Resolutions to BCCPAC (Emily and Sara)

From DPAC:

- Proposed Resolution 1: Priority Boarding on BC Ferries for Student-Facing Staff
- Proposed Resolution 2: Establish Provincial Aggression and Complexity in Schools Action Team

As SD71 DPAC, we have drafted two resolutions to submit to BCCPAC for AGM consideration.

Please see attached, and please respond in support of them if you are. The first resolution is designed to support our islands, as ferry travel affects their students. The second resolution affects our systems as a whole, and is SD71 DPAC's version of a resolution made by our local Comox Valley District Teachers' Association, asking the Ministry of Education and Childcare to create this provincial committee but for British Columbia: [Inclusion Alberta - Aggression and Complexity in Schools Action Team](#)

- **Vote: whether to support DPAC resolutions to BCCPAC**

**Motion to support Resolution 1 (priority ferry boarding): Emily**

**Seconded by: Kristen**

**Unanimously approved.**

**Vote and Discussion of Resolution 2 is postponed pending further information and clarity.** Parents expressed some concern about how actions associated with this might affect disabled children and neurodivergent learners. Information we were able to find online from Alberta's program is mixed regarding effectiveness and inclusivity.

**Vote tabled to e-vote. Motion made by Emily April 24 for vote. Seconded by Kristen.**

**Motion to approve support for resolution carried.**

## **2. Afternoon Nature Program (Kristen)**

- Information sharing about a program at Royston EI (blurb included with reports at end of minutes)
- Kristen notes that this is a new program at Royston, and asks whether we could do something similar at our school, and even call on our resource library of community members to help facilitate.
  - Karla notes that we do have lots of outdoor activities in place, including the garden program for which we struggle to maintain volunteers. Asks whether there could be a way to mesh garden and outdoor programs together at our school.
  - One participant notes that nature-based play and learning is happening at our school daily.
  - Question is whether we could organize to make it a whole-school activity on a weekly basis (not just each division spending time and participating in activities outdoors) and whether we could incorporate walks to beaches, forest areas, etc.
  - Suggestion: Could PAC help organize a garden party at the school to draw attention to the need for more volunteers and opportunities to participate? Karla notes that if we have enough volunteers we could make things like this outdoor program happen. We have a very small staff, so it's hard to make it fit without volunteers.

**Action Item: Kristen and Olena to consider garden party, determine time, post on FB.**

Action Item: Kristen to gather more information about Royston's program and inquire about how it has been working for Royston Elem. and how it's structured with staff. Also inquire about how the garden is run at Royston.

### 3. ADIMS Earth Week Beach Cleanup Participation (Kathryn)

- Invitation to participate - In school or as after school parent-led activity
- Could we take kids down to beaches to participate in cleanup? Kathryn willing to volunteer to take the kids down. Claire has expressed interest in doing this with her students, and so Kathryn and Claire can connect. Cleanup happens all week from 19-24, so it could be arranged for other classes to go at different times.
- Action: Kathryn and Claire to connect. Kathryn has already booked beach space south of ferry. Email has to go out from the teacher the day before the walk so we have to know the day before. Beach cleanup on Hinton, Karla to include in the newsletter.

### 4. Food at Meetings (Emily, Kristen, Leilah)

**Vote:** Continue providing food at PAC meetings?

Agreed that we should keep some shelf-stable snacks on hand, and change model to mini-potluck style rather than making or purchasing pizzas.

### 5. DPAC Report - Highlights from April 13 meeting (Sara) Tabled. Minutes from DPAC meeting can be accessed [here](#).

### 6. Gaming Grant (Kristen, Becky)

- We received a Gaming Grant! **Will need to be allocated quickly.**
  - **Karla has requested additional funds (\$337.19) for cost of bus for whole-school trip to Fillongley. PAC allocated funds per division, so not clear how to equitably distribute funds from this to a whole school trip.**

**Motion:** to allocate \$337.19 of gaming funds to bus and the remaining \$1662.81 on end of year activity: Emily

**Seconded by:** Becky

**Unanimously approved**

- Applying for the Gaming Grant for next year - Kristen
  - Application due by June 30th. Becky and Kristen will go over application together.

## Old Business

- **End of Year Community School Spirit Event** (Emily and the Spirit Committee)
  - **Vote:** Will PAC put on an end of year event? **Yes, the PAC wishes to do this, and will pay for it from gaming and general PAC funds.**
  - **Decisions:** Who will lead organizing the event? What will the event be? When will it be?
    - Lleilah has offered to be a point person in organizing an end of year fair for the school and community. All PAC members present offered support. Lleilah needs to have a co-organizer volunteer to make this feasible.

**Action Items: Set a date, begin organizing activities, select location.**

- **Update - Denman Dragon Spirit Merch** (Sara & Kristen)
  - Kristen sent out a survey regarding what kind of merch parents would prefer. So far few responses. Should we poll kids directly?
  - Some merch has left the rack outside the office without payment. Followups happening. **Note to parents: outstanding fees for decals or clothing items may be e-transferred to [denmanpac2021@gmail.com](mailto:denmanpac2021@gmail.com).**
  - Some suggestions include a table at the market to put iron-ons directly on clothing of choice. Could we set this up at the plant sale? Have an event at the Free Store?
  - **Vote:** Bulk purchase of transfers and stickers. Unanimously approved.
- **PAC sponsored *Experience/Passion Funds*** (Emily)
 

**Question:** How to allocate funds for all-school events

**Continue discussion:** How do we want funding allocation to look in future years?

We want to be ready to allocate next year's funds at September PAC meeting.

**Tabled until next meeting.**

- **Tetherball** (Kathryn)

Available from <https://www.schoolspecialty.ca/>

- Noted that two work orders have been put in since last year regarding a tetherball pole, We don't seem to be high on their priority list, so proposing a way to get something done that won't require the district's work. Kathryn has priced out options, found good quality items that are moveable (so perhaps not requiring a work order with the district?). We could order two or three so they can be division specific. Cost is \$510.80 for two plus shipping.
- Karla: sent email to Gina Taylor, phys ed expert, to inquire about tetherball, and she will come out and help our students learn the rules. Also emailed Molly Proudfoot and asked her about installing polls. Ask of PAC: can you come up with a proposal that has price, links, etc for Molly, and make commitment to pay for installation, and then school will put in the work order?

**Action item: Kathryn to write proposal that includes cost on our end, Karla will send work order and follow through with Molly Proudfoot.**

- Note: Gina was going to try to source face masks for ball hockey kit—we should have it. Karla will email her to follow up.

- **Correspondence** - None to report

**Information items & Events:**

“Establishing Safe, Caring & Respectful Digital Communities” Mar 11, and May 13

<https://pages.saferschoolstogether.com/erase-family-session>

“Establishing Family Practices for Safeguarding Against Cyberbullying”

Apr 8, June 10 <https://pages.saferschoolstogether.com/erase-family-sessions>

Even if you are not sure if you can make it, we encourage you to register as you will receive access to resources following the event via email.

- **Creative Ideas Parking Lot Discussion**

- **Next meeting date:** Tuesday, May 12, 5:30pm

- **Adjourn 7:27 pm**

### **From Comox Valley Schools' Facebook about Royston's Outdoor program::**

- The program runs every Wednesday afternoon and provides students with opportunities to explore the outdoors through play and nature-based learning.
- During this time, students take part in unstructured outdoor play, following their curiosity, exploring the environment and building creativity and confidence in natural settings. The program supports the development of social skills, cooperation, problem-solving, independence and emotional regulation.
- Staff are present to support and guide students, with a focus on modelling positive interactions, helping students navigate social situations and build strong peer connections.
- Students are travelling with staff to local outdoor spaces such as the Royston Shipwrecks beach and the Trent River trails area, where they can explore, play and connect with nature in a safe and supported environment.
- This work aligns with Comox Valley Schools' design principles, including social and emotional learning and inclusion.

## **PAC Consent Agenda - April 14, 2026**

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### **PAC Coordinator Report - Emily Anderson**

**PAC Processes, Organization and Governance:** We continue work in the background on PAC processes, organization and governance. Goals of this work include updated Constitution and By-Laws documents, and tools to improve PAC operation, communication, and institutional memory. If you are interested in this process, please watch for a Constitution and Governance meeting to be announced in the next week or two, or email the PAC to join the committee.

**Connecting School and Community:** Our community offers fantastic potential for student enrichment. Our PAC continues to support efforts to enhance these connections and relationships, including supporting the development of a Community Member Directory. If you are interested in participating in community education, please add yourself to this directory through this link:

[https://docs.google.com/forms/d/e/1FAIpQLSfsgNW8UyBaVkWE2HVEqvathrL\\_\\_nbEXHyhp6Ha2hqjISI9Hg/viewform?usp=header](https://docs.google.com/forms/d/e/1FAIpQLSfsgNW8UyBaVkWE2HVEqvathrL__nbEXHyhp6Ha2hqjISI9Hg/viewform?usp=header)

**Division 3 Fundraising:** Division 3 Families and DICES are working with Mr. Farrow to raise funds for the D3 end of year trip to Strathcona Lodge. **Denman Trivia Night** happened on March 14, and was a roaring success. Coming up in May, the D3 students will be putting on a play called *As You Wish*. Come on out to enjoy an entertaining take on *The Princess Bride* and support our students!

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## **PAC Treasurer Report - Kristen Wright**

### **Accounts as of April 12 2026**

**General Chequing:** \$8,470.20    **General Savings:** \$2,500.52

**Gaming Chequing:** \$2,000.00            **Gaming Savings:** \$0.01

**Remaining amount from donations since 2024:** \$10, 688.08.

- \$650 was used in June 2025 for DICES homework club

### **Outgoing Funds Year-to-date:**

- \$8,475.00 has been allocated for all divisions in total
- \$180 in Childminding fees
- \$98.46 in food for PAC meetings, missing March food cost
- \$63.45 for iron-on patches
- \$899.92 for Taco Table supplies
  - Total outgoing funds: \$9,716.83

### **Incoming Funds:**

- \$0, no money has been received from any sales of the Denman Iron-on clothing, if you see kids wearing them, please remind the parents to send money to PAC.

### **Deposits:**

- \$2,000 into our gaming account from our 2024/2025 gaming grant

**Update:** We currently have \$132 for the 2025/2026 school year that an invoice will be sent to the school for reimbursement next year. The district gives the school money in January for PAC. With that, we are over \$48 in childminding fees for the year with April, May and June meetings still to come. In total \$138.00 for childminding fees coming out of PAC funds for the year

**Completed Action Items:**

- Div 1, 2 & 4 have received their \$4,000 for the shared Field Trip/Passion Fund.

**Pending/Ongoing Tasks:**

- Getting items organized for the Gaming Grant, application opened April 1 and will close June 30, once submitted we will hear by September 30. Late applications will be contacted by March 31. I am still working on a step by step guide for the gaming grant application process in particular. However, my hope is to use it as a template for all grant applications, who doesn't love free money! Becky and I will be arranging a meeting to get the Gaming Grant application started
- Collectively working on a budget for PAC.
- Forever improving and updating our PAC ledger to be able to track finances in a more efficient manner and then be able to pass the ledger template on to future PAC treasurers.

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**Denman Island Community School DPAC Representative - Sara**

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**Spirit Committee Report - Kristen Wright**

**School Spirit**

- Poster has been displayed on PAC board and welcome board in school as of March 2 2026. A poster was attached in the school newsletter for the last few newsletters.
- Denman Dragon apparel survey has been sent out on 2 different newsletters as well as posted in the PAC parent facebook group with very low traction. Please, take a moment to fill it out. I will open it up to the community as well for more input.

## **School Calendar**

- I have the listed completed and will be meeting in more detail with Karla about the different ideas during this week (schedules permitting)
- April 30th has been announced as Autism Acceptance Day. I have a poster that will be sent to the school for the newsletter. This will include ALL remaining spirit days that are currently scheduled
- Mr. Farrow has asked that a member of the school spirit team go into the DIV 3 class towards the end of the year to go over all the different ideas and have the DIV 3 class vote on options/ideas. In efforts to support student led initiatives and leadership and have the days be authentic and meaningful to the students. I am happy to do this!

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## **Vice Principal Report - Karla Neuffer**

Welcome back from Spring Break, I hope you all had a lovely time with family.

Thank you to Gracie for organizing our school Egg Hunt, the students were highly skilled egg finders! We had a lot of fun.

Thank you to Kaila and Brittany for working in the garden and sharing a sunny afternoon with us.

As requested, I have shared the school Handbook from 2010.

There is a large collection of Lost and Found, we will wash it and donate to the Free Store at the end of the year.

Below is a list of upcoming events, please let me know if you have any questions. It is subject to change, as are many things ❓❓

Upcoming:

April 16 Class photos

Apr. 17 Switch up your Style

Apr. 20 Dental Hygienist, Div 1 and 2, 9 am

Apr. 21 The great big crunch

Apr 22 Bike Coalition, Hornby gr 4-5s

Apr. 24 Author visit, Margriet Ruurs, each class 1 hour  
May 1 Fourth R dance performance, 1 pm  
May 4-14 Gymnastic Equipment  
May 4 Track and Field  
May 6 Let's Talk Science presentation  
May 7 Div 3 Play  
May 8 Upcoming Kindergarten students visit class, 1 pm, Div. 3 Play  
May 14 Big House, gr 3-4  
May 15 Pro D, no school  
May 18 Victoria Day, no school  
May 19-21, Strathcona Field trip, Div 3  
May 27 Polsen Moose Band, afternoon in the library  
May 28 Spirit Day, Rainbow theme, Earthquake Drill 9:45  
May 29 Author presentation, Zoom, 9:15, whole school  
Ballet Victoria, at the community hall, afternoon  
  
June 5 Fire Drill, 1:30  
June 8-19 UBC student volunteer, community outreach  
June 18 Fillongly field trip 10:30-1:30  
June 22 Grade 7 transition tour  
June 25 Grad ceremony, 10 am  
Last day for students, reports home

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**DICES Executive Director's Report - Gracie MacDonald**

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**Blackberry Lane Children's Center Report - Brittany Smith**

Welcome to the new Centre Manager!

We are happy to welcome Aerie Thomas, commonly known as Basil on the island, as our new Centre Manager! After working as an educator with the centre for many years, they are excited to be joining the amazing team at Blackberry Lane in this new capacity. Basil is a liscensed Early Childhood Educator with nine years of experience working with children on Denman Island. They are also an avid singer, songwriter, and performing artist. We are wishing Kathryn well as she takes leave, and look forward to seeing her back in a couple of months as our Center's Executive Director.

For more information about Blackberry Lane, please visit our website: [denmankids.ca](http://denmankids.ca)

Please reach out to Aerie Thomas (Centre Manager) with any questions about Blackberry Lane programs: [denmanislandchildcare@gmail.com](mailto:denmanislandchildcare@gmail.com)

Please reach out to Brittany Smith (Acting President) with any questions for the Children's Centre Board: [thebbboard@gmail.com](mailto:thebbboard@gmail.com)