Valley View PAC Minutes

November 9, 2026 6:30pm - Valley View Library

In Attendance

Chair: Megan Norrish
Vice Chair: Chelsey Newton (absent)
Co-Treasurers: Jonathan Kisiloski & Angie Petersen (absent)
Secretary: Erica Otto
Fundraising Coordinator: Jennifer Stokes
DPAC Rep: Chantal Stagg
Trustee: (absent)
Principal: Dave Mayert
Vice Principal: Tamara Langan
Others: Lisa B, Susie G, Richard K, Martin B, Nicole D, Olena B

Meeting Notes

1. Welcome/Introductions:
Meeting called to order at 6:39 pm by Megan Norrish (chair)
Land acknowledgement – Megan Norrish
Introductions all around

2. Approval of Agenda
Approved as circulated. Jonathan Motion, Megan Second, All in favour: PASSED

3. Approval of minutes from October 2026 meeting
Minutes from October 2026 approved as circulated. Chantal Motion, Megan Second, All in favour: PASSED

4. Administration Report:

- Remembrance Day ceremony Nov 10th - choir performing
- Performances coming up: Green thumb '500 words' Nov 30th; possibly 'Poetry in motion'
- Parent teacher interviews Nov 19 - online signup went out Nov 9th (goal to allow more lead time for sign up next year)
- Cultural performance opportunity
    - Vancouver opera 'Howl" for grade 3-6 students - likely to be booked this year;
    - Kumugwe dancers (traditional Indigenous dance group) may be booked
- Elder in residence working on cultural presenters including lessons and lead up lesson plans associated with presenters (teachers signing up for specific topics based on curricular content of grade)
- School challenges with racism identified - staff working on plans for education and working with district anti-racism committee
    - Discussion regarding tools for parent self education - many online tools available
- Cross country races finished - great turnout for valley view students
- Gr 6-7 volleyball is ongoing Nov/Dec
- Jersey inventory ongoing - will get quotes for what is needed in different fabric choices
- Emergency supplies - shelves are being put in the seacan by the district
    - district will be doing audit; removing items not on standardized district content list

- Tamara will loop back once audit is complete to determine if advocacy to the district is required to keep additional supplies in our seacan; will try to identify if there is additional storage for extra emergency items

5. Trustee Report: Absent
   - New trustee's sworn in last week - will likely learn after next school board meeting who our trustee will be

6. Chair's Report: Megan Norrish
   - Halloween dance completed - well attended and lots of volunteers (kids and parents)
     - Feedback from attendees and staff positive
     - Leadership students did excellent - feedback given to Ms. Johnson
     - Space left clean, school custodian was ok with state of things – prior to friendship dance, need to give a heads up to custodian what spaces are being used before hand (plan for gym/multipurpose and pod use)
   - Maintenance/district has been asked what space is available for outdoor expenditures (basketball court, sandbox expansion etc)
     - Admin confirmed no new space available for basketball court (portables likely to stay or be replaced with other portables); district would have to approve change of existing space but possible to place a basketball court behind gym where single plastic ball funnel exists (between building and big toy)
       - Likely to require resurfacing, line painting and pole/hoop instillation
     - Request for additional sand box and sand toys from K/1 teachers – sandbox can be built adjacent to existing one
       - For toys - ERR process is bins of toys brought out by gr 7 students/leadership students for each outdoor break and those students are responsible for collecting and bringing in toys at the end - kept locked in school when not in use.
   - Chantal is organizing Winter market for Dec 5th
     - All tables booked - 32 vendors confirmed
     - Planning on contacting leadership students for help – more info to come
     - Request forwarded to see if photobooth can be set up
     - Isfeld interact club – no-charge for table at winter market in exchange for helpers on Fun day in June - okd by admin
     - Tables have been ordered
     - Food plan pending - food truck vs. in house caterer with student runners; PAC run pizza etc

7. Fundraising Report: Jennifer Stokes
   - Coupon books now completed – 169 sold for profit of $1267.50
   - Wreath/swag fundraiser – sold 25 total; $330 made, delivery of product beginning of Dec
   - Spirit Wear wrapping up November 10
   - Sourdough whisperer - Local Cookie sourdough source might be used as a fundraiser around April next year

8. Treasurer's Report: Jonathan Kisiloski
   - Account status
     - Non gaming: $13,159.35 - 2 cheques outstanding for $1630.26; Waiting on a few deposits from fundraising
     - Gaming: $12,580.70

9. DPAC Report

- Response on how to get district PAC funds – “Inservice funds” for technology/childcare/stationary etc –
    - Previously each school received $100 base +$ 1.07 per student - felt to be inequitable because need and student population for schools varies (eg: Island schools (Hornby & Denman) receive small amount given low enrollment even though they have the highest need for expenses, and Vanier (receiving the most by enrolment) had a lower need for expenses such as childcare)
    - Administrative procedure is currently being drafted and confirmed by district to roll out to schools
    - Previously funds just given to school in PAC specific line item
    - Potentially could be used for website for PAC, square site etc.
        - Led to discussion on improving PAC section of VVE website
- Response received for question of “are there funds/additional funds for filling the SeaCans for emergency”
    - Currently touring the District as they enhance the SeaCans with fresh and consistent supplies. This is now done through the District as relying on PACs to fundraise for emergency supplies is not an equitable system for emergencies.
    - Supplies for staff are covered under the health & safety of the District committees and contract & employer language.
    - Discussion on equality of the emergency/earthquake supplies and audit mentioned in admin report
- Superintendant to follow up on safe and active school initiative from district perspective
    - In July, city Council asked district to prepare 5-year implementation and capital planning framework to determine total capital investment required for participating schools. District will return to Council in fall/winter
        - VVE suggested engineering interventions:
            - Upgrade intersection of Valley View Drive and Mallard Drive: curb extensions, pavement markings, speed reader boards, potentially a raised crosswalk
            - Install traffic calming infrastructure on Valley View Drive (lane narrowing, pavement markings, and speed reader boards)
            - Improve Thorpe Avenue pathway crossing (rapid flashing beacons, curb extensions, raised crossing, improved lighting)
            - Expand the school zone on Valley View Drive past Mallard Drive
- No specific district grants for “bike racks” as part of active schools.
    - Plans available; cumberland just did new build of 2 covered bike racks
    - BC healthy communities does have grants available - info available on website to be forwarded to Megan https://bchealthycommunities.ca/
    - Discussion on parent champion for bike rack - could consider talking to kids that currently ride and talking to their parents
    - Discussion on cycling coalition ride days – rotation to each school every 2nd year – should fall in 2027 for VVE; school books and teachers sign up
- Dark mornings without time change - discussions on lights and visibility campaign
    - High visibility stickers for backpacks and wristbands; discussion on crossing guards and how these are organized, some schools require additional lighting of grounds/bus stops
    - Circiling back to city of Courtenay re: active travel and lighting
- Hospice Society has grant money for education on grief/hospice (death and dying). Grant money was initially for OD crisis – provides language and tools for teachers and

students around big feelings and big topics. Discussion on presentations available – topics may be geared toward older grades

- Superintendent report – Dr. Jeremy Morrow - District budget
    - More students with designations confirmed for this year (particularly in the online program), therefore additional funding coming – Frontline supports required 18 teachers and 10 EAs. Not sure how that will affect VVE yet. Budget conversation has been handed over to new board.

10. Other Business/Q&A
    - Local's pizza dropped by at beginning of meeting to offer services for events beyond hot lunch and offered opportunity to have money back program to the school when patrons state they are with a VV student
    - Black truck parked in lot often - has been asked to move it twice
    - Spring concert being planned

NEW ACTION ITEMS:

- Tamara – follow up on emergency/earthquake supply once district audit complete
- Dave - possible link on homepage of VVE to have easier access to PAC info
- Megan to f/u with Dave
    - Received email from Lesley Johnson requesting funding for full school access to the ACF Streaming Service
        - will cost approximately 625$ CAD annually ($1.25/student - license could be used in classrooms, after school events, etc.)
        - ran a survey with school staff on the benefits of obtaining a movie streaming service for the 2026/27 school year - response was very positive from most of the intermediate teachers.
- Megan – BC healthy community grant information – is it possible to apply for starting covered bike rack funds?

OUTSTANDING ACTION ITEMS:

- PAC funding request form process for staff (online and hard copy)- Angela working on process
- This year's wish list items from staff:
    - new basketball court with 2 baskets
    - other outdoor equipment for primary grades - a new sandbox, an outdoor kitchen; nets to play volleyball or badminton, rebounder net, spikeball, tetherball.
    - ACF Streaming service

11. Next Meeting – Monday January 11th , 2027 at 6:30pm

Meeting adjourned 8:07 pm - motion by Megan

!! We are always looking for new people to join us !!. If anyone is interested in getting more involved in the PAC on any level, please chat with us at a meeting or email valleyviewpac@gmail.com