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

Meeting Minutes: Completed by Emily Anderson

Chair: Kristen Wright
Vice Chair: Val Goudreau
Treasurer: Adrien Wright
Secretary: Val Goudreau
DPAC Rep: Sara Schouten
Fundraising Coordinator: Val Goudreau-Temporarily
DICES Liaison: Becky Nykwest- Temporarily
Past Coordinator: Emily Anderson
Members at Large:, Gerli Metsar, Tahiti Rey-Linton

Regrets: None

Attendance: Becky Nykwest, Kristen Wright, Emily Anderson, Olena Starchuck, Poppy Edwards, Becky Kaulback, Tish Scott, Sara Schouten, Valerie Goudreau, Gerli Metsar, Tahiti Rey-Linton, Adrien Wright, Reed Stewart, Mike Zemaltis, Karla Neufer

ZOOM participants: None

Guests: Karla Neufer, Tish Scott
Meeting Called to Order at 6:21pm

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.	**ACTION:** not completed as it was done during the AGM.
Introductions of all meeting attendees	**ACTION:** N/A
Confirmation of Quorum	**ACTION:** Completed

Assignment of the Meeting Timekeeper	**ACTION:** Sara, 5 min/topic
The Secretary explains the Consent Agenda (Pages 12-15) which includes reports from various officers and committees. The Consent Agenda aims to streamline meetings by including reports that don't require further discussion. **Call to remove any items from the Meeting's Consent Agenda for further discussion or clarification:** - **Motion** to accept all written reports on the Agenda dated October 13, 2026 **Motion moved by:** Val **Seconded by:** Becky K **Motion:** passed	**ACTION:** ● N/A
Motion to approve the Regular Meeting Minutes dated September 15, 2026 **Motion moved by:** Val **Seconded by:** Becky K **Motion:** passed	**ACTION:** ● N/A

New Business 1. **2026-2027 Meetings** (Kristen) ○ 2026-2027: 10 Meetings/year, held on 2nd Tuesday of the month ○ What do we want done differently this year: i. Exploration of day of the week, which Tuesday of the month, timing ii. Decision - 5:30, 2nd Tuesday **IDEAS:** - **Motion moved by:** Val **Second:** Becky K **Motion:** passed	**ACTION: Re 1** ● Regular meetings will be held the 2nd Tuesday of the month at 5:30pm
2. **2026-2027 PAC Communication** (Kristen) ● Facebook Group: Do we want to do this? Who will set up and manage? ○ Question: Is there a better medium than Facebook? ○ Would an email newsletter be better? Or an email list? ○ People read the school newsletter - what about updating the PAC page in the newsletter and updating the website more regularly? ○ What'sApp groups tried in BBL to address similar need, mixed results ○ Suggestion - What'sApp groups for Members at Large	**ACTION Re 2:** ● Val and Kristen will set up a PAC email list by soliciting participation through the school parent email list ● Emily will post a paper copy of the new Constitution and ByLaws ● Tahiti will create a QR code that links to the PAC website for the bulletin board ● PAC Leadership will follow up to set up PAC mailing list via

○ Suggestion to choose an alternate platform from What'sApp and others run by same parent company that runs What'sApp (Meta) ○ Decision: No Facebook group this year ● Email List: do we want to do this? Who will set up and manage? ○ Decision: try an email list this year - solicit via an email through Isabelle ○ Val and Kristen will manage the email list ● Bulletin Board: Who will post paper info- notices, events, minutes, etc.? ○ Emily will post a paper copy of the new Constitution and ByLaws ○ Tahiti will create a QR code that links to the PAC website for the bulletin board 3. **PAC Leadership Transition Plan:** (Emily & Kristen) ● Orientation ● Bank accounts and signing authorities ○ Becky will help us navigate; Adrien will take in the documents ● Electronic documents and permissions ○ Kristen, Emily and Becky will work on this 4. **Funding Request** (Karla) ● The school has paid for the hall rental for the winter school concert, $225. Is there interest from PAC in covering this expense? **Voted:** unanimous vote in support of covering this expense	solicitation through the school **ACTION: Re 3** ● <u>Emily, Becky, Kristen</u> and <u>Val</u> will connect to do orientation and transition and organize transition of signing authority and email and Google Drive access

5. **School Garden** (Karla)

- Is there a parent interest in supporting the school garden?
    - Hard to get volunteers out
    - Grant-funded in previous years, but that grant hasn't been found in recent years
    - D1, D2, D4 spend time in the garden and Kaila (our previous ISW) is able to volunteer sometimes
    -

Discussion:

6. **2026-2027 Fundraising** (Kristen & Val)

- Christmas Craft Fair- We are signed up
    - Option to do tacos again this year or do something different
        - "Walking taco" - in a bag/bowl like nachos so people don't have to sit to eat
        - Soup and bun - "Stone Soup", "Chicken Soup for the Denman Soul"
            - Ability to prep ahead of time appealing to fit parent schedules and allow use of donated veg
        - Grilled cheese or mac and cheese
    - Can decide not to do it if we don't have sufficient volunteers
    - Fun, profitable and a good fundraiser
- What else do we need & want to do this year?

- Adrien will bring docs to the bank to transition signing authority

ACTION: Re4

- Adrien to E-transfer funds to Isabel following the change over of signing authority

ACTION: Re 5

- Sara will make a poster
- Val will take a special interest in the garden
- Olena will be the teacher lead

Action: Re 6

- Tabled to the next meeting to allow for volunteer recruitment

IDEAS: - Fun Fair? - Could it be a fundraiser this year? - 7. **2026-2027 Educational Experiences & Passion Funds** (Coordinator) ● Formerly called “Field Trip Funds”, these funds support enrichment experiences for kids, and can be used for both in class/school and outside school experiences ● Last year, $3500 allocated to D3 (largest class, big end of year trip to Strathcona Lodge); $4000 allocated to D1 and D2 and D4 together - amount based on per capita calc working back from D3 amount, allocated as a lump sum to allow teachers to work as a team on enrichment and acknowledging that $ spent does not equal quality of enrichment ● Leftover funds from last year: $3,456 remain (combined from Divs 1, 2, and 4; D3 used their full allocation). ● Decision at September meeting*:* Additional funds will be allocated by November, giving teachers time to consider what they might wish to use funds for and give input. ○ Karla: Teachers are in discussion on how to spend funds - still in the research phase ● Decision: Karla will check in with teachers again and bring more information to the next meeting to support PAC decision-making	**Action: Re 7** ● Tabled to the next meeting in November following staff meeting and finalization of experiences and trips ● **Karla** to have staff update PAC of their Passions, Experiences and trips planned for the 2026-2027 school year following their next staff meeting

DISCUSSION: How does PAC want to allocate E&P funds this year? How Much? How will allocation work? **Vote to allocate funds:** Tabled to the next meeting	
<u>Correspondence</u> - None **<u>Information items & Events:</u>** None **<u>Creative Ideas Parking Lot :</u>** ● For November meeting Regular Agenda- time for questions to Karla about the School Growth Plan which will be included in the November Consent Agenda	**ACTION**: Parking lot item will be tabled to the next meeting
TABLED TO NEXT MEETING: - 2026-2027 Educational Experiences & Passion Funds - School Growth Plan Discussion - 2026-2027 Fundraising & Christmas Craft Fair	

Meeting Adjourned at 7:01pm

Next Meeting: <u>Tuesday, November 10, 2026 at 5:30pm</u>

Motion to Approve these Minutes: Will be completed at the November Meeting