

Royston Elementary PAC

Meeting Minutes

October 8, 2025

In Attendance: Danica Payne, Andrea Braim, Richelle Lamont Berg, Graeme Hahn, Alana Adamschek, Erin Charleton, Rosa Maxwell, Harmony Dyck, Chelsea McCannel-Keene , Jesse Hansen, Brianna Matheson, Amanda Jay, Lee McKillican, Char Siddon

1. Call to Order

- a. Welcome/Introductions/Land
Acknowledgement - THANK YOU ROSA
- b. Approval of minutes: September 2025 -
APPROVED
- c. Approval of agenda/Any additions -
APPROVED

2. Admin Report

Lee McKillican/Char Siddon

- BBQ went really well - great feedback, great community builder.
- Cops for cancer - dancing! Went very well and will continue to support. Money that comes in is split between cops for cancer and Terry Fox.
- Total raised = \$1443.10
- Mr Z shaved his head - the kids loved the whole experience, the gym was going crazy!!
- Full permission for staff to create community within the school and classes.
- Thanksgiving Oct 13
- Grade 4 FSAs Oct 14 - assessments to make sure that school is hitting the mark overall. Parents and teachers will have access to individual results. A few years ago 20% of kids were below reading level which provoked change moving forward
- ProD Day Oct 24
- Fire Safety Grade 3s - Oct 22
- Wenjak Walk - Oct 20-24
- Halloween Dance Oct 29th 5:30 - 7:30pm
- Informal report Nov 7th - possible survey to send home to obtain feedback on reporting. There are a few different ways teachers are allowed to report. All are now reporting through MyEd, a few are still doing E-Portfolios as an addition.
- See Admin Report Attached

3. Presentation with Q&A

Char Siddon

- Char Siddon - CORE & parent workshops
- Her story - was teaching in Kelowna and seeing more and more challenges with getting to school and experienced a suicide with a boy she knew. More and more kids who "didn't want to be here"
- This has sparked a passion to build community amongst parents/children at the school so parents and teachers can all be on the same page.
- WHY are more children/adolescents experiencing dysregulated emotions, negative behaviours, anxiety, depression, suicide
- WHAT can parents and teachers do?
 - Understanding emotions - zones of regulation
 - Resolving conflicts (tough talks)
 - Calm Corner Strategy
 - Rest & Reset Room Strategy
- BC Curriculum: letter grades have been phased out to help students own their own learning and think about their own thinking. Many kids were graduating without the "core" competencies.
 - Communication
 - Thinking
 - Personal & Social
- Kids can google anything but they also need to understand how to be a good listener, etc..
- This is a strategic goal within the school and SD71.
- The Zones of Self Regulation - understanding emotions: Used in the classroom to give more vocabulary to describe how they feel
- Conflict Resolution - TOUGH TALKS - Grade 6's are being empowered to be tough talk leaders

Bri & Char did a mock tough talk

"I like you because....."

"I feel sad & disappointed....."

"My wish is that....."

"I heard you say....." - repeat the statements about the issue followed by an opportunity to apologize and ask for forgiveness

- A parent workshop on this topic was suggested.
- Looking at a workshop in the future
- Suggested to also have a video/zoom for parents to watch - Char would prefer it to be in person. Success typically comes from the intimate sessions
- Will need to poll interest/topics

- Char shared a list of resources - provided in the slideshow
- New Royston Report which will now be done 1/month that is in alignment with the new character development intentions with Grade 6s

4. Comox Valley School Trustee Updates

Chelsea McCannel-Keene

- Joint statement re:safety and harassment released - sent out via email
- City of Courtenay - safe travel campaign with valleyview, puntledge & courtenay el
- Associate superintendent now covers inclusive ed and indigenous learning
- Ministry announcement - removing barriers to create access to childcare in schools
 - Came out with zero funding and unclear roll out/logistics
 - Unsure how that will work in Royston with septic
 - ? cost
 - ? how many spaces
 - ? will this effect we care
 - Check in with your private childcare providers
- Royston to possibly expand to grade 7 and go straight to Vanier. Currently no discussion in front of the board.
- Consideration of current capacity at Vanier.
- Stronger case with a formal request. Write a letter (signed by multiple people) and then possibly present.
- Send directly to Jeremy
 - ? boundaries for Vanier/Highland - possibly being reviewed
 - *bus to Cumberland takes 1 hour for the kids to get to school from Killamarnock neighbourhood

5. Treasurer Report

Danica Prowse

- a. 2025/2026 Budget Review and Vote - **APPROVED**
 - **\$35k in general account**
 - Gaming Grant came in (\$22/student approx)
 - **CHANGES:**
 - Increase in school support (GCs at Christmas)
 - Decrease BBQ
 - Increase Staff Discretionary funds to use in the classroom
 - Last year we spent \$36k - we are fundraising more money than we have plans to spend
 - Suggestion to look at a long term goal to save for the school. New playground, etc...
 - Possibly PAC can do a field trip to see what is working elsewhere & ask/collaborate with teachers

- Ideas:
 - Playground structure i.e. Zipline
 - After school activities (i.e. Sports, Art and other areas of interest)
 - Water safety - swimming lessons
 - Scholarship/bursary for private psychological assessment

6. Hot Lunches/Food Distribution

Andrea/Mai

- a. 3 days per week - order volume?
 - Roughly \$100 less than normal dropping down to 3 days

7. DPAC Update

Graeme Hahn

- Homework: Thoughts or feedback on the highs and lows of K-3 literacy learnings coming home from school during your experience. Please email Graeme (graeme.e.hahn@gmail.com) or the Royston PAC

8. Fundraising

Amanda/Erin/Ashlee

- a. Website discussion and timing and execution of following fundraisers:
 - i. Radbirds Apparel -
 - ii. Royston Apparel (House Colours)
 - iii. Hot Chocolates
 - iv. Yumm Numms
 - v. Royston Roasters
 - b. Halloween Dance: Oct 29th - Planning committee needed
 - c. Gunters (HotLunches)
 - i. Start date **Mid October** Pick up is November 23.
 - d. Winter Market - **Nov 30**
 - e. Winter Concert **Dec 16 or 18**
- Available on the school store site:
 - Apparel (always on - with monthly orders)
 - Hot Chocolates (Nov 1-30)
 - Yumm Numms (Nov 1-30)
 - Royston Roasters (Nov 1-30)
 - Halloween Dance = PANAGO PIZZA was voted over pizza hut
 - Volunteers needed

9. Old Business

- a. Food Safe: **ERIN VOLUNTEERS**
- b. Signing Authority Changes

10. New Business

a. Annual Chili Cookoff - October 25 (Rosa Maxwell)

- Would PAC want to enter and challenge Cumberland PAC

b. Additional Indigenous School Logo

- A raven - looking for artist/creator interest
- Pay a fee so school owns the logo
- Display in school
- Unsure of budget - Puddle Duck spent roughly \$7k, \$3K went to the creator. Vanier had one done a few years ago - will try and source budget

c. FOOD DRIVE - extra fruit

Graeme is holding food drive at his house THURSDAY 12PM

11. Adjourn at 8:15 - Next Meeting: November 12

Principals Report Oct 8, 2025

Happenings since our last meeting:

- Sept 11 – Welcome BBQ (5-7pm)
- Sept 25 - Cops for Cancer (9:25)
- Sept 26 - Author Visit – Christy Jordon-Fenton
- Sept 29 - Orange Shirt Day
- Sept 30 – Truth and Reconciliation Day (No School)
- Oct 2 – Terry Fox Run \$1443.10 raised
- Oct 3 – Photo Day -Lifetouch

Happenings this month around Royston Elementary:

- Monday, Oct. 13 – Thanksgiving
- Tuesday, Oct. 14 – Friday, Oct. 23 FSAs for all grade 4's
- Friday, Oct. 24 – Provincial Pro-D
- Wednesday, Oct. 22 – Fire Safety House Grade 3's
- Oct 20-24 Chanie Wenjack Walk for Reconciliation
- Wednesday, Oct. 29 – Halloween Dance 5:30 – 7:30pm

Next Month:

- Tuesday, Nov. 4 – Photo Retakes
- Nov. 7TH - Informal Report coming home for all students
- Nov 10th Royston Remembrance Day Assembly
- Remembrance Day -No School
- Nov 12th PAC Meeting
- Nov 17-21 Book Fair Week
- Nov 20th Parent teacher Interviews -No school

Topics

- SEL at Royston
- Parent Workshops

PAC (Parent Advisory Council) Requests:

Royston Elementary PAC
Updated Sept 2025

General Account: \$ 34,349.18
Gaming Account: \$ 5,199.20

EXPENSE CATEGORIES	Spent 2024/25	Budgeted 2024/25	What to Approve
Bank Charges	\$ 28.40	\$ 25.00	\$ 25.00
Quickbooks Subscription (+\$307 subsidized by School)	\$ 556.64	\$ 400.00	\$ 400.00
PAC Miscellaneous (fundraising equipment, office expenses)	\$ 182.99		\$ 200.00
PAC Education(eg.Foodsafe)		\$ 175.00	\$ 175.00
PAC meeting expenses including babysitters, snacks, etc	\$ 365.00	\$ 400.00	\$ 400.00
Community Donations	\$ 750.00	\$ 500.00	\$ 750.00
In School Support	\$ 1,050.00	\$ 1,500.00	\$ 2,500.00
Welcome Back Fun Day	\$ 1,391.16	\$ 2,500.00	\$ 1,400.00
Beach Day food and supplies	\$ 1,063.54	\$ 3,000.00	\$ 1,200.00
Garden Fund		\$ 200.00	\$ 200.00
Fitness Equipment - pinnies and outdoor equipment	\$ 2,928.00	\$ 3,500.00	\$ 500.00
Hot Lunch Expenses (ie: ketchup, forks, labels, cheques etc..)	\$ 185.64	\$ 500.00	\$ 500.00
Welcome To Kindergarten	\$ 37.73	\$ 75.00	\$ 75.00
Grade 6 Year End	\$ 2,400.00	\$ 2,500.00	\$ 2,500.00
Spirit Bursary Vanier Graduate	\$ 500.00	\$ 500.00	\$ 500.00
Staff/PAC Appreciation luncheon and parting gifts (catering quote @ \$25/person)	\$ 224.00	\$ 1,200.00	\$ 1,200.00
Teacher Discretionary Funds	\$ 6,299.00	\$ 8,600.00	\$ 8,000.00
Field Trip Fund (Gaming Account)(\$20 per student)	\$ 5,520.00	\$ 5,520.00	\$ 4,640.00
1st Aid for intermediate students	\$ 1,380.00	\$ 1,500.00	\$ 1,000.00
Gym/playground Equipment			\$ 1,500.00
Calm Corner			\$ 1,800.00
Special Requests 2024/2025	\$ 11,336.60	\$ 11,736.31	
TOTAL	\$ 36,198.70	\$ 44,331.31	\$ 29,465.00
SPECIAL REQUESTS 2024/2025	EXPENSES	BUDGET	
STEM donation for Travel	\$400.00	\$400.00	
Grade 4/5 X country skiing	\$1,743.69	\$2,000.00	
Inner Explorer	\$2,205.54	\$2,205.54	
Literacy Carts	\$326.60	\$470.00	
Sound System	\$2,452.32	\$2,452.32	
IT Cart	\$1,000.00	\$1,000.00	
Lice Kits	\$307.54	\$307.54	
Gym/playground Equipment	\$2,146.38	\$2,146.38	
Ache Brazil Performance	\$754.53	\$754.53	
TOTAL	\$11,336.60	\$11,736.31	