

**Royston Elementary PAC**  
**Meeting Minutes**  
**December 10, 2025**

**1. Call to Order**

- a. Welcome/Introductions/Land
  - Acknowledgement
    - Char
  - b. Approval of minutes: Nov 2025
    - YES
  - c. Approval of agenda/Any additions
    - NO ADDITIONS

**2. Admin Report**

**Lee McKillican/Char Siddon**

- Full report attached
- Book Fair - Kids loved it and seemed to be a great success!
- Parent Teacher Interviews - looking for feedback. Reports come home Dec 19th, March 20 and June 26. Informal = parent teacher interview and portfolio sent home in November.
  - Informal meeting in Feb??
  - Is November too long to wait for the initial meet point? Some teachers are unsure how to allocate progress without sufficient time.
  - Would like a note/letter to explain that all children are “developing” until later in the year. Some parents were potentially upset not understanding the process and lack of clarity on reporting.
  - Suggestion of more time with teacher to understand the routine, and get to know the character of the teacher etc..
  - Char - in her old district, there was a meeting just before thanksgiving and an opportunity to say “here’s what i’m noticing”
  - A want for more time with the teachers - 15 mins goes so fast
  - Do parents want to know about what exactly what kids are learning, specific or topics
  - Noted that communication (emails/newsletters) between teachers is very variable
  - Have a look at reports next week and take note of what you like, dislike - all teachers have opted for myED reporting. E-portfolio is no longer.
- Nov 26th parent workshop - THANK YOU Bri and Char! Another one coming up last week in Jan.
  - Ideas: internet safety, technology, sleep hygiene
  - NEXT DATE: Jan 28th : internet safety/technology
- Winter Market - success, thank you Erin & team

- Dec 12th = Character assembly & cereal box challenge
- Next week: SPIRIT WEEK
- Hampers, school and community has been very generous
- Winter concert next week
- BC fruit and veggie program: Div 9 is taking on responsibility. Starting Jan 27th
- Call for KFN Artists for Ravens LOGO
- Cross country skiing likely jan/feb
- Jen Bell = PAC request \$500-\$650 for a collection for co-operative and non-competitive games to help with SEL = **REQUEST APPROVED**
- Security camera under the school act located at the entry. - review by the district for transparency. Signed off by Bri and Lee.

### 3. School Trustee Report

**Chelsea McCannel-Keene**

- All P & VP got together (middle school & secondary) for sexual health professional development
- 400K mandated training with Misha Oak
- BC trustees association conference = NOLOX home. 10 year anniversary from the highly toxic overdose
- Noloxon available and know how to use, understanding of role
- 2 councillors recently just saved someone
- Nov 25th gender based violence report - public facing, roadmap for reduction in gender based violence/harm moving forward
- Budget consultation feb-march, more info in jan
- Student transportation update - doesn't represent all concerns of best practice and the run around between communication pathways - want a specific meeting to voice these concerns ....active topic, DPAC will release the date for the meeting soon, and will be open for parents to attend and speak

### 4. Treasurer Report

**Danica Prowse**

- \$40,000 in account, but waiting on expenses to be submitted
- Roughly \$1500 profit from winter market
- Idea to put money towards a swim program, call tomorrow to clarify process and logistics. Potentially 3-5 sessions 1/week
- Idea to expand the playground equipment
  - ? flying fox with attachments for smaller kids to get on & inclusive swing (RICHELLE TO GET A QUOTE)
- ? covered outdoor areas with picnic tables - could the current outdoor classroom on the double field be moved - are there specific contractors that need to be used
  - Lee noted that moving may be a waste of money, not used enough by kids in any season.....save the money
- ? blackstone grill for the school events

- ? PAC shed or C-Can...need to know where it could go

<b>5. Hot Lunches/Food Distribution</b>	<b>Andrea/Mai</b>
a. Hot Dog day (leftover from Market)	
	<ul style="list-style-type: none"><li>- Next tuesday Dec 16th: will be posted on hot lunch and purchased</li><li>- Andrea will purchase extra food that's needed based on ordering</li></ul>
<b>6. DPAC Update</b>	<b>Graeme Hahn</b>
<b>7. Fundraising</b>	<b>Amanda/Erin/Ashlee</b>
a. Online store	
	<ul style="list-style-type: none"><li>i. Sales results by vendor</li><li>ii. Feedback?</li><li>iii. Pick up date: Dec 17th timing/location?</li></ul>
	Total sales = \$4000
	Feedback - Hot Chocolates did not do well, the selection was very limited....they could not offer the more popular items due to profit margin
	Approx \$750 profit from HC
	? easter assortment
	Pick up on the 17th from 12:30 before afternoon and evening concerts, meet at 11:30am to organize, Erin to print off individual orders
b. Winter Market results and feedback?	
c. Winter Concert December 17	
	<ul style="list-style-type: none"><li>i. Erin recruiting bakers</li><li>ii. Waiting on gaming license approval for sweet seats raffle</li><li>iii. Gift baskets - Brianna and Richelle</li><li>iv. Volunteers needed - Bake sale, raffle tickets (4 for each show)</li></ul>
	<ul style="list-style-type: none"><li>- Could we get around needing a license for sweet seats - possible "donation to win" and draw the winner</li><li>- Volunteers arrive at 12 &amp; 5</li></ul>

- Kids will be with parents, and 15 mins before there will be an announcement for kids to go to classrooms
- NEW IDEA: MABELS LABELS (30% profit)

## 8. Old Business

- a. Food Safe for Erin - will look at schedule
- b. Additional Indigenous School Logo
- c. Letter to Jeremy Morrow re extending Royston to Grade 7. More consultation on the why needed before we send.

## 9. New Business

- a. Holiday support for Royston EI families in need. We have 10 families needing support. We budgeted \$2500. LY PAC provided \$250 GC's and that was topped up with \$50 GC's (donated). Vote to increase budget by \$50 so that each family receives \$300?
  - **APPROVED \$3000: \$300 per family, and a few extra \$25 to be held. followed by a message from Lee that there is a little bit more if needed.**
  - Should we "advertise" to families who are looking to donate over the holidays to reduce burden on PAC
  - ? ongoing donation to a "compassionate fund" - could possibly activate a 'donation' button on the square site
  - GC to be given out this week
  - Donations from christmas concert will be used to give back
- b. Pancake breakfast Dec 19th - volunteers
  - Each class comes and gets their breakfast from the kitchen and goes back to their class
  - Needed: pancake mix, marg, syrup, whip cream, sprinkles, paper plates, forks
  - Tables to be set up in the front entrance
  - Richelle, Erin, Bri and Harmony to volunteer
  - Griddles brought in on Thursday

## 10. Adjourn - Next Meeting: January 14

## **Principal's Report Dec 10th, 2025**

### Happenings since our last meeting:

- Nov 17-21 Book Fair Week
- Nov 20th Parent teacher Interviews
- Nov 26th Parent Workshop – Parenting in our Changing World
  - Thanks to Char and Bri
- Nov 30th Winter Market –Thank you Erin and team.

### Happenings this month around Royston Elementary:

- Dec 12th – Whole School Character Assembly
- Dec 15-19 School Spirit week –email sent today
- Dec 15th EDAS delivery (Div 11)
- Dec 17th Hamper Pick-up
- Dec 17th Winter Concert – 1:00pm and 6:00pm
- Dec 19th Last Day of School for 2025

### Next Month: January

- Jan 5th – First day back to school 2026
- Jan 19th – Vancouver Island Symphony at the Sid– Gr 4 students
- Jan 19-30th - MDI Survey – Gr 5 students

- Jan 27 – May 26th – Fresh for Kids fruit and veggie program (last Tuesday of every month –exception Mar 10).

### Topics

- SEL at Royston – Celebrate Kindness Assembly
  - Kindness Quilt
  - Domino Effect – Cereal Box challenge

### PAC (Parent Advisory Council) Requests:

1. New reimagined Indigenized Royston Raven Logo. On Saturday Dec 6th we submitted an expression of interest proposal to KFN with an estimated price tag of:
  1. \$1500.00
  2. <image.png>
2. SEL Co-operative Board Games – Jen Bell \$500 – \$650

Dear Royston PAC,

I am requesting support to purchase a small collection of co-operative, non-competitive games to strengthen our school's Social-Emotional Learning (SEL) programming. These games are designed to teach and reinforce essential skills such as teamwork, communication, problem-solving, and shared success.

Our plan is to catalogue the games and house them in the school library so they can be signed out by staff and used with small groups and classes to explicitly teach and practice collaboration skills. This shared resource would benefit students across all grades.

Thank you for considering this request and for your ongoing support of our school community.

Sincerely,

Jen Bell

Learning Support Teacher

3. Early Primary – Michelle Hawkins - Play based learning request - Math manipulatives for Math centers - \$460.00 - Next month



**December Report for Royston Elementary Parent Advisory Council**

Monday, December 8<sup>th</sup>, 2025

Sending my wishes to all for a restorative holiday season,

I wanted to share some brief highlights and of recent work and advocacy in our district. As the year end nears, I also want to extend my heartfelt gratitude to all families, community and school staff for your continued work, advocacy, creative involvement and, in many cases, volunteerism for the school community. Here's a few updates to share at this time:

**SEXUAL ORIENTATION & GENDER IDENTITY MASTERCLASS**

Our governance team, along with all middle and secondary educators in our district, and with a scattering of other partners and collaborators have been taking part in SOGI Masterclasses with Mischa Oak. This is a rare professional learning experience that our district chose to mandate, with the support of the CDTA. We thank the educators for their openness and vulnerability as we continue forward in this important work. Our Principals and Vice Principals completed this training in the Spring of 2025 as well. Some key learning themes are shared below:

- *Dismantling myths about SOGI purpose.*
- *Pro Tips for meaningful Allyship to 2SLGBTQIA+ community.*
- *Understanding the history, to better inform our future.*

**BC SCHOOL TRUSTEES ASSOCIATION**

We've just returned from our provincial conference, hosted by the BCSTA where we discussed many emerging topics around student safety and systems improvement. Topics included:

- *Our Vancouver Island School Trustees Association is developing a Committee/ Working Group tasked with focussing specifically on Water Transportation, which I will be on. It is our hope we can have stronger, consistent advocacy with BC Ferries and be able to*

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*Our Purpose: To create safe, equitable learning environments that lift each learner to thrive, grow and to share their unique gifts.*

*represent all districts facing Water Transportation barriers. We look forward to amplifying the voices of Island communities who live with and understand these barriers and can best articulate their unique school community's needs.*

- *NaloxHome presented – Training of Kits and Accessibility in Schools. It has been 10 Years since the Toxic Drug-Poisoning Crisis was announced provincially, claiming an average of 7 Lives per day in BC. NaloxHome hosts Free Zoom Events and training and specifically celebrated the amount of PAC's welcoming their partnership.*
- *Panel on Advocacy/ Support for districts operating or providing space for childcare. The Ministry has appointed an Executive Director of Child Care, a new position to support this work.*

## **GENDER-BASED VIOLENCE REPORT**

- *Our Board wishes to express sincere admiration and gratitude to the Gender-Based Violence Working Group for their fulsome report we recently received; it provides a detailed roadmap through which to advance and this work in harm-reduction and improve safety overall. The document can be found in our November 25<sup>th</sup> Public Board Meeting agenda, on our District website.*
- *Our Board shared this report in Vancouver last weekend, with our Minister of Education and Child Care, Lisa Beare and with districts across BC as well. We welcome partner feedback through monthly/ bi-monthly meetings with our Superintendent to help inform capacity-building towards next steps.*
- *Our Ad Hoc Policy Committee has the drafted policy under first review at this time.*

## **BUDGET**

- *Our 2026-2027 Budget Timeline Consultation will take place between February 2<sup>nd</sup> through March 2<sup>nd</sup>. As well as a Public Engagement Session on March 10<sup>th</sup>; all engagement opportunities will be made virtual as well, and links will be available on our district website.*
- *Should you have specific questions/ insights, we always welcome them emailed as well! My email is at the bottom of this report; thank you for informing our work!*

## **STUDENT TRANSPORTATION UPDATE**

- *Though we had a presentation on November 25<sup>th</sup> around improving rider safety and the appointment of a new Location Manager for First Student, we know there have been numerous safety concerns on the rise highlighting the importance of improving our contracted partnership with First Student Canada.*
- *We are aware of many recent concerns/ specific incidents and the significant faults in communication pathways to working between SD71 Busing and First Student. Our District Parent Advisory Council are working with Senior Leadership and Trustees in addressing these gaps and strengthening our collective work to assure safety and accountability.*

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- *Should you have Busing concerns, I welcome you to include me in your correspondence with SD71/ First Student as we work towards addressing and improving Safety, Communications and Systems Accountability.*

Thank you for your continued volunteerism and support of Royston Elementary School!

With Gratitude & Gilakas'la,  
Chelsea McCannel-Keene

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