

PAC Meeting Peter Greer
April 11, 2023

Meeting called to begin at 6:05pm

In attendance: Danielle Lamb, Stefanie Schumer, Stephanie Lawton, Caitlin Harper, Josh Goode

By zoom: James Minkus, Taylor Conlin, Shannon Bender, Louise Caillaud

1. Land acknowledgement – Danielle
2. Adoption of the agenda – Stephanie motions, Stefanie seconds
3. Adoption of Minutes from March – Stephanie motions, Taylor seconds
4. Principal/Vice-Principal Reports (James)
 - a. The school received the Student and family affordability fund (\$14k to cover school supplies and performances, \$19k to cover field trips). All of it has been spent. Details available from the office.
 - b. The Ministry of Education announced they were creating a new Food Scarcity Fund to give access to healthy meals/snacks. SD23 will receive \$2.9 million (up from \$2.3 million last year). The District may be able to hire a food co-ordinator. PGE is considering the best way of getting more food out to students.
 - c. We have a new 2-door cooler coming to the PAC kitchen! The Lake Country Food Bank is loaning it to us. We also received a brand new fridge, donated by the Indigenous Ed dept.
 - e. We were approved for 11 English classrooms and 7 French immersion classrooms for next year. This leaves space in all English classrooms, but French classrooms are all full. There are a few people on the wait list for next year.
 - f. We started a Science and Nature Ed outdoor program with intermediate students today. Students will spend the next 2 weeks outside learning about the eco-system. We used field trip funding from the government for this (about \$4k). Science World is coming on May 29th for a free day of providing presentations to all students.
 - g. HS Grenda administrators will be visiting to talk about transition for gr 5 students for next year. There will be another transition activity on May 15th.
 - h. Twenty-five families are attending the Health event in June.
 - i. This Friday, the LC Fire Dept is coming to teach students basic fire safety training to gr3 students.
 - j. Track and field training begins next week for grades 3-5. Track meet will be at Oyama.

- k. Danielle asked about how to allocate the gaming funds at this point in the year. Stephanie L. explained a bit about how they have been used in the past. Funds need to be used up by June.

The primary classes will probably do the Primary Fun Day again. We need to review the 2022-23 guidelines, as they seem to suggest that the funds can now be used for carnivals, movie nights, dances, etc. Family Fun Night can come out of the funds as well.

Motion to approve \$692.00 for Caillaud/Harper for their trip to the Rotary Centre for the Arts and \$148 for Martin/Swan for the Lake Country Art Gallery – Stephanie motions, Caitlin seconds. All in favour.

5. Vacancies for 2023/2024 with AGM in June - tabled

6. Fundraisers

- a. RaffleBox Spring 2023 - tabled

7. Budgets

General Account - \$9,236.72 (Current)

- 1. Hot lunch Payments \$3,000
- 2. Art Program Fall 2023 \$750 (TBD)

Balance: \$5,486.72 estimated

Gaming \$10,086.15 (Current)

- Family Fun Night \$3,000
- Kindy Uniforms \$1,000 - Could lightly used shirts be re-used to cut down on clothing waste? Could we do a Spirit wear clothing swap in Fall?
- Fish Tank \$2,000
- Harper and Caillaud Class Trip \$692.00

Balance: \$3,394.15 estimated

7. Written Reports to be shared if applicable:

- a. Co-PAC (Penny) – COPAC is hosting a meeting at Okanagan Activity Mission Centre on April 28th from 6-8pm and would like to invite 2 reps from each school PAC to attend. Plan is to discuss what COPAC does and what they can offer, and to meet some of the other school executives. Danielle and Taylor to attend?

b. Treasurer (Heather) - tabled

- c. Fun Lunch (Emily) – Stefanie asked if a weekly reminder could be posted for parents to send cutlery on Tuesdays? She will look into this.

- d. Fruit and veggie program (Sasha) - tabled
 - e. Yearbook (Caitlin) – Sales should be open prior to next PAC meeting. She is just waiting on class photos, which are coming up soon. There were several great submissions for cover art.
 - f. Vice-President (Taylor)
 - g. President (Danielle)
 - 1. Art Cards 2023 – Danielle has signed us up for next year.
 - 2. Application for Art Grant (Due May 2023)
8. Action items from reports
9. Spring Carnival Planning Update (Event May 25) – There was a planning meeting last week. Balloon guy and walking magician have been booked. Cupcake and other donation requests will be sent out this week. There will be a draw for Oyama Zipline.
10. Motion to adjourn

Upcoming Items:

Planning for Family Fun Night (Laura)

ELF Night: May 4, 2023 Laura will set up a PAC table

By laws update (Danielle and Taylor)

Music Meeting

Meeting adjourned at 6:48pm – Stefanie motions, Caitlin seconds

Next meeting: May 9th, 2023 at 6:00pm

Open Positions Executive Positions

President

- Shall convene and preside over all membership, special and executive meetings.
- Shall ensure that the agenda is prepared, with input from parents and school staff, for each meeting.
- Shall delegate committees where authorized to do so by the executive or membership.
- Shall take such action or ensure that such actions are taken by others to achieve the objectives and purpose of the organization.
- Shall be the official spokespersons for the organization.
- Issue and receive correspondence on behalf of the Council through the PAC email.
- Shall be one of the financial signing officers.
- Shall not vote on any matter except in the case of a tie, and then vote in the negative.

Member at Large

- Serve in a capacity to be determined by the Council at the time of election, and at other times as the Council requires.

Treasurer (1-2 people)

- Shall receive, collect and deposit in a bank account all funds.
- Shall keep an accurate account of all receipts and expenditures.
- Shall pay by cheque, all bills and accounts, which are approved by council.
- Shall ensure that all cheques are co-signed by two signing officers.
- Shall be a signing officer.
- Shall report a statement of finances at all meetings, and make them accessible to the executive on demand.

Shall present and circulate copies of an annual financial statement at the Annual General Meeting (AGM) in September

Shall ensure that another financial signing officer has access to the books in the event of his/ her/absence.

Shall make a smooth transition between treasurers.

COPAC REP

- Shall attend monthly meetings of the Central Okanagan Parents Advisory Council (COPAC)
- Shall make a report of these meetings at the monthly General Meeting of the council.
- Shall act as liaison between the council and the district council on matters pertaining to education, and shall from time to time gather and record the council's vote on certain district issues.
- Shall help make a smooth transition between COPAC Reps.

Other Positions

French Immersion Representative(s)

- Shall serve as a communication liaison between council, parents, school administration, teachers and Board of School Trustees.
- Shall prepare and/or distribute approved materials relevant to French language education.
- Shall review and report to council on matters relevant to French Immersion.
- Shall maintain a visible presence at the school.

Fundraising Coordinator

- Shall review, research and recommend possible opportunities for funding to council.
- Shall oversee fundraising activities.

Fun Lunch Volunteer Coordinator

- Work with the Fun Lunch Coordinators to confirm food delivery/pick-up (volunteer).
- Ensure we have sufficient volunteers for fun lunch Tuesdays.
- Communicate with council and PGE admin about dates/deadlines for fun lunches.
- Ensure parents are aware of dates/deadlines for fun lunches.