

SEPTEMBER MINUTES

Davidson Road Elementary PAC Meeting Minutes

September 14, 2022 (Time: 6:30PM in Library)

Executive members in attendance: Jensine M (President), Tara S (Vice President), Kristin L (Treasurer), Heather E (CO-PAC), Jeannette L (Co-Secretary), Bretta L & Tara S (Hot Lunch), Jill N (Flower Fundraiser)

Regrets: Sam B (Co-Secretary)

Guests: Rob Aviani (Principal), Jennifer Adamson (Vice Principal), Kim M (Teacher Representative), Christine S, Brielle S, Danielle D, Michele P, Anita W, Kendall G, Ruthanne A, Erica K, Kristy H, Laura M, Tristian G, Jason M

Item

1. Welcome and Introductions

- 1.1 Meeting called to order by Jensine M
- 1.2 Time: 6:32PM

2. Adoption of Agenda

- 2.1 Motioned: Tara S, 2nd: Jill N

3. Approval of Minutes

- 3.1 For June – Motioned: Kristin L, 2nd: Bretta L

4. Executive Reports

4.1 President's Report

- Welcome to everyone in attendance
- Any suggestions or comments please feel free to ask or contact
- PAC Executive introductions
- Thank you to all volunteers
- Principal introductions

4.2 Treasurers Report

- Gaming - \$10,615.78
- Hot Lunch - \$8,975.76
- General - \$3,631.63
- Sunshine - \$1,276.33

4.3 COPAC Report

- Province giving out 60 million to schools in the province – special purchase fund, see attached for more information
- People on PAC executives can not be paid to work at the school. Noon hours supervisor on case by case basis
- New food guidelines are being re-evaluated
- Full report attached as soon as it's available

4.4 Hot Lunch/Fruit & Vegetable Program

- Munch-a-lunch will be opening soon. First date is Sept 28, Last Dec 7, every week except Oct 5
- Costs have increased
- Gogo sushi is no longer a supplier, but picking up a new supplier -The Vegetarian Butcher (soy free, nut free)
- Happy to have feedback on any of the hot lunch menus
- Reminder to send cutlery as none will be supplied
- First fruit and veggie order, delivery end of September

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4.5 Fundraisers

- True Earth – on line until the end of June
- Mabel's Labels – on line until the end of June
- Movie nights – possible date night/babysitting – Tara S to follow up with the high school
- After school movie afternoon – Rob A to follow up
- Swag – Start September 16-23
- T-shirts, hoodies, baseball caps, youth and adult sizes available
- Other suggestions:
 - ◇ Break the rules day
 - ◇ Children's artwork turned into gifts
 - ◇ Krispy Kream donuts
 - ◇ Cookie dough

4.6 Principals Report

- See attached
- 11 CEA's...
- Truth and reconciliation week – theme for the week and each day as well as an assembly
- FSA (Foundational skills assessment) – Grade 4's – Date TBD

5. New Business

- 5.1 Yearbooks – Looking for someone to help with this
- 5.2 Photos for fall – wait until spring – need photographer
- 5.3 COBBS bursaries – thank you's from the recipients of last year
- 5.4 Motion for 2 - \$750 bursaries for this year – Tara S 2nd Christine S all in favour
- 5.5 Dinner for teachers – parent teacher conferences – quote for L'isola Bella dinner
 - Motion for budget up to \$375 for Dinner Tara S 2nd Kristin L all in favour via email Sept 22nd

6. Old Business

- 6.1 Outside classroom progress – delayed until October
- 6.2 Fundraiser volunteers to be discussed during September meeting – please reach out to PAC executive if you'd like to help out
- 6.3 Signing authority documents – discussed and further reviewed in September – completed
- 6.4 Funding proposals – Rob Aviani to create document for teachers to submit for approval and reimbursement – copy attached
- 6.5 Welcome back to school BBQ – Open house. No available dates – will wait until the spring

7. Announcements

- 7.1 Next meeting: October 12, 2022, 6:00PM

8. Adjournment

- 8.1 Motioned: Bretta L, 2nd: Tara S
- 8.2 Time: 8:24PM

Principal's Report: Davidson Road Elementary School PAC Executive Meeting
Rob Aviani, September 14, 2022

- **Thank You**

- To all Davidson Road staff, students, and families for a very smooth startup, and making me feel welcome in my new school community.
- To our new staff for jumping right in!
 - Hannah Alfred – Kindergarten teacher (Hannah will be with us until spring, at which time, Jessica Suurallik will be returning to our staff)
 - Benjamin Bouwman – grade 5 teacher
 - Cara Dixon – grade 1/2 teacher (Nicholle Thom)
 - Andrea Drobot – grade 1/2 teacher
 - Tessa Kubanek – grade 2/3 teacher
 - Amie Edwards – Indigenous Advocate
 - Matt Burmatoff – evening custodian
- To our custodians and school district operations department for continuing to work hard to get our school ready.

- **Preliminary School Start-up Information**

- Approximately 406 students
- 22 teachers, 3 itinerant teachers, 9 CEAs, 3 custodians
- Request for class placement email feedback

- **New Principal's Learning Conversation.** Rob is in the midst of having individual and small group conversations with DRE students, staff, and families to learn more about the school community. The purpose of the conversations is for Rob to have a deep understanding of the community so that he is best able to support the school. Rob provided a summary of responses to date.

- **Homemade Treats.** Our school district recently updated its COVID-19 Communicable Disease Plan. In the plan, homemade baked goods, such as birthday cupcakes, are not recommended for schools. In addition, Davidson Road Elementary has a significant amount of students who have serious life threatening allergies to nuts. For these reasons, we ask that if families wanted to send foods on special occasions that they be limited to store-bought, pre-packaged, individually-wrapped food items. Thanks for your help in ensuring the safety of our students.

- **Grade 5 Year End Trip.** Grade 5 families will be getting information about the year end trip in the next few weeks. This year, we are going to try the Eagle Bay Camp outside of Blind Bay. Their rates are competitive, and we have heard good reports about the camp. We would be interested in working with the PAC on a fundraiser to lower costs to families.

- **Upcoming Dates.**
 - Sept 19 - National Day of Mourning (Schools Closed)
 - Sept 26 - School Photo Day Rescheduled
 - Sept 30 - National Day for Truth and Reconciliation (Schools Closed)
 - October - November - FSA
 - Oct 5 and 6 - Parent Teacher Conferences
 - October 5 and 6 - Scholastic Book Fair
 - October 6 - Terry Fox Run
 - October 7 - Implementation Day (No students)
 - October 10 - Thanksgiving (Schools closed)



The Central Okanagan Parent Advisory Council

Agenda: Annual General Meeting

Date: June 6th, 2022 at 7pm

Location: Zoom

The Central Okanagan Parent Advisory Council acknowledges that this meeting is being held on the unceded, Traditional Territory of the Okanagan People

AME		ASM		BCE		BHE		BGE		BME		CAS		CLE	X	CMS	X	CNB	X
CTE		DRE	X	DWE		DRK	X	ELE		GESS	X	GME	X	GMS		GRE		HGE	
HMS	X	HRE	X	KLO		KSS	X	MJE		MBSS		NGE		OKM		OTS		PGE	
PLE		PGE	X	PSE		QGE		RAY	X	RLE	X	RSS	X	RMS		RVE		SKE	
SLE	X	SMS	X	SRE	X	SVE		WAT		WRE	X								

COPAC Executive:

Simon Adams - President
 Nicola Baker - Vice-President
 Roslyn Hazen - Treasurer
 Vacant - Secretary (Sarena Smith voted in as Secretary)
 Sarena Smith - Member At Large (Vacant)
 Deannie Zahara, Member At Large
 Shannon Gallivan, Member At Large

COPAC Rep:

Sarena Smith – CNB Rep
 Nicola Baker – CLE Rep
 Roslyn Hazen –HMS Rep
 Amanda Kraft - SRE Rep
 Darcie Dann - RAY
 Carrie Broughton - KSS Rep
 Heather Engram - DRE Rep
 Camila Biffard - DRK Rep/GME Rep
 Jammie Paterson SMS Rep
 Tanya Leshuk - GESS Rep
 Jeannette Watson - CMS Rep
 Penny Liao-Lussier - PGE Rep
 Mike Figurski - RSS Rep
 Elliot Penner - RLE Rep
 Mina Petersen - WRE Rep
 Kelly Doane - SLE Rep
 Meaghan Roode HRE Rep

Partners:

Susan Bauhart - COTA
 Shelley Yost - CUPE
 Moyra Baxter - Trustee

Terry Beaudry – Deputy Superintendent of Schools
Kevin Kaardal – Superintendent of Schools

1.0 Call to Order

Greetings/Introductions- Simon Adams

2.0 Guest Speaker

None

3.0 Establish Quorum

Quorum = 10 Voting Members-Established

4.0 Agenda: Additions/Approval

- **Draft Motion: To accept the September 12, 2022 COPAC Agenda as presented.**
- **Amendments: Not an Annual General meeting, a General Meeting**
- **Next meeting correction: October 3rd, 2022**
- **Notice of motion - Sarena Smith appointed as COPAC Secretary**
-Nicola Baker motioned to accept, Roslyn Hazen second. Motion passed

5.0 Minutes: June 6th, 2022 Additions/Approval

- **Draft Motion: To accept the June 6th, 2022 minutes as circulated.**
- Roslyn Hazen- motioned to accept, Heather Engram second. Motion passed

6.0 SD23 Reports

Simon Adams-Update and information on Family Affordability Funding

As per bulletin:

- One time Funding from Ministry of Education and Childcare
- \$60 million to BC districts to increase for security to students and their families. Also to support student, parents and guardians with affordability concerns.
- SD23's share is \$2,396,709 mil
- Distributed under Section 115.1A of School act
- Additional information about guidelines of the spending was provided
- Not able to use reimbursed funds already paid (Discussion regarding school fees will follow)
- Looking to PACs for feedback
- Funds can't be used for hiring
- COPAC will circulate to the PACs

Superintendent Update

- Good start to the year
- Increased enrolment, will need to determine how that impacts budget
- Webber Road up and running
- More work expected in schools
- Great tone in schools and excited to see staff, kids and families
- Introduced Delta Carmichael-Secretary Treasurer
- Question from Nicola Baker-Please forward proposed vs enrolled numbers. Would be helpful for PACs and COPAC to community. Kevin K will try and get numbers to PACs after numbers are determined
- Question from Camila Biffard - Maintenance at her school. Is there a way the PAC can help move maintenance along? Kevin explained the process of requests and how the maintenance and orders are prioritized
- Question from Shannon Gallivan - Discretionary budget discussions with principals. Kevin deferred to Delta Carmichael. No time line, suggested talking to principals at first PAC meeting
- Simon gave brief background regarding discretionary budget

Trustees Update – Moyra Baxter

- A lot of work done over the summer to get two schools up and running
- Thanked staff for all their hard work over the summer to prepare for the new school year
- Operations working to prepare operations functions
- The funding from the government came with little notice, wanting to hear from parents in how the funding can be used to support all students. Concerning that we have to spend it all one year. Will be asking ministry for hold back.

- 129 Portables on school sites is concerning. These come out of the operating budget.
- Will be having first Board Meeting on Wednesday Sept 14, 2022.
- Question from Jammie Paterson - The fund: What is the definition of school supplies? Does it include technology? Deferred to Kevin Kaardal. Will be looking closely at what funds can be used for and its intention.
- Question from Heather Burton - Is there a specific amount going to each school in SD23? Kevin Kaardal and Delta Carmichael-This amount will be determined once we have more information.
- Moyra Baxter recognized for her work over many years, confirmed she will not be seeking reelection.

Partners and Committee Updates

COTA, Susan Bauhart:

- Teacher are getting classrooms going and getting to know kids. Busy September and thanked for having her.

Shelley Yost, CUPE:

- Busy start to the year with Bellvue Creek and Webber

Zach Johnson-Student Council:

- Had first meeting today, asked for students to come forward if they are interested.
- Kevin Kaardal: Commented on being able to welcome parent volunteers back to schools.
- Question from Jammie Paterson: Any updates on contracts?
- Susan Bauhart: Provincial bargaining continues. Happy to answer questions.
- Nicola Baker: Thank you for all the work taking place behind the scenes from our partners.

7.0 PAC 360

- A *quick* opportunity for PACs to briefly discuss topics they may need assistance with from COPAC or SD23 or topics that might be relevant to other PACs – Simon Adams
- Shannon Gallivan: Do we want to maintain monthly meetings? Nicola Baker: Will discuss with other PACs.
- Mina Petersen: Are we able to have SD23 employees join the PAC Exec? Simon Adams: All Parents and guardians can be on the PAC, but cannot serve on the Exec due to conflict of interest. Kevin Kaardal: Concern about employees being on the executive. M. Baxter: PACs are to advise the principal and the school. Creates problems when the employee is speaking on behalf of staff and parents. Disclosure to principal is the first step. Discussion followed. Moyra Baxter: Main concerns are conflicts of interest and advising. Nicola Baker: No clear guidelines as far as Board Policy. If this is a consistent issue, Board Policy should reflect that.
- Shannon Gallivan: Are PACs able to follow 2013 Food Guidelines? No update to report at this time, will keep PACs up to date.
- Penny Liao-Lussier: Asked for clarification on Food Guidelines. (Which Ministry directs this?) Kevin Kaardal: Guidance currently provided by Ministry of Health, Ministry of education gives guidance on what can be sold in schools.

8.0 COPAC 360

10. Other Business

COPAC Focus, Simon Adams

- Presented document last year with COPAC priorities.
- For 2022/2023, COPAC Exec is hoping to hear from parents and District PACs on where they would like to focus.
- Nicola Baker: Building relationships is a good focus. Having the executive members partner up with schools, principals, and trustees in specific areas. Collaborate with other DPACs. Spoke about PAC to PAC fund, program that allows PACs to use funds raised and contribute to PACs in need. Assists in creating equity across the district. Simon Adams: Strengthen relationships within the organization. Advocating to have Board Meetings publicly available on Zoom. Motion has been put forward.
- Vacant Secretary role filled-Sarena Smith. New Vacant position will be Member at Large. Please reach out to COPAC President if you or a member on your PAC is interested. Clarified that you can serve on your school PAC and COPAC simultaneously. Need to be a member of the PAC executive.
- Appoint Sarena Smith as COPAC Secretary Motion: Camila Biffard, Second: Roslyn Hazen. Motion passed.
- Zoom Licences provided last year to PACs with help from the district. Looking to do the same for 22/23.
- Use the SD23 Email. Not using the district email poses challenges for COPAC to communicate. Please

ensure you use your district email. If you don't have access, please reach out to the COPAC.

- All Candidates Meeting coming up. Please review the candidates. Important for parent to know who the nominees and trustees are. Proposed Zoom Meeting forum for all candidates to have the opportunity to ask questions to nominees. Zach Johnson: SDC would like to co-host. Will obtain from questions due to conflict of interest. Simon Adams: Good opportunity to know the nominees. Trustees is the unlimited leadership of our organization. Many candidates are single issue. Will discuss time concerns for the agenda on Oct 3rd. Roslyn Hazen: Shared time concerns. Are we able to do the meeting in a presentation. Will take details off line. Zach Johnson: Lake Country Candidate running unopposed. Clarification on the Lake Country candidate addresses. Encouraged parents to research candidate mandates and views.
- Motion for All Candidates Platform on Oct 3rd or date determined: Nicola Baker, second: Heather Engram. (Carrie Broughton abstained) Motion passed
- 30 Days Notice of Motion: COPAC Treasurer will present the COPAC Budget at the October 3rd Meeting.
- School District Committee Reps. Named Committees as listed. Open up to COPAC Reps to become members of these committees. Helpful when COPAC Reps assist.
 - Safe Schools: Shannon Gallivan (Heather Engram also interested. Works for Interior Health) Able to share
 - Human Rights Committee: Deannie Zahara, Carrie Broughton
 - Public Education Awareness: None
 - District Early Learning Years Partnership: Penny Liao-Lussier
 - Health Promoting Schools: 3 seats-Elementary: Camila Biffard, Middle: Tanya Leshuk, Secondary: Mike Figurski
 - Indigenous Education: None
 - Partners for Inclusive Education: Sarena Smith
- Shannon Gallivan: Wanted to talk about monthly meetings. Did we want to continue. Heather Engram: Worked for their PAC. Tanya Leshuk: Worked for their PAC due to timing. Diana McCarron (via chat): Do PACs have monthly executive meeting separate from PAC meetings? Most PACs do.

11. **Adjournment**

Camila Biffard motioned to adjourn.

Future Meeting

COPAC General Meeting- Monday, October 3, 2022 7:00pm via zoom.

District and Committee Meetings- Information is available on www.sd23.bc.ca

COPAC Website: <http://copac.sd23.bc.ca>

Facebook: <https://www.facebook.com/sd23copac/>

Twitter: [@COPACSD23](https://twitter.com/COPACSD23)