

MAY MINUTES

Davidson Road Elementary PAC Meeting Agenda

May 5, 2021 (Time: 6:00pm via zoom)

Executive Members In attendance: Holly F (President), Jensine M (Vice-President), Kristen L (CO-PAC), Shelley R (Treasurer), Jeannette L (Co-Secretary), Bretta L & Tara S (Hot Lunch), Tara S (Movie Night)

Regrets: Sam B (Co-Secretary), Jill N (flower fundraisers)

Guests: Gurprit Hayher (Principal), Jennifer Adamson (Vice-Principal), Kim M (Teacher Representative), Tristian G

Item

1. Welcome and Introductions

- Meeting called to order by: Holly F
- Time:6:02 pm

2. Adoption of Agenda

Motioned: Kristen L 2nd: Jensine M

3. Approval of Minutes

For April- Motioned: Kristen L 2nd: Shelley R

4. Executive Reports:

4.1 President's Report

- Thank you all attending meeting and PAC executives and parents for another great year
- Thank you to teachers, support staff, admin and parents for getting our children through another COVID 19 year with ever changing protocols
- Thank you Amber H for putting PAC information PDF together for social media
- Put forward the Sunshine Fund draft changes
- Holly F and Shelley R met to discuss GESS Grad 2021 award – info to be released in June

4.2 Treasurer's Report

Gaming – \$13,629.85
Hot lunch – \$19,776.19
General – \$3654.52
Sunshine - \$2126.06

4.3 COPAC Report

Community Updates:

Miriam D (CAS) would like to get word out about the 2040 OCP (Official Community Plan) and to encourage PACS to engage in dialogue.

<https://getinvolved.kelowna.ca/ocp/widgets/75200/documents>

Deannie Z (RAY) asked if bussing for field trips are still suspended, Kevin K answered that they are going through a process of finding out if bussing can proceed.

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There was a townhall last night to present the draft Strategic Plan and answer any questions.

The District invites all parents, staff, and interested community members to review the draft plan and provide feedback. This survey will allow you the opportunity to submit your ideas and review the ideas submitted by others. The survey is now open and **will close on May 12, 2021**.

BCCPAC Updates:

BCCPAC parent conference is being held on May 28-29; website below to register
<https://bccpac.bc.ca/index.php/conferences1/conference>

Gaming grant rules have changed, update can be found online
<https://bccpac.bc.ca/images/Documents/Resources/2021-guide-pac.pdf>

Trustee Updates:

By-election to be held June 26th; info on sd23 website re: candidate packages, voting, etc.

Superintendent

Kevin K. shared that they are planning for a near normal start to the fall depending on conditions, which will all be discussed at the provincial level.

Attached updates:

Board of Education Meeting highlights from April 28th

Family Navigator: Presentation regarding mental health Thursday, May 13th at 7PM via zoom
Presentation by Melody Brewer
Email Copac.Treasurer@sd23.bc.ca to pre-register & get the zoom link

4.4 Hot Lunch/ Fruit & Vegetable Program

N/A

5. **Principal's Report**

See Attached

6. **New Business**

- Janice K- watercolor artist to come in September for Christmas card fund raiser –
Action: Jennifer A to book
Motioned: Bretta L 2nd: Shelley R Carried
- Yearbook progress and sales
Will be submitted May 24th for printing late June delivery to school
108 sold and approximately 14 yearbooks for donation to date
Sales closing May 20th
- Sunshine Fund Policy Draft
See attached
Motion to pass the Sunshine Fund Policy: Tara S 2nd: Jensine M Carried
- Gurprit H to help start a PAC file on the school digital drive to store all PAC documents/policies and notes

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- Voting for PAC executives
President: Holly F nominated by: Tara S Accepted: Holly F Carried
Vice-President: Kristen L nominated by: Holly F Accepted: Kristen L Carried
Treasurer: Jensine M nominated by: Holly F Accepted: Jensine M Carried
Secretary: Jeannette L nominated by: Holly F Accepted: Jeannette L Carried
Sam B to be nominated at next meeting for co- secretary
Hot Lunch: Bretta L & Tara S nominated by: Holly F Accepted: Bretta L & Tara S
Carried
Member at Large: Shelley R nominated by: Holly F Accepted: Shelley R Carried
CO-PAC representative position available
- Tara S to look after sunshine fund requests and documentation

7. Old Business

- Lower crosswalk update – solutions
Still waiting for update from the city
- Pizza dinner for grade 5/6 graduates
Cookie quote has been received and Gurprit H to speak to teachers regarding
suggested costs
Motion to cover any remaining cost associated with pizza/cookies: Bretta L
2nd: Shelley R Carried
- Playground enhancement update: Outdoor Learning Space
We have budgeted \$33,000 to go toward the Outdoor Learning Space project
Motion to approve up to \$33,000 to Outdoor Learning Space project Bretta L
2nd: Shelley R All in Favour, motion carried
Action: Gurprit H to follow up on invoicing/receipt of money transfer

8. Announcements

Next meeting: June 2, 2021

Parking spot draw for May:

Shelley R

9. Adjournment

Motioned: Bretta L

2nd: Shelley R

Time: 7:23 pm



BOARD OF EDUCATION BOARD MEETING HIGHLIGHTS

The Central Okanagan Board of Education acknowledged that this meeting was held on the unceded, Traditional Territory of the Okanagan People.

Date: Wednesday, April 28, 2021
By Zoom

Recognition of Day of Mourning

A moment of silence was held to commemorate workers who have been killed or injured on the job, or who have suffered illness as a result of their work. The flags at the Operations Department and School Board Office were lowered to half mast in recognition of today.

Central Okanagan Public Schools – "Inside 23"

1. District Student Performances Featured at BCSTA AGM

The 2021 BCSTA Annual General Meeting was held virtually April 15 through to April 18, 2021. As part of the AGM, three Central Okanagan Public Schools videos were featured and shown during the breaks. Two of the videos were shown. The third video was O Canada and the Okanagan Song from Harmony Day 2016.

Rutland Senior Secondary School Company Dance Class

"The Rainbow Project"

- Link: https://youtu.be/m7dhPX_5UoQ

In the 2019/2020 school year, Jennifer Skogstad, Dance Teacher at Rutland Senior Secondary School, worked alongside her Company Dance Class during the COVID-19 pandemic, to prepare a dance video. Dance students conducted their dance individually and a video was collated to the song "Rainbows".

OKM Virtual Senior Jazz Band

"Cotton Tail"

- Link: <https://youtu.be/HGc3DSaQr5A>

In the 2019/2020 school year, Megan Frederick, Music Director at Okanagan Mission Secondary School, worked on a virtual project with her Senior Jazz Band during the COVID-19 pandemic. Each student recorded their individual pieces at home. The audio was then edited by Ms. Frederick to make a 'virtual' performance. The goal was to learn the new skill of playing/recording to a click track, but most importantly the goal was to keep the students connected making music together. The students performed Duke Ellington's 1940 classic swing tune – Cotton Tail.

**2. Kelowna Civic and Community Award Winners
Recognition of Central Okanagan Public Schools students, teacher and former trustee**

Participating by Zoom:

Derek Lea, Principal, OKM
Tian Whitehead, Grade 12, OKM
Julius Brooker, Grade 12, OKM
Meghan Faust, Teacher/Coach, OKM

Young Citizen of the Year:

Tian Whitehead, Grade 12, OKM

Teen Honour in the Arts Award:

Julius Brooker, Grade 12, OKM

Bob Giordano Memorial Award for Coach of the Year:

Meghan Faust, Teacher, OKM

Anita Tozer Memorial Award:

Rolli Cacchioni (former Trustee)

The Board of Education congratulated all recipients for receiving Kelowna Civic and Community Awards.

Declaration:

1. Mental Health Week – May 3-9, 2021

The Central Okanagan Board of Education declared May 3 to 9, 2021 as Mental Health Week in the Central Okanagan Public Schools.

Presentations:

1. Catchment Over Capacity

Presenter: Alena Cockwell, Parent of Incoming Kindergarten Student

Ms. Cockwell presented to the Board the complications she encountered in registering her son for Kindergarten at Mar Jok Elementary School. The Board Chairperson acknowledged the overcrowding issues on the Westside and throughout the School District. The Board of Education welcomes support from parents and the community as the School District advocates for new schools and expansions to current schools. More information on advocacy can be obtained by visiting the School District website:

[http://www.sd23.bc.ca/boardadvocacy/Pages/default.aspx#/=](http://www.sd23.bc.ca/boardadvocacy/Pages/default.aspx#/)

Staff Presentations:

1. Superintendent of Schools/CEO 2021/2022 Budget Presentation

The Superintendent of Schools/CEO provided a brief PowerPoint outlining the highlights of the 2021/2022 budget recommendations. The 2021/2022 Annual Budget Bylaw will come to the Board of Education for final approval at the June 23, 2021 Public Board Meeting before submission to the Ministry of Education.

Action Items:

1. Central Okanagan Public Schools Superintendent of Schools/CEO 2021/2022 Budget Recommendations

The Board of Education approved the Central Okanagan Public Schools Superintendent of Schools/CEO Budget Recommendations. The Board of Education agreed to issue a public statement regarding the challenges the Board is faced with in regards to the School District's 2021/2022 budget.

2. Trustee Indemnity for the 2021/2022 Fiscal Year

The Board of Education set the Trustee Indemnity, in accordance with the most recent BC Consumer Price Index of 0.7% for the period July 1, 2021 to June 30, 2022 thereby setting the stipend at:

Trustees	\$21,802
Vice-Chair	\$23,026
Chair	\$24,886

Information Items:

1. Superintendent's COVID-19 Update

- All staff are continuing to do an excellent job reducing transmissions in schools. Although there continues to be exposures, the numbers over the past week have gone down.

The Board Chairperson was pleased to announce that all Central Okanagan Public Schools staff will be receiving their vaccine over the next 5 days.

The Board of Education reviewed the following:

1. Level 4 and 5 Field Study Summary – 2020/2021
2. General Statement – April 14, 2021
3. Appointment of Vice-Chair: Second Term (May 14, 2021 – November 10, 2021)
The Board of Education has appointed Trustee Desrosiers as Board Vice-Chairperson until the November 10, 2021 Board of Education Annual General Meeting.
4. Draft Strategic Plan
 - Public Town Hall Meeting
 - Tuesday, May 4, 2021
 - 5:00 pm – 7:00 pm
 - Via Zoom: <https://sd23.zoom.us/j/67139343998>
 - Strategic Plan Survey II
 - April 28, 2021 – May 12, 2021

Items Requiring Special Mention

1. Today is **National Administrative Assistants Day**. On behalf of all Administrative Assistants in Central Okanagan Public Schools, a donation was made to the Central Okanagan Community Food Bank.
2. Along with several other classes across the country, a senior Social Studies class at KSS participated in a town hall with the Prime Minister and Deputy Prime Minister today. This was a great opportunity for our students to have a conversation with the Prime Minister and the Deputy Minister about issues that impact youth.

Next Public Board Meeting

Regular Public Board Meeting
Wednesday, May 12, 2021
6:00 pm (via Zoom)

Board Standing Committee Meetings

Wednesday, May 5, 2021
4:00 pm Policy Committee Meeting
6:00 pm Planning and Facilities Committee Meeting

For comments, please contact:

Moyra Baxter, Chairperson of the Board of Education, 250-767-6153 or 778-214-5588

Kevin Kaardal, Superintendent of Schools/CEO, 250-470-3256

Ryan Stierman, Secretary-Treasurer/CFO, 250-860-8888

The Board Meeting Highlights are published after each Public Board Meeting.

Please check the School District website (www.sd23.bc.ca) for all Board and Committee Meeting dates and times.



PRINCIPAL'S REPORT (May PAC mtg)

- 1) Thank you's
 - Kindergarten Team (Barb, Jolene, Jess, and Alexis), Lara, Taylor
 - Janal Hardy – Peir Mac Quarry
 - Holly – Yearbook
 - Amber – PAC brochure
 - Bretta – Munch a lunch
 - Our Community – great supportive response to an emergent issue
- 2) ELFF was on April 28th
 - 24 students (23 families)
- 3) Grades 5 and 6 Celebrations
 - June 21 and 22
 - PAC Luncheon – June 25
 - Still in planning phase
- 4) Christmas Cards with Janice Kierstead (Water Colour)
- 5) Outdoor Learning Space update
 - Picnic Table Options

Blue Imp	Barco Products
<p data-bbox="347 1325 805 1430">\$1525 per picnic table - \$6100 for four tables not including taxes (\$732) and shipping of (\$695)</p> <p data-bbox="347 1465 797 1497">7ft long, vinyl coated perforated steel</p> 	<p data-bbox="883 1325 1357 1430">\$1068 per picnic table - \$4275 for four tables not including taxes (\$666.90) and shipping (\$1283.38)</p> <p data-bbox="883 1465 1268 1535">8 ft long, heavy guage steel with thermoplastic coating</p> 

Item	Cost	
Path, planters, concrete pads, site prep, placement of materials, installation of picnic tables, irrigation to planters, placement of rocks	Low - \$23,000 High - \$25,000	SD23 Operations
Rocks	\$1100 (Discount of \$20/ton)	Pier Mac Quarry
Delivery of Rocks	Comp	Digg'n 4 U
Picnic Tables	\$6,225 \$7,527	Barco Products Blue Imp
	\$30,325 – \$32,325 (with Barco Tables) \$31,627 – \$33,627 (with Blue Imp Tables)	

DAVIDSON ROAD ELEMENTARY PAC

Policy Title: Sunshine Fund

Date: May 5, 2021

Summary: Provides Policy and Guidelines on Expressions of Sympathy

Applicability: All Current Families of Davidson Road Elementary Children

Oversight Proponent: Parents Advisory Council (PAC) Voted

A. **Purpose:** To provide for a PAC sponsored financial resource that will support expressions of sympathy or good-will toward families who experience personal illness or familial loss.

B. **Background:** To recognize and provide for consistent guidelines on observance of expressions of sympathy and condolences toward families within Davidson Road Elementary who experience the loss of family members, personal hospitalization, or significant event of major effect to the family of request.

C. **Policy:** Funds will only be generated primarily through voluntary donations of any amount. The solicitation of funds will occur through PAC fundraisers that will be advertised for its purpose in advance of donation. Acknowledgement of donations will be grouped per each fundraiser and promoted in total funds raised. Raised funds will be reviewed at monthly PAC meetings and posted in PAC minutes. If, at any time, an individual, family or business, wishes to make a contribution to the fund, please make the cheque payable to Davidson Road Elementary PAC with a notation to the Sunshine Fund. The Sunshine Fund is authorized to borrow from the general account with authorization from PAC however must pay back in full through additional fundraising.

The appropriate accounting controls will be established that provide for adequate checks and balances to ensure the integrity of parent-donated funds. Funds will be expended only with the authority of two of the following positions: PAC President (or delegate) or Treasurer.

In the event of hospitalization of any close family member of Davidson Road Elementary where the hospital stay extends beyond 48 hours, a get-well card will be sent using resources from the Sunshine Fund. Information about a family member hospitalization should be conveyed as soon as possible to PAC so that action can be taken without delay. Special requests can be made through PAC for contributions to the family in these cases, of an approximate value of \$100, though PAC may assess each request on a case-by-case basis to approve an amount over \$100.

In the event of death of a Davidson Road Elementary immediate family member (as defined below), a sympathy card will be sent using resources from the fund. In addition, either flowers will be sent using resources from the fund, or an appropriate gift for the family may be suggested at an approximate value of \$100, though PAC may assess on a case-by-case basis to approve an appropriate amount. An attempt

will be made to determine whether flowers or family gift is recommended. If flowers are sent, they will normally be sent to the appropriate family home or funeral home, and resources from the fund will be used for an approximate \$50 arrangement (taxes and delivery charges will be paid over and above the \$50 flower expense). If a charitable donation is preferred in lieu of flowers, the fund will provide a \$50 donation and the PAC rep will notify the family of the donation to the charitable organization identified.

In cases of death, for the purpose of implementing this policy, immediate family includes parents or caregivers of Davidson Road Elementary, and their children, siblings, stepchildren, and grandparents.

In the case of the death of Davidson parents or immediate caregivers, brothers, and sisters (including step and in-laws) the families will be sent a sympathy card. Special requests can be made through PAC for contributions to the family in these cases, of approximately \$100, though PAC may assess each request on a case-by-case basis to approve an amount over \$100.

D. Process: Final approvals of the funds distributed to families will be voted at the monthly Parents Advisory Council meetings. Submissions must be made in writing or verbally for the PAC meeting that include the following:

1. The name of parent, caregiver or family who the funds are being requested for;
2. The reason (example: hospitalization or death of family member); and
3. Selection of card and flowers or alternate gift of approximately \$100 or suggested amount with clear information on additional amount request.

Official:

(Signature)

Holly Flinkman

PAC President

Davidson Road Elementary

Distribution: Davidson Road Elementary Website

Davidson Road Elementary Parents Facebook Page