

École Phoenix Middle School Parent Advisory Committee (PAC)

General Meeting

October 22. 2025

7pm at the Library Commons

Current PAC Executive:

President: *Sarah Neil*

Vice President: *Sophie Lee*

Secretary: *Kathryn Kirkwood*

Treasurer: *Myriah Foort*

DPAC Representative: *Dino Pagliardi and Stephen Lenio*

*The Ecole Phoenix Middle School PAC recognizes that we are meeting on the traditional territories of the
Laichwiltach, Klahoose, and K'omoks First Nations.*

1. Welcome + introductions

In attendance: Sophie Lee, Kaysie Swerhun, Stacey Toelle, Kathryn Kirkwood, Christine Jordan, Stephen Lenio, Sarah Neil, Brian Smyth, Karly Stones, Jill Fontaine, Heather Yago

Meeting called to order at 7:03

2. Meeting minutes and agenda:

a. Review and approve meeting minutes from June 19, 2025 and September 24, 2025 general meetings

Sarah motion, Sophie second ; minutes approved

b. Review and approve agenda

Sarah recommended moving DPAC report in advance of the Treasurer's report

Sarah motion, Sophie second; motion passed

3. Reports

a. Principal's Report

1. Enrollment: 642

2. Staffing Changes

- a. Allison McKinnon on Mat Leave end of October
- b. Interviewing will begin next week

3. Try Something New Day

- a. Block 2 and 3 today
- b. Staff offered a variety of different activities for students to try
 - i. Activities included: judo, bowling, hip hop, cupcake decorating, karaoke, beading and more
- c. Another example of how amazing our staff are

4. Student Learning Conferences

- a. Different formats
- b. Some teachers prefer scheduled meetings; others prefer a more student directed conference to showcase their work
- c. Happening on October 30th

5. Remembrance Day Assembly

- a. Leah Wilson is organizing
- b. Scheduled for Nov. 7, 10:30
- c. Student-led ceremony

6. Scholastic Book Fair:

- a. October Scholastic Book Fair – October 27–31
- b. Our annual Book Fair is a school fundraiser that helps us purchase new books for the library. We accept cash, cheques (made out to École Phoenix Middle School), debit, credit cards, and tap payments from phones.

7. Friday is a Pro D Day

8. Photo retakes are ready to view online

b. President's Report Would like to keep the meeting moving quickly as main focus is to go through the lengthy list of teacher requests

c. DPAC Report

Big turnover in DPAC roles. Stephen inquired as to why band and expo were exclusive this year. He was informed that schedules were made to bring band into school hours.

DPAC requests that our PAC/school decide when to use white hatter student resource that DPAC has paid for. DPAC will spend some money from their general account to cover student portion as they can only use gaming fund for parent resource. Phoenix administrators will coordinate with White Hatter to ensure

information to students will be age-appropriate as the last presentation was a bit too graphic and upsetting to some. Parents will receive a link for parent presentation via e-mail.

DPAC discussed easy fundraising program of writing the school name on the back of Domino's or BPs receipts to get 20% return for school.

d. Treasurer's Report – review and approve funding requests for 2025-2026 school year

Sarah reviewed what gaming funds can be allocated towards and handed out Myriah's excel spreadsheet with requests. Much discussion had surrounding distribution of funds to reach the greatest number of students but also supporting the most vulnerable students. Sarah motioned to accept agreed upon amounts as outlined in the attached spreadsheet. Sophie seconded. Motion carried. Budget passed with a total of \$13,950.65 allocated.

Sophie asked Brian and Karly to communicate to teachers PAC's willingness to approach local businesses for donations for school.

4. New business

a. Fundraising Goals for 2025-26 school year: group asked to brainstorm ideas for projects as well as fundraising initiatives to bring to next meeting.

5. Old business

None discussed

6. Motions

None discussed

8:39 Meeting adjourned

FUTURE DATES OF IMPORTANCE:

- Oct 24th – Pro-D Day
- Oct 30th – Student Led Conference Day
- Nov 11th – Remembrance Day STAT

FUTURE PAC MEETINGS:

- Nov 26th at 7pm

- Jan 14th at 7pm