



MEETING MINUTES **Journey Middle School PAC Meeting**

Date / time May 13th, 2025 – JMS | 7:00 pm | *Meeting called by* Journey Middle School PAC

Executive Members

Emma Shehan, **President** | Meghan Rownd, **Vice President** | Sheena Crossman, **Treasurer** | Evangelia Koutsodimos, **SPEAC Rep** | VACANT, **Secretary** | Kristy Green, **Fundraising Coordinator** | Tamila McLean, **Food coordinator** | VACANT, **Event Coordinator**

In attendance: Emma Shehan, Sheena Crossman, Tamila McLean, Jaime Eaglestick, John Mennie (Principal), Darren Russell (Principal), Meghan Rownd, Kristy Green

Territorial Acknowledgement – Meghan Rownd

Meeting Called to Order: 7:04pm

Opening Motions:

- **Motion to adjourn by 8:30 pm** – Kristy 1st & Sheena 2nd
- **Motion to approve agenda** – Meghan 1st & Sheena 2nd
- **Motion to approve April 2025 meeting minutes** – Tamila 1st & Meghan 2nd

Partner Groups:

Principal Update – John Mennie & Darren Russell

Learning Commons

Will be investing money into updating Learning Commons
Hoping to get new furniture, bookshelves, portable chairs and possibly paint
To be ready for September

Garden

Need to create sub committee, Kelly will be involved with this.

Water supply

Needs to be put in and will need to source funding
Communicate with Flourish as they promote gardens for schools

Obstacles: Water supply and summer maintenance

Action: John to reach out to Flourish

School Plan

Focus is on building positive school culture and a 3 year plan (Darren and John working together to create this)

Need more input from PAC, community, and parents

Recognize that in the beginning we will need to focus outwards, to parents and community, in order to create change

Create a Staffing Sub Committee

Need a clear statement about what is our culture

le – see something, say something, we will do something

Recognize this will take time and work

School has been stuck with inability to create long-term plans for a while. John's placement provides opportunities to begin long-term planning and structural changes

Staffing

There were originally 21 layoffs

Have filled 12 positions – majority are re-hires, everyone has been at Journey previously

Makes a huge difference and shows that people want to be here

Question – Will all classes have permanent teachers next year at the start of September?

Goal is to have every class position filled for September

Used to start every year with TOCs

The District has already hired 130 teachers since April

Structure and consistency to start off the year is the goal

Almost all teachers will be in same positions for next year

Would like to bring back Meet the Teacher night

Great opportunity for connecting with community

Need for someone to contact everyone

Tables for: Police community liaison, counselling services/ Sea To Tree, parent resources, and PAC

Recognition

Bus Driver Appreciation – **May 23**

Also have Teacher and Administrative Assistant Appreciation Days

Recognize that there is no special day for Custodians or EAs

We want to do All Staff Appreciation on that day here with tea/coffee

Request for Funds – TBD (later in the minutes)

Blended Learning request for funding for pickle ball –

Next year blended learning will be held at Spencer School. Doesn't make sense to fund the program with supplies for the last few weeks of school. John will help make sure the class can access the pickleball supplies from the P.E. supplies.

District Social Media – Christa McGilvary

PAC has been doing excellent job redirecting people to Admin on facebook.

Need to share good news stories and calendar events

Brag post after meetings

PAC needs a Social Media or Communication Liaison

Believe this might have fallen under Secretary duties

Person who's focus is to liaise with school secretary and help share info out

Could create a new role for social media posts and follow ups only.

ADST

Starting next year will be implanting fees

Will enable better programming and options

There will be support for people unable to pay

Will be updating Makerspace ADST and move more into hand tools and away from larger equipment (ie – bandsaws)

Lobby Bin – Noon Hour Supervisor Sign Out

Discussion by group and consensus was:

Replenish & enhance individual classroom ball bags

Purchase larger items (ie – spike ball sets) to be shared within the 4 Neighbourhoods. Each neighbourhood will

have their own set of larger playground equipment/ games used for recess and lunch.

Teachers will work out a system where they share among each neighbourhood.

Put in place for September

Vote not necessary – will use lobby bin monies to update teacher ball bags and purchase neighbourhood community items

Treasurer Report: Sheena Cressman

Gaming Account: *not available*

Opening Balance: \$ 17,835.14

Closing Balance: \$ 17,635.14

Available Funds: \$ 9,443.40

General Account:

Opening Balance: \$5272.74

Closing Balance: \$7773.20

Available Funds: \$6393.20

Playground Fund Account:

Opening Balance: \$3272.12

Closing Balance: \$3270.17

Available Funds: \$

Krispy Kreme

*error on e-transfers where money was labelled as from “Dunkin Donuts”

2 large e-transfers

Potentially made \$1255 after paying for donuts

Kristy might not do this fundraiser again unless more volunteers can be secured ahead of time.

West Coast Seeds - waiting on cheque to come in – expected mid-may

Salish Sea field trip and payment is completed

Most teachers have used all their CE funds

Few outstanding CE funds remaining but there are some receipts that have been submitted

Dielmans’ –will be used to pay for Water Bottle Refill Stations which will come out of the General account. So no necessary to move out of this account.

Playground account

Consider closing and moving funds to another account

is generating fees every month

Board Game Café

Bus transportation has not been paid

Need to follow up with school to see if they paid

Funding Request: Kailee Purnell, Mystic Beach – June 17th

6 Divisions going and need funds for bus transportation

Who has CE funds available?

Mclean (\$200)

Van Hooydonk (\$200)

Chloe Wade (\$75)

Vote not required due to using CE Funds- **\$475 Available**

Mr. Van Hooydonk – Mountain Biking Exploratory class,

Need funds for bus to Langford bike park, waiting for Funding Request from teacher. Kristy informed him of the funding available.

General Account

Actual balance is \$6393.20 (after pending items)

May 12 - balance in bank \$8934.25
Shouldn't be too much more coming out as end of school year

Gaming

A lot of movement
Currently \$9394.40 available – could be more stuff coming out
Need to update budget before next meeting

Salish Sea Field Trip – cheque outstanding
Classroom concepts – finished
 Need signature
Wobbly stools ordered today
Stools out of pocket expense – waiting for reimbursement but will be a cheque later

Gr. 6 Vaccines – June 5th

Tamila and Emma to get snacks
Money set aside: can come from Grade 6 Field Trip Fund.

Rainbow Parade – June 5th

Receipts coming in – cheques to be sent

Makers Space replenished
Emma has receipts to return to Sheena.
Will refund teacher for \$1000

Jerseys for Teams has been spent.

Indigenous Department has purchased Drum Kits

Request for \$500, total project is \$1200. Already budgeted \$500.

Grade 7s – Celebration Day coming up this week.

Reminded about funds and was discussed
 Bannock, rock painting and slahal sets

Grade 6s – Aylard Farm Trip – using the Grade 6 Field Trip gaming funding.

Discussion to move leftover funds from Gaming 2024-25 and allocate to Playground Fund. Evaluate at the end of the year. Will need to vote.
Will still have the General Budget for classroom funds
Could save 3 - 4 lines in Gaming for certain items, miscellaneous funds.

Funding Request – Staff Appreciation Day

Coffee, Muffins, Donuts, bags for bus drivers
Purchase coffee carafes, cookies, Buble, snack bags, Costco snacks, chocolate and Thank You card from PAC and parents
 Place in Staff Room & EA Break room for Recess/Lunch
 Bus Drivers - School doing something in morning

Action Item: Emma to talk to school about morning plans and potential numbers.

Action Item: Tamila will purchase supplies.

Motion – to spend \$300 to purchase Snacks, Coffee and a Thank You card for Bus Drivers and EAs.

1st – Kristy, 2nd – Tamila – **Approved** (Funding can come from General Budget: PAC Supplies)

Munch-a-Lunch – May 16th

Old Business:

Bottle Drive

Cancelled due to lack of volunteers

Funding Request for Blended Learning Update re: Pickleball sets

– see above.

Playground Proposal Update

2 elements:

Hard elements would include things like spider climbing and swing sets

Want to approach District for funding the full amount.

Nature Space – funds available right away

Admin to decide on placement – suggestion made for where monkey bars currently are

SPEC needs equity with schools within district and this has been brought up with them before

Meghan to create a proposal with a clear idea of what is being asked for in terms of accessibility and bringing the school up to district standard

New Business:

Staff Appreciation Day – Friday May 23rd

Funding request to approve \$150 for buying coffee, muffins and donuts

See above approval

Funding Request: Div 13, 16, 19, 20, 21, 22 Field Trip to Mystic Beach on June 17th

See above – use CE Funds so no vote necessary

Water Bottle Refill Stations

\$5,183.35 Quote presented for:

New fountain with refill station built in

Can provide chilled water

Other options:

Existing fountain with refill station added

No chilled water

Add-on fill spout for classroom sinks

*details to be emailed to President

Suggestion: is for one new fill station and get lower cost tap add-ons later if needed.

Funds currently available: \$3,628.39

Motion to approve remaining funding of \$1554. 96 be put towards water bottle refill stations to cover the cost of the quote presented.

1st – Sheena, 2nd – Kristy - **Approved**

Note: Funds will come from the General Budget, leftover funds (ADST unspent funds can cover the amount needed).

Grade 8 Dance – TBD

DJs

Sound Choice (less expensive but not available weekends)

Chris Pointer (more expensive)

Suggested Date: Tue, June 25th (Ceremony day)

Suggested Times: 3pm – 5pm or 6pm – 8pm

*Need date from school and check gym availability with Barb

PAC funded event but will need parent volunteers, perhaps some grade 8 teachers will attend as well.

Sign in/out

Students required to stay until parent pick up

Once signed out are done for the night (no in and outs)

Journey students only

Pizza, Concession & Photo Booth

Funds available through Gaming

Grade 8 Year End Trip

No trip planned this year

Would be nice to make annual event going forward

PAC interested in potentially funding independent trip. Lia is polling parents online to gauge interest and different locations. No update from her yet.

Grade 8 Ceremony – Tue, June 25th

Staff had asked if PAC would run a photo booth and serve snacks

Would need to have parent volunteers which will be hard to come by as parents will want to be part of the ceremony

Could purchase sheet cakes from Costco

Last Day of School - June 26th

School-wide BBQ and year books

Will need parent volunteers

BBQs might need replacing

Check condition (in PAC sea can)

Use Carnival games

Funds - Gaming

Native garden plans in the front yard and in the backyard, raised beds

Placement:

Front entrance where there is a neglected garden that originally was put in to honour former principal Lori Sikowski

Concept:

Medicinal garden

Elders to come in and do planting with Nuts'ama'at Committee (Terry Hayward) and Opening Ceremony

PAC assistance with weeding and creating borders

Suggest education pieces in garden

Suggest education on protocol for interacting with medicinal plants and to be brought to teachers/students

Suggestion – Garden showcasing hardy indigenous plants instead of a medicine-specific garden

Coast Salish teaching relayed to PAC is that medicine is supposed to be found when needed not planted for convenience.

Medicine is something that needs to be treated with respect and care. If it is disrespected, neglected or used in a wrong way there is the potential for harm.

Funds - Gaming

Potential for donations from Elevated and Sooke Soil

AGM – June 10th

Action Item: Emma will try to email Gr. 5 parents to get new recruits.

Announcements & Adjournment:

Next Meeting – June 10th, 2025, 7pm in the Library – **AGM and voting on Executive Positions**

Adjournment: 20:42