



École Intermédiaire
LANSDOWNE
Middle School



**PARENTS
ADVISORY**
COUNCIL

AGENDA

28 January 2026

18:00 – 19:30

South Campus Library

- Territorial Acknowledgement
- Welcome, Introductions, and check-in
- Approval of Agenda
- Review of last meeting (minutes not attached)
- Approval of May and October minutes

- Reports
 - Chair
 - Treasurer
 - LMPA Liaison
 - VCPAC Liaison
 - Lansdowne administration

- New business
 - Faculty funding requests (see attached)

- Next meeting 25 February (North)
- Adjournment

Attendees: Rosemary McCutcheon (Treasurer), Bijan Ahmadi (Chair), Hilary Hope (Secretary), Laura Siberry (LMPA Liaison), Anne Valikoski, Sarah Hostettler, Gillian Braun (Principal), Micah Seaberg (vice-Principal : North)

6:04 call to order / acknowledge territory

Addition to the Agenda:

- New funding requests
- Beth Richardson is leaving at end of term, would like to discuss acknowledging her contributions

Agenda / minutes moved by unanimous consent.

Today is AGM, last meeting of the year. During the AGM we elect new officers for next year.
Budget approval in September.

Laura: did we receive any interest online for joining the PAC officers?

Election of Officers:

- Chair: Bijan Ahmadi voted by unanimous consent
- Treasurer: New volunteer has come forward Melissa Donaldson. Will nominate her in at September meeting
- Secretary: Hilary has stepped down. Anne Valikoski voted in by unanimous consent
- LMPA Liaison: Laura has stepped down, looking for nominations
- VCPAC Liaison: Carlene Nex is our current representative, but that role needs to attend the PAC meetings as well as VCPAC meetings.

PAC Presence at Upcoming Events

- Anne will attend Wednesday June 4th Grade 5 intro night at South as the PAC representative. Bijan will bring all of the supplies.
- Thursday June 12th is Final Concert, would like to have PAC table there. Anne can come for grade 6 concert (6-6:45) and Laura (6:45-7:30) can come for 7/8 concert.
- Gillian Braun: Grade 6 family night on June 24th. Will add a slide to their slide deck promoting PAC opportunities.
- Gillian: Wednesday Sept 17th is meet the teacher night 5:30-6:15 (South) 6-6:45 (North). PAC would like to have a table of representation there.

Chairs' report:

- Nothing further to report

Treasurer's Report:

- passed around last financial statement
- Actuals: \$9163
- Had anticipated carrying forward around \$5000
- Club & Teacher requests: Committed \$5000 but only \$3000 has been accessed so far
- Have to apply for the gaming grant before the end of June, Rosemary would love to show the new Treasurer how to do that
- Gillian: can confirm they have ordered \$9,993 worth of earthquake supplies. Will be spending the \$ allocated towards grade 8 celebration.

LPAC DRAFT MINUTES 28 MAY 2025

- Have ordered logo hats for teacher appreciation gifts
- Laura: there was a soft ask from Lego League last meeting. Are we going to communicate our response to them? Bijan: their ask was large (approx \$1000), and disproportionate to the number of people involved. Would like to remind them of fundraising opportunities (ie. Kernels)

LMPA Report:

- 2 opportunities to have PAC table and LMPA at upcoming events.
- Request clear communication between PAC and LMPA regarding fundraising so we don't overlap

VCPAC Report:

- final meeting (AGM) was postponed from April to May, then postponed again. No word since from VCPAC
- BCCPAC: nominations for by-election for secretary and 2 director positions. We are voting members of VCPAC, and VCPAC has our proxy vote

Administration Report:

Micah:

- Rainbow week was big initiative. Lots of discussions about 2LGBTQA+
- Grade 8 students Camosun College visits (hands on). Camosun has also come here for Grade 7 sessions
- May 15: Transition day and Moosehide campaign
- ProD Day had indigenous base to it.
- Boys Club Network. Looking for opportunities for boys to come together and have access to mentors. Already have a group for girls.
- Finishing off grade 8 transition meetings with high schools that we feed into.
- Competed in rugby championships. 60 kids (boys and girls) participated.
- June 4th track and field city championship
- Friday: Grade 8 survivor hosted in gym: 30 teams with several different activities and challenges

Gillian:

- CC day coming up
- End of year clean up: Library books need to come back, Chromebooks
- June 20: National Indigenous Day: many classes going on field trips that day but going forward it's important for us to all be together at the school acknowledging & celebrating that day
- Grade 8 celebration day: June 25. 250 grade 8s graduating, 30-40 staff, allowing 2 parents to attend.

Funding Requests:

- Inclusive Learning students group of 15: approx \$1500
 - \$780: Positive Connections Landa Fox does small group sessions for special needs students teaching consent, boundaries, sexual health, etc like Island Health does.
 - Voted unanimously to provide \$500
 - \$720: 2 trips to go rock climbing at UVIC Carsa centre with CanAssist staff member.
 - Voted unanimously to provide \$500
- Grade 8 Survivor: requested \$100. Voted unanimously to provide \$100
 - Represents 1/3 of the student population.
- Lauren Marcus Drama teacher: want to do Beauty & the Beast Junior Musical: requesting \$1000 to cover the cost of licensing and materials (scripts, permissions). Voted unanimously to provide \$1000.

New Business:

- Teacher appreciation Day: Gillian's suggestion is Tuesday June 17th at 9:45am. Bijan will organize
- Rifflandia has created a code to give back 15% of the ticket purchase back to Lansdowne PAC. Bijan will provide to Sandra to add to newsletter. Put out flyers at the music nights.
- Parent Education: Bijan will get the ball rolling and vote in September Meeting
- Beth Richardson leaving gift: Bijan will look at the budget for that from last year and would like to match that again for this year. Remembers it being around \$150

Next meeting September 24th (North)

Adjournment at 7:32pm

LPAC DRAFT MINUTES 15 OCTOBER 2025

Attendees: Bijan Ahmadi (Chair), Melissa Donaldson-Blanchette (Treasurer), Satnam Sidhu, Sahara Gillian Braun (admin)

Call to order: 6:05 p.m. with acknowledgement and introductions

Agenda approved : September minutes approved, May minutes deferred until next month

Reports

- Chair
 - Oak Bay High (w/ Monterey and Lansdowne) Parent Event : Screenagers
 - Funding confirmation
 - VCPAC request to withdraw membership
- Treasurer
 - Presented current financial statement \$15,340 from gaming plus \$3500 in donations
 - Considered standing line items and regular funding requests
 - Treasurer will work with Chair to establish budget for next meeting
- LMPA liaison and VCPAC liaison (vacant)
- Admin
 - Gill provided an update from the school which was interesting enough for me to forget to keep notes; however, included in update were:
 - Photo day retakes
 - earthquake drill, 16 Oct
 - Terry Fox run
 - Hot lunches (and how they fund student activities)
 - Orange Shirt Day and National day for Truth and Reconciliation
 - FSAs will run (grade 7) from 1 Oct – 8 Nov
 - Drop Everything and Read
 - PT conferences (22-23 Oct)
 - Wendy Zhao (accounts clerk) has left the school

Funding Requests:

- Eco Ed : Community Field Trips (\$4000) : will explore other funding
- Library : Authors and Illustrators (\$4000) : will explore other funding
- Drama Dep't: Spring Musical Production (\$1000) : will explore other funding
- Intermural Sports : Team Uniforms (\$1000) * **funded**
- School admin : Outdoor equipment (\$300) * **funded**
- C. Dorian Gr. 8 class : Stage Lights (\$200) * **funded**
- Foods Room : six kettles (\$120) : will explore other funding
- Baking Club : supplies (\$400) * **funded**
- Craft Club : supplies (\$200) * **funded**
- GSA : supplies (\$209.92) * funded * **funded**

Meeting Adjourned (7:15 p.m.)