CINNABAR VALLEY PAC MEETING MINUTES

The following information constitutes non-verbatim minutes of the meeting. Written clarification or corrections should be addressed to cinnabarvalleypac@gmail.com.

DATE: Tuesday, September 15, 2026
LOCATION: First General Meeting – Cinnabar Valley Elementary Library (In Person)

IN ATTENDANCE:

Members: Mandy Rositano and Thea Rouble
Executive: Andrea Cross (Co-Chair); Leanne St. Thomas (Co-Chair); Monica Pearson (Co-Treasurer); Caroline Evans (Co-Secretary); Tracy Crawford (Member at Large); and Sam Whyte (Member at Large)
Staff: Colette Young (Principal)
Regrets: Tanya Whyte (Co-Secretary); Josh Williams (Co-Treasurer); Anna Merrifield (Fun Lunch Manager); and Alanna Wrock (Member at Large)
Quorum: Present

WELCOME:

- Meeting called to order: 6:32 PM
- Additions to the Agenda: None
- Corrections to June 2, 2026 minutes: *"Approval of April 7, 2026 minutes: Skipped for now."* Corrected to "Approval of May 5, 2026 minutes"
- Approval of May 5 minutes:
    - **Moved**: Sam Whyte
    - **Seconded**: Tracy Crawford
    - **Passed**
- Approval of June 2 minutes:
    - **Moved**: Sam Whyte
    - **Seconded**: Tracy Crawford
    - **Passed**

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CINNABAR VALLEY PAC MEETING MINUTES

TREASURER'S REPORT:

Attendees reviewed the current account balances, including income and expenses.

Cinnabar Valley Parent Advisory Committee - Treasurer's Report

Reporting on: Aug 1 - Aug 31, 2026
Report date: Sep 15, 2026
Reported by: Monica Pearson

Treasurer's Summary	General	Gaming	Grade 7 Grad	Playground	Petty Cash
Statements July 31, 2026	**$21,141.06**	**$12,544.32**	**$8,168.65**	**$40,135.19**	**$300.00**
Total Income	$6,328.26	$0.00	$0.57	$8,362.05	
Total Expenses	-$9,924.71	$0.00	-$6,328.26	$0.00	
Calculated Aug 31, 2026	**$17,544.61**	**$12,544.32**	**$1,840.96**	**$48,497.24**	**$300.00**
Statements Aug 31, 2026	**$17,554.61**	**$12,544.32**	**$1,840.96**	**$48,497.24**	**$300.00**
Outstanding Cheques	-$1,855.07	-$2,475.61	$0.00	$0.00	$0.00
Outstanding Transfers	$0.00	-$920.00	$0.00	$920.00	$0.00
Approved Allocated funds	-$175.00	$0.00	-$840.00	$0.00	$0.00
Available funds	**$15,514.54**	**$9,148.71**	**$1,000.96**	**$49,417.24**	**$300.00**

- Approval of Treasurer's Report as presented:
  - **Moved**: Monica Pearson
  - **Seconded**: Sam Whyte
  - **Passed**

ANNUAL BUDGET:

Per Section 7, Article 2 of the Constitution & Bylaws, the Treasurer prepared and presented "a budget and tentative plan of expenditures for approval prior to the end of November." The attendees reviewed and discussed the 2026 – 2027 Proposed Budget.

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Cinnabar Valley Elementary Parent Advisory Committee
2026-2027 Proposed Budget

Date: Sept 15, 2026

Treasurers: Monica Pearson, Josh Williams

Oct 1 2026	Balance Forward Sep 1, 2026	$	80,737.13	
Oct 1 2026	**Bank Account Balances**		**Aug 31, 2026**	**Available**
$13,387.43	GENERAL	$	17,554.61	$15,514.54
$6,528.62	GAMING	$	12,544.32	$9,148.71
$4,219.02	Grade 7 Grad	$	1,840.96	$1,000.96
$29,581.35	Playground	$	48,497.24	$49,417.24
$107.00	Petty Cash	**$**	**300.00**	$300.00
$53,823.42	Total Accounts Aug 31, 2026	**$**	**80,737.13**	**$75,381.45**

INCOME			**Projection 2026/27**
Gaming:	[1]	Gaming Grant	$ 4,780.00
$ 14,780.00		Gaming - Fundraisers	$ 10,000.00
General:		Fun Lunch	$ 9,000.00
$ 17,000.00		Misc. Fundraisers	$ 3,000.00
		Event Activities & Concessions (eg. Winterfest)	$ 5,000.00
		Collected Donations / Business sponsorships	$ 1,000.00
Playground	[2]	Playground Fundraising	$ -
	[2]	Playground Gaming Fundraising	$ -
Grade 7 Grad	[3]	Grade 7 Grad Fundraising	$ 5,000.00
		Bank Interest	$ 20.00
TOTAL			**$ 37,800.00**

EXPENSES			**Projection 2026/27**
		25/26 reconciliation (fun lunch, SD68)	$ 2,000.00
Enrichment (Gaming)		Annual field trips (Div 1/2/3 skate, Div 7/8 swim bus fees)	$ 2,500.00
$ 15,500.00	[5]	Classroom enrichment activities / bussing ($400/division x 10)	$ 4,000.00
		School enrichment activities (Sport, Music etc.)	$ 3,000.00
		Special Events (Event Prizes, Pumpkin, Talent, Spring, Parents)	$ 4,000.00
		Club, sport, music equipment	$ 2,000.00
Materials (Gen)	[4]	Classroom materials ($250/Div/semester - 10 Div)	$ 5,000.00
$ 12,000.00		School materials (Principal, ISTs, Resource etc - $250/sem X 6 allocat	$ 3,000.00
		Library: Bookfest and Books	$ 1,000.00
		Teaching supplements: subscriptions etc.	$ 3,000.00
Other (Gen)		Miscellaneous (PAC Administration, Fees, Spirit Wear)	$ 2,000.00
$ 3,000.00		Donations (Bursaries, community support)	$ 1,000.00
Playground	[2]	Climbing Structure and Installation	$ 50,000.00
Grade 7 Grad		Grade 7 Grad	$ 5,000.00
TOTAL			$ 87,500.00

Projected Balance Sep 31, 2027	**$**	**31,037.13**

Notes

1 To be confirmed

2 Management of the Playground Budget is delegated to the Playground committee [Primary contact Anna Merrifield], within the the following parameters:

- the purpose of this is to raise funds for playground improvements; the goal of the 26/27 year is to install a climbing structure with the accumulated funds.
- may spend up to $750 for the purpose of recoverable fundraising expenses.
- must seek approval from the PAC to spend on non-fundraising expenses.
- must not allocate more than available funds at any time, and
- receipts and income must be provided to Treasurer in the month in which funds are spent.
- all moneys associated with licenced gaming events must remain in the Gaming Account until used.

3 Management of the Grade 7 Grad budget is delegated to the Grade 7 Graduation Committee [Primary contact Undetermined Aug 2026], within the the following parameters:

- the purpose of this is to raise funds for and provide a Grade 7 graduation party and 'grad bag' loot bags.
- must not allocate more than available funds at any time, and
- responsible for connecting with the Treasurer to avoid overspending
- receipts and income must be provided to the Treasurer in the month in which the funds are spent

4 Funds provided to SD68 Division accounts for discretionary classroom materials: 10 Divisions plus Library, IST and Principale within the following parameters:

- PAC provides funds on a semester basis to SD68, and is dependent on available funds.
- Record of receipts must be available to the PAC Treasurer.
- Non-consumable materials (Eg. books, games) must be identifiable as PAC property.

5 Funds allocated to CVE Divisions to support in-school or out-of-school enrichment **activities**, such as field trips, presentations, or special activities:

- PAC recommends a target of $400 per division to encourage equity
- Cannot apply to the purchase of goods (materials)
- Teachers may apply to Principal for approval to use up to $400/Division/year; approval must be shared with PAC monthtly and receipts shared with the Treasurer.
- Teachers may apply to PAC for requests above the $400 target in the second semester, and will be reviewed in regards to available funds.

- Approval of the 2026 – 2027 Proposed Budget as presented:
    - **Moved**: Monical Pearson
    - **Seconded**: Sam Whyte
    - **Passed**

PLAYGROUND UPDATE:

Andrea Cross shared the playground update. The committee heard that the allotted funds have been raised (see 2026-2027 Budget) for a new climber to be installed at the school. Based on the proposed/approved 2026 – 2027 Budget, further playground fundraising is not scheduled at this time. A meeting has been scheduled with the district to move forward with designated structure location installation and installation contractor approvals. D.B.L. Disposal Services Gravel Mart to donate 8 ½ yards of the site location gravel.

FUN LUNCH:

Andrea Cross shared the Fun Lunch report on behalf of Anna Merrifield. The committee heard that the MunchaLunch platform has been updated with positive feedback for streamlined order entry and ease of use. The following Fun Lunch dates are live for order via MunchaLunch https://munchalunch.com/login:

Date (2026)	Vendor
September 25	Local Pizza & Booster Juice
October 2	Original Joe's
October 9	Subway
October 16	Pita Pit
October 30	Local Pizza & Booster Juice

- **Volunteers needed!** We are looking for volunteers to help with Fun Lunch on Fridays. Helpers needed to pick up food from the vendor and deliver to the school or help sort out the lunches for delivery to the classrooms. A volunteer registration form and criminal record check is required via an online application (criminal record check is valid for five (5) years):
    - **Volunteer Policy & Registration Form:** https://www.sd68.bc.ca/document/704-2ap-volunteers.pdf
    - **Online application:** https://justice.gov.bc.ca/eCRC/home.htm
    - **Access Code/ID Number:** UQ4T7XXBHE

  This doesn't have to be an every-Friday commitment, help as you can! If you are able to volunteer please contact Anna Merrifield at annasmerrifield@gmail.com.

CINNABAR VALLEY PAC MEETING MINUTES

SPIRIT WEAR:

Andrea Cross shared the Spirit Wear update on behalf of Anna Merrifield. The committee heard that Spirit Wear will soon be available for purchase on MunchaLunch. Items available for purchase will be t-shirts, hoodies, sweatpants, etc. Sizes will be available for Youth – Adult. Personalization will also be available.

OLD BUSINESS:

- None.

NEW BUSINESS:

- **Thank you Ryan!**: The committee discussed Ryan Cullen's "retirement" effective September 14. The committee shared their heartfelt thanks to Ryan for his years of volunteer service as our before and after school crossing guard at the Extension and Richardson's Road cross walk. Thank you for keeping our children safe. A thank you card to be prepared and presented.
- **Apple Fundraiser**: Monica Pearson announced our return to an exciting fall fundraiser. We have partnered, once again, with Sun-Oka Fruit Farms to sell their delicious farm-fresh apples. These are not just the ordinary apples we are used to getting in our grocery stores. These are the highest quality apples available anywhere. With each box sold our PAC will raise $8-10 towards our annual fundraising goals. Apple sales are now open and close on October 6. Delivery on October 15. Click this link to purchase: https://fundraising.sunokafruit.com/seller_1/082574449/org-campaign/cinnabar-valley-elementary-pac-harvest-2026
- **Sidewalk Chalk**: The committee expressed thanks to the Executive members and their families that came out to decorate the school pavement to welcome our students to the 2026-2027 school year.
- **Coffee Meet & Greet**: Thank you to all the parents that came to enjoy a free cup of coffee and took a moment to visit with Teachers and PAC executives. What a fun way to start off the school year!
- **Winterfest**: Andrea Cross announced planning and organizing for the Winterfest has begun! This annual event will be sure to ring in the holiday season with s classroom crafts, games, prizes and so much more. **Volunteers needed!** We are looking for volunteers to help set up, take down and help run games.
    - **Volunteer Policy & Registration Form:** https://www.sd68.bc.ca/document/704-2ap-volunteers.pdf
    - **Online application:** https://justice.gov.bc.ca/eCRC/home.htm
    - **Access Code/ID Number:** UQ4T7XXBHE
    - If you are able to volunteer please contact Leanne St. Thomas at leannestthomas.pac@gmail.com.
- **Winterfest Budget**: Andrea Cross requested a budget of $600.00 for the purchase of prizes, decorations, set up supplies, etc.:
    - **Moved**: Andrea Cross

- **Seconded**: Caroline Evans
- **Passed**

FUNDING REQUESTS:

The following funding requests were presented and approved by the attendees. Requests will be applied to the appropriate budget account:

- Annual Smores subscription (parent newsletter platform) in the amount of $255.05 for Collette Young;
- Skating field trip for 45 students in the amount of $350.00 for Smith/Browning;
- Library books purchased for the library in the amount of $1000.00; and
- Bussing costs (for skating, swimming & cross-country track meet) amounts to be determined.

PRINCIPAL'S REPORT:

"The best education begins at home, and we are grateful for your partnership in shaping bright futures."

Start-Up
We've had a wonderful start to the school year, and it has been such a pleasure to welcome our students and families back to Cinnabar. This year, our school is organized into 10 divisions, with a total enrollment of 223 students. We are grateful for the enthusiasm, energy, and excitement our students bring to the school each day.
Another exciting update is that our playground project has received approval in principle. This is a significant step forward in creating an engaging outdoor space where our students can play, explore, connect, and enjoy the outdoors. A special thank you goes to our dedicated Playground Committee for their hard work, commitment, and continued efforts to bring this vision to life.
In the meantime, our students are already making great use of the slides and other playground features, which have quickly become a favourite during recess and lunch.

Welcome, Parents!
Thank you to all of the parents and families who joined us for our Parent Meet and Greet on September 11th. It was a wonderful opportunity to meet our staff, connect with other parents and members of our PAC, and learn more about the year ahead.
A special thank you to our PAC for taking the lead in welcoming families. The event was a great success and provided a particularly nice opportunity to welcome our new Kindergarten families to the Cinnabar community. We appreciate everyone who took the time to join us and help make the morning such a warm and welcoming experience.

Code of Conduct & Caregiver & Visitor Code of Conduct (found on the Cinnabar Website along with the student handbook) https://cinnabarvalley.sd68.bc.ca/document/code-of-conduct.pdf

Nanaimo Ladysmith Public Schools
CAREGIVER AND VISITOR
Code of Conduct

"Educative, Preventative, Restorative"

Statement of Purpose

All caregivers and visitors play an essential role in creating a school community that is safe, inclusive, and respectful. We expect all adults in our school community to always model positive behaviour and communication. This code of conduct applies to all individuals on school or district property and at all school or district-sponsored events and activities. All interactions should reflect the district's foundational values, including reconciliation, inclusion, equity, and respect for diversity as outlined in Section 105 of the NLPS policy manual.

As an employer, NLPS is committed to providing a safe work/learning environment for everyone. Harassment, physical violence, verbal abuse, intimidation, and threats will not be tolerated.

Safety and a positive learning environment

Student safety and well-being are our top priority. Caregivers are expected to:

Expectation:	What this looks like:
Encourage student reporting	Remind your child to report concerns to staff as soon as possible.
Work respectfully with staff	Collaborate calmly and respectfully to resolve issues. Do not attempt to resolve issues directly with other children.
Review expectations	Read the Student Code of Conduct with your child.
Support a safe school	Help maintain an environment free of harassment, threats, and violence.
Respect privacy	Do not take photos, videos, or recordings of others without permission.
Follow school rules	Respect school rules around emergency procedures, supervision guidelines, and visitor expectations when on school property.

Respectful communication

NLPS Staff are committed to working in partnership with families through open, respectful communication. Caregivers are expected to:

Expectation	What this looks like:
Speak respectfully	Use calm, respectful language in person, by phone, and by email.
Follow processes	Bring concerns to your child's teacher first; if unresolved, contact school administration (502.1AP - Adressing Parent Complaints).
Allow response time	Staff respond within two to three school days. Evenings, weekends, and holidays are not work times. Efforts are made to be timely with responses.
Seek understanding	Reach out to staff before assuming; aim for fair, peaceful solutions.
Avoid social media complaints	Reach out to school staff to resolve concerns or complaints.
Show courtesy	Treat all students, staff, and parents with respect in every interaction.

This code applies to all school activities and functions, regardless of location, and includes online behaviour that could impact the safe, caring, and inclusive environment of the school. (Reference: AP 602.1 Code of Conduct)

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Nanaimo Ladysmith Public Schools
CAREGIVER AND VISITOR
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School culture & community

Our school district values dignity, belonging, and mutual respect. Caregivers are expected to:

Expectation:	What this looks like:
Value every student	Remember that each student matters to the school community and deserves dignity and respect. We respect BC's privacy laws and cannot share plans, programs, or consequences for other students.
Model positive behaviour	Demonstrate respectful and honest behaviour towards others for your child.
Treat everyone with dignity	Respect all individuals regardless of their background, race, identity, and family situation.
Protect privacy	Do not share photos of students or staff or private or sensitive information about students, families, or staff with others or online.
Follow visitor procedures	Sign in at the office and wear a visitor badge when visiting during school hours.
Be a positive spectator	Be respectful and encouraging in your approach to all participants, officials, coaches, and fellow spectators.

How caregivers can support a positive school–home relationship:

- Speak positively about school and school staff when your child is listening.
- Ask questions first if you don't understand. Being curious opens communication and helps everyone stay informed.
- Join the PAC (Parent Advisory Council) to learn more about your child's school, take part in school activities and support our community.
- Remember that preventative, educative, and restorative approaches are being used to find positive solutions, so all students have opportunities to belong, grow, and thrive.
- Work together with staff to support student success. Keep communication open and focused on solutions.
- Take part in school life in a respectful and constructive way, while following school and district policies.
- Be sure to read school and district communications to know what is happening at your child's school and across the district.

Caregivers play a vital role in supporting student success. The Caregiver and Visitor Code of Conduct is grounded in NLPS policies and administrative procedures. By supporting it, families can help schools remain a safe place where all students can belong, grow, and thrive.

If caregivers or visitors are unable to support the Caregiver and Visitor Code of Conduct, NLPS reserve the right to restrict participation in school/district events and access to school/district property.

This code applies to all school activities and functions, regardless of location, and includes online behaviour that could impact the safe, caring, and inclusive environment of the school. (Reference: AP 602.1 Code of Conduct)

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PROPERTY OF CINNABAR VALLEY PAC

Nanaimo Ladysmith Public Schools
Code of Conduct

"Educative, Preventative, Restorative"

Statement of Purpose

Nanaimo Ladysmith Public Schools is committed to creating learning environments where everyone feels included, respected, supported, and equal so everyone can grow and succeed (Reference: Policy 105 Justice Equity Diversity Inclusion).

Reference to the BC Human Rights Code

The BC Human Rights Code states that a person must not treat another person or group unfairly when they use public services or facilities. This includes discrimination based on race, skin colour, ancestry, where they were born, religion, marital or family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age.

The School Act gives school administrators the authority to make decisions, give consequences, search students' belongings and take away illegal or dangerous items to help keep schools safe, positive, and inclusive places for everyone.

Conduct Expectations

Acceptable Conduct - Socially responsible behaviours that help make schools safe, caring, and inclusive environments:

- Contributing positively to the school community.
- Solving problems in peaceful ways.
- Valuing diversity and defending human rights
- Respectful interactions with students, staff, and community members.
- Speaking up and reporting incidents that demean or disrespect others or threaten safety.
- Respecting the law as it applies to yourself and others.
- Respecting learning time and maintaining academic integrity.
- Demonstrating commitment to learning through regular attendance and being ready to learn.

Unacceptable Conduct - Behaviour that interferes with the learning or orderly environment of the school:

- Disrupting learning or creating problems that disturb the orderly environment of the school or any school function.
- Participating in harassment, intimidation, bullying, or discrimination in person or online.
- Vaping or smoking on school grounds (prohibited on all school district property).
- Verbal threats, swarming, or physical violence.
- Illegal acts including theft, property damage, possession/ distribution of illegal substances, or weapon possession.
- Disrespect to others and their property.
- Breaching academic integrity.
- Any use of photos/videos or recording audio of others without clear consent.
- Use of wearable or concealed technology to record audio or visual information.

Personal Digital Device and Artificial Intelligence (AI) Guidelines:

Research demonstrates that restricting personal digital devices at school improves student wellness and academic focus.

- Personal digital devices at Secondary are restricted during instructional time.
- Personal digital devices at Elementary are restricted during school hours.
- Students must provide notice whenever AI tools are used in their schoolwork. All AI-generated or AI-assisted content must be clearly identified or acknowledged.
- Wearable or concealed devices capable of recording audio or video (including, but not limited to, smart glasses, AI pendants or similar devices) are prohibited at school.

Considerations include:

- Restrictions during hours of instruction.
- Use for instructional purposes and digital literacy.
- Appropriateness to student's age and developmental stage.
- Accessibility and accommodation needs.
- Medical and health needs.
- Equity to support learning outcomes (Reference: Provincial Standards for Codes of Conduct Order, Ministerial Order).

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This code applies to all school activities and functions, regardless of location, and includes online behaviour that could impact the safe, caring, and inclusive environment of the school. (Reference: AP 602.1 Code of Conduct)

BELONG GROW THRIVE

Nanaimo Ladysmith Public Schools
Code of Conduct

"Educative, Preventative, Restorative"

Consequences:

SD68 expects all students, staff, and community members to adhere to conduct expectations that are ***educative, preventative,*** and ***restorative*** in practice and response (Reference: AP 602.1 Code of Conduct).

Special Considerations:

Some students may not be able to meet behaviour expectations because of an intellectual, physical, sensory, emotional, or behavioural disability. These students need special consideration, and schools must choose supports and responses that do not punish them for challenges directly related to their disability (Reference: AP 602.1 Code of Conduct).

Restorative Practices focus on:

- Helping students learn self-discipline, repair harm, and return to the school community stronger.
- Supporting the person or people who were harmed.
- Using meaningful conversations or mediation to address issues.
- Building positive relationships and a strong sense of community.
- Working toward healing, repair, and a sense of belonging.

Rising Expectations

As students get older and progress through grades they are expected to show more maturity and take more responsibility for their actions. Expectations should be ***educative, preventative,*** and grow gradually based on age and developmental level (Reference: Provincial Standards for Codes of Conduct Order).

Meaningful consequences may include:

- Face-to-face meetings to address harm.
- Circle processes to restore equity and respect.
- Acts of service to benefit the school or community.
- Support to learn problem-solving strategies.
- Reflective processes to create restoration plans.
- Educational opportunities to support learning.

Student Suspension:

It is a comprehensive problem-solving process to support behaviour change, ensure safety, set clear consequences, and encourage collaboration between families, schools, and community services. Consequences depend on the student's age, maturity, needs, and situation (Reference: AP 602.12 Student Suspension).

Retaliation Prevention:

No student, staff member, parent, or volunteer is allowed to retaliate against someone who reports harassment, intimidation, bullying, or discrimination. Retaliation is not tolerated and will result in appropriate consequences (Reference: AP 602.6 Harassment, Intimidation and Bullying Student).

Notification: School administration may inform other parties or agencies of serious breaches of the code of conduct depending on how severe or repeated the behaviour is, and how it affects others or the school community. Illegal activities will be reported to the RCMP and/or District Administration to develop safety plans, including ***educative, preventative*** and ***restorative*** action (Reference: AP 602.1 Code of Conduct).

Appeal Process:

Students and parents may appeal decisions that significantly affect a student's health, education, or welfare. Information about the formal appeal process is available through AP 502.2 Appeals under the School Act. Whenever possible, concerns should be discussed and resolved at the school first (Reference: School Act, AP 502.2 Appeals under the School Act).

Supporting Administrative Procedures:

- Policy 105 — Justice Equity Diversity Inclusion (JEDI)
- 502.2AP — Appeals under the School Act
- 602.12AP — Student Suspension
- 602.1AP — Code of Conduct
- 602.19AP — Anti-Racism and Cultural Safety
- 602.18AP — Sexual Orientation and Gender Identity
- 602.3AP — School Attire Expectations
- 602.6AP — Harassment, Intimidation and Bullying Students

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This code applies to all school activities and functions, regardless of location, and includes online behaviour that could impact the safe, caring, and inclusive environment of the school. (Reference: AP 602.1 Code of Conduct)

PROPERTY OF CINNABAR VALLEY PAC

CINNABAR VALLEY PAC MEETING MINUTES

Our Commitments

Cinnabar Valley School is committed to:

- Establishing a code of conduct for all members of our community and reviewing this yearly
- Solving problems in peaceful ways
- Ensuring there is no shame when behaviour does not meet expectations; rather each opportunity is used to teach, reflect and goal set for next time.
- Ensuring that everyone is included and has a voice
- Building student involvement and leadership
- Involving parents as partners
- Maintaining regular whole school activities
- Providing resources for on-going learning

Our Expectations

All members of the Cinnabar Valley School are expected to:

- Take care of themselves
- Support others in taking care of themselves
- Participate in taking care of the school and the broader school community
- Model the core beliefs of the school community

We are continuing to grow and fulfill the expectations of the document and will demonstrate this throughout the school year.

Staffing (continued on the next page)

Division	**Grade**	**Teacher(s)**
Division 1	Grades K/1	Jaime Skarbo
Division 2	Grades K/1	Erin Currie
Division 3	Grades 1/2	Kimberlee Collins
Division 4	Grades 2/3	Kendra Smith
Division 5	Grades 3/4	Tina McNeil
Division 6	Grades 4	Helen Edwards
Division 7	Grades 5/6	Rebecca Stannard
Division 8	Grades 5/6	Clint O’Hara
Division 9	Grades 6/7	Julia Browning
Division 10	Grades 6/7	Paul Klan
Secretary		Laura Harris “First Aid”

Principal		Colette Young
Psychologist		Dr. Christine Walterhouse
Counsellor	Wednesday / Friday	LeeAnn Shannon
Librarian	Monday - Thursday	Sara Stone
French/GYM	T(pm)/W & Th	Natasha Gaucher
Library Clerk		Elizabeth Urbaniak
Speech / Language	Thursdays only	Melanie Regier
Inclusion Support (IST)	Monday - Friday	Fiona Robertson
Child & Youth Worker	Tuesday / Thursday	Yosha Van Straten
Indigenous Culture Student Support	Monday / Tuesday	Cindy Blake
Education Assistant		Judy Holt
Education Assistant		Kim Van
Education Assistant		Kelli Carson “First Aid”
Education Assistant		Nicole Buchberger
Education Assistant		Sarah Griffin “First Aid”
Caretaker	Monday to Friday 3 p.m.	Bryan Bagshaw

Protocol-Advocate Agreement

Under the *Freedom of Information and Protection of Privacy Act* and the *School Act*, the school district must protect the confidentiality of personal information of students and families. All participants at any school meetings are required to respect the confidential nature of all discussions as well as respect the confidentiality of personal student or family information gained through such a meeting or through general access in the school. June 2020
The purpose of this agreement is to establish the norms for collaboration and to clarify the role of advocates in NLPS schools, allowing for open communication and meaningful collaboration.

Advocate Agreement

Advocates in public education typically support a parent who requires support in advocating for their child(ren)’s needs in school. School teams bring expertise on curriculum, educational programming, and knowledge of the interaction of the student in the school setting; families bring an in-depth understanding of the needs of their children.
Advocates assist the parent(s) by helping them to:
➢ Understand the decision-making processes in a school or school district;

➢ Prepare for meetings;
➢ Keep emotions in check at meetings
➢ Maintain a respectful relationship with the school staff, and
➢ Take notes and organize important information.

SEL (Social Emotional Learning)

Social-Emotional Learning is how we learn about ourselves, each other and the world. SEL is how we learn to manage our bodies and emotions, how we learn to make decisions, how we learn to build relationships and work with others. Through good times and through trauma SEL helps us build compassionate communities. Teachers are working together to create a caring, compassionate community and our first step is to review our class lists and determine which children do not have a close adult connection and how are we going to create those connections with these and all of our students.

Valley Virtue tickets/Assemblies

Students will be awarded Valley Virtue tickets whenever they demonstrate the virtue of the month. Furthermore, we will hold a virtue assembly each month, during which our choir will educate both students and staff by presenting a song that aligns with the designated virtue.

September Community	**October** Gratitude	**November** Respect	**December** Honesty / Courage	**January** Perseverance
February Kindness	**March** Collaboration	**April** Leadership	**May** Responsibility/Accountability	**June** Inclusion / Diversity

House Teams

To foster a stronger sense of school community, we are continuing with our four cross-grade house teams this year. These teams, named Bears, Wolves, Orcas, and Salmon, will engage in various community-building activities and challenges. Additionally, we'll be keeping track of points for team members who take part in spirit days like Western Day or Flannel Shirt Day. Please support and encourage your child, as they'll have the opportunity to forge new friendships and may also become peer mentors or leaders in their team.

Terry Fox Run

We are excited to come together as a school community for our annual Terry Fox Run on September 25! This special event is an opportunity for our students and staff to honour Terry Fox and his incredible determination, courage, and commitment to finding a cure for cancer.

We encourage families to support our school’s fundraising efforts by making a donation to the Cinnabar Valley Elementary Terry Fox Fundraising Page. Every contribution, big or small, helps carry Terry’s dream forward and supports cancer research.

Thank you for helping us celebrate Terry's legacy and for being part of this meaningful Cinnabar Valley tradition.

Cinnabar Valley Elementary Fundraising Page:
Terry Fox – Cinnabar Valley Elementary Fundraising Page

FSAs

This **September 28-November 6, Grades 4 and 7 students** in British Columbia will be participating in the Foundation Skills Assessment (FSA). This is an annual assessment that provides parents, teachers, schools, and school districts information on what students have learned in reading, writing and numeracy in Grades 3 or 6, respectively. The FSA, based on the BC curriculum, was created in collaboration between teachers, educational experts, and BC's Ministry of Education. During the FSA, students will complete all four parts: the Collaboration Activity, the Student Booklet, Online Questions, and Student Self-Reflection.

Why is the FSA important?
Similar to last year, schools will be administering this 'snapshot' assessment earlier than what has been done in the past. By collecting data at the beginning of the school year, teachers, schools and the district will have the information needed to **tailor teaching and learning in the classrooms.**
This will provide students the opportunity to improve in areas of weakness and build on their strengths. FSA data will be used alongside other quality classroom assessments throughout the school year to help improve on their successes.
A sample of the FSA assessment is available on-line.

Volunteers

Thank you, on behalf of Nanaimo Ladysmith Public Schools (NLPS), for supporting your school and the district through your volunteerism. It is with your support that district schools are able to expand curricular and extracurricular opportunities for children. The District Policy now states that if you would like to volunteer in ANY capacity at the school, you are required to obtain a Criminal Record Check and fill out a Volunteer Registration Form. If you are going to be driving for a fieldtrip, you will also need to provide a current drivers abstract, which is obtained through calling ICBC at 1 800 669-9051. Please use the following web address to complete and submit the form for your criminal record check to become a school volunteer: https://justice.gov.bc.ca/eCRC/home.htm You will be prompted for the NLPS access code which is as follows: Access Code: UQ4T7XXBHE
Thank you. We always appreciate volunteers.

Curriculum and Reporting

There are 3 main core competencies: communication, thinking and personal/social. Core competencies are evident in every area of learning; however, they manifest themselves uniquely in each discipline. Competencies are embedded and evident within the learning standards. They come into play when students are engaged in "doing" in any area of learning. This includes activities where students use thinking, collaboration, and communication to solve problems, address issues, or make decisions. The ultimate goal is for learners to employ the core competencies every day in school and in life, and for the core competencies to be an integral part of the learning in all curriculum areas. Personalized learning is at the core of the new

curriculum and with personalized learning comes self assessment and a different way of reporting. The communication between home and school can take many forms. However, during the school year students and parents/guardians will receive at least 5 communications of student learning. At least three of these communications will be written in the form of a Written Learning Update or Summary of Learning. At least two of these communications will be in the form of an Informal Learning Update. This ensures all parents/guardians and students in the province receive regular, informative updates on where the child is at in their learning, and areas of further development. More information is to come.

Formative Assessment Conferences
October 19-22

Formal written report dates
November 25
March 10
June 29

School Goal

First and foremost, our over-arching school goal is to purposefully create an atmosphere in the school where students feel cared for, a place where they feel comfortable and safe to be. We are learning to use the language of encouragement and to develop with children the understanding and practices of a Growth Mindset where practice, thinking and effort is valued over perfection. We use a Restorative Practices approach to all discipline and we celebrate learning from our mistakes without shame. Our school's two main goals are outlined in the next section and align with our NLPD district goals:

1. Increase literacy rates for all

Goal: To improve literacy outcomes for all students by strengthening foundational reading and writing skills through targeted instruction, consistent assessment practices, and inclusive, evidence-based strategies that honour Indigenous ways of knowing and being, trauma-informed practices, and social-emotional learning.

2. Increase numeracy success rates for all

To increase numeracy success rates for all K–7 students by strengthening foundational math skills, building student confidence, and ensuring equitable access to high-quality numeracy instruction and supports that honour Indigenous ways of knowing, trauma-informed practice, and social-emotional well-being.

Orange Shirt Day is on September 29 and A Day for Truth and Reconciliation will be observed on September 30.

Nanaimo and Nanaimo Ladysmith Public Schools will remember and honour our children who were lost, those who survived, and the families who have suffered the long-lasting impacts of the residential school system. This day brings us together to work together differently. Committing to truth-telling brings the opportunity to listen and learn with an open mind in order to move forward. The truths are for our children, and we see this day and every day forward as a strong reminder that walking together is going to create a better future for all of us. There will be **No School on September 30.**

CINNABAR VALLEY PAC MEETING MINUTES

Clubs this month:
Girls Club
Chess/ Reading
Football
Cross Country

Hot lunches

- Food services in schools need to follow regular Food Safety Legislation (FOODSAFE etc.)
- Health & Safety cleaning protocols must be followed
- Food donations are acceptable
- Meal programs are acceptable
- Food & beverages should not be shared between two people
- Schools/PACs can continue to offer fundraisers, as long as they follow these guidelines. If fundraisers involve the sale of food items, they should also align with the Guidelines for Food and Beverage Sales in BC Schools. This includes hot lunch programs

Food4Schools

We are excited to share that **Food4Schools**, in partnership with **Feeding Futures** will be delivering weekly groceries to schools for students in need. If your child is needing food, please let us know.

Food4Schools

Providing equitable and sustainable food support for all students regardless of where they attend.



Communication

Please visit our new school website http://https://cb.schools.sd68.bc.ca

Our website is the go-to place for school contact information and events calendar. This site is managed at the school and includes all the basic school information. The monthly newsletter is posted here on the first school-day of each month and a school-wide events calendar is regularly updated. Communication is important to us so weekly Parent Memos will also be emailed to parents. Paper copies are available upon request. Thank you. Mrs. Young

CINNABAR VALLEY PAC MEETING MINUTES

2026-2027 PAC ELECTIONS:

Per Section IV of the Constitution & Bylaws the attendees elected a slate of officers from the voting members for the 2026-2027 school year, as follows:

Co-Chair • Nominee: Leanne St. Thomas • **Moved:** Tracy Crawford • **Seconded:** Monica Pearson • **Passed**	**Co-Chair** • Nominee: Thea Rouble • **Moved:** Sam Whyte • **Seconded:** Monica Pearson • **Passed**
Past Chair (Outgoing) • Nominee: Andrea Cross • **Moved:** Leanne St. Thomas • **Seconded:** Monica Pearson • **Passed**	**Co-Secretary** • Nominee: Caroline Evans • **Moved:** Tracy Crawford • **Seconded:** Monica Pearson • **Passed**
Co-Secretary • Nominee: Mandy Rositano • **Moved:** Caroline Evans • **Seconded:** Sam Whyte • **Passed**	**Treasurer** • Nominee: Monica Pearson • **Moved:** Tracy Crawford • **Seconded:** Caroline Evans • **Passed**
Member at Large • Nominee: Sam Whyte • **Moved:** Tracy Crawford • **Seconded:** Monica Pearson • **Passed**	**Member at Large** • Nominee: Tracy Crawford • **Moved:** Sam Whyte • **Seconded:** Monica Pearson • **Passed**

Per Section IV of the Constitution & Bylaws additional positions of Executive shall be determined by organization and funding needs:

Assistant Treasurer • Nominee: Caroline Evans • **Moved:** Monica Pearson • **Seconded:** Tracy Crawford • **Passed**	**Notes:** The Assistant Treasurer shall support the managing of the organization's financial activities under the direction and training of the Treasurer. The Assistant Treasurer/Co-Secretary combined position will hold one (1) vote.

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CINNABAR VALLEY PAC MEETING MINUTES

ROUND TABLE:

- None.

MEETING ADJOURNED: 8:12 PM

NEXT MEETING: Tuesday, October 6 at 6:30 PM via Zoom

FRIENDLY REMINDERS:

Remember to keep your Country Grocer receipts! You can drop them off at our office or with your child's teacher. For every $1,000 in receipts the school receives a $10.00 gift card

Mention Cinnabar School when you make a purchase at Cobs Bread (either location) and the school will receive 5% back!

The Soap Exchange also gives credit to our school. If you shop there, please let them know you are with Cinnabar Valley Elementary

End.