



South Kelowna Elementary

Parent Advisory MINUTES

South Kelowna Elementary PAC Meeting AGENDA

Date | November 22, 2023 Time | 7:00pm Location | SKE Library

IN ATTENDANCE

President	Carling Lorentz	Food Program Coordinator	Robyn Straume
Treasurer	Michelle Scheibel	Member at Large	Jordana Magin
Secretary	Ashley Bush	Green Queen	Ruth King
COPAC Representative	Roen		
Labreque Communications Coordinator			
Kristi Caldwell			

AGENDA DETAILS

Carling Lorentz

- Welcome Everyone and Call to order
- Establish Quorum

Draft: at least 6 voting members, 3 executive members

- Agenda: Additions/Approval

Draft Motion: 7:07pm

Carling requests a motion to adopt agenda as presented

Motion approved by: Michelle S Seconded by: Jordana

- Minutes: Additions/Approval

Draft Motion:

Carling requests a motion to accept the October 18, 2023 PAC Minutes as presented

Motion approved by: Kristi Seconded by: Michelle C



SPECIAL PRESENTATION

REPORTS

1. Principal's Report- *Jasmine Lemon*

- Climbing wall update
 - It was installed Nov 20th
- Indoor/Outdoor sound system update
 - Got a less expensive quote. It was determined that the speakers are okay and don't need replaced
 - Gave permission to go ahead with the work order already so that we could get in line
 - \$4,379.77 + install from Soundrite Services
 - Portable blu tooth speaker was purchased and has been used multiple times (Halloween Parade, etc)
- Projector/Projection screen update
 - \$20,000 quoted for the project
 - Projector quote was shown to others in the district and confirmed that the price is realistic
 - Last meeting we approved \$15k to put toward the quote
 - Vote to purchase and installation of projector and drop down screen
 - Motioned by Carling Seconded by Roen
 - Majority passed
- RSVP/tickets for Christmas concert is coming soon. Not sure how many per child
- Staffing
 - Angela McLean is moving back to the library
 - Mrs Price is moving to another school
 - New head Secretary starts on Monday - Kristy Angus. She has lots of experience in the district
- Food Drive is happening
 - This food goes to families in the school
- Lots of clothes were collected for the clothing drive for immigrant families
- 8 families are getting food support from the school
 - Not sure how that compares to previous years
 - "Food for Thought" is the program that provides lunch, breakfast, etc
 - Our school has qualified for funding that goes toward groceries that are picked up once a week
 - Funded by the province
 - CEAs and community people volunteer to supervise

2. President's report- *Carling Lorentz*

- Dance kudos!
- Fish in School Program
 - Tank is being delivered first couple weeks of December
 - Eggs come in January



- Waiting to hear what the final cost is (hasn't been paid for yet)

3. Treasurer's Report- *Michelle Scheibel*

- Bank Account = \$37,981
 - We had allotted \$13,733.73 for the playground
 - Michelle added back in SD23 credit from 2022 Student fees that were refunded + \$7,184.20
 - \$31,431.47 can be used
- We had estimated that \$28,000 would be fundraised. So far we've raised \$10,287 not including Greenery and Purdy's
- We had estimated that \$33,661 would be spent. We've spent \$23,000 YTD
- Projects on the go
 - Playground
 - \$13,733.73 in the PAC account
 - There's a separate SD23 account with \$16,022.96 in it for the playground too
 - Sound System
 - Cheque written and given for \$10k to be used
- Halloween Dance = \$270 profit
 - Jasmine provided great feedback about day after. Said it did a great job bringing the community together
 - Coke donated water and juice
- Spirit Wear
 - Profited \$296.72
- COBS Bursaries are paid
- Gaming Grant Summary report is done
- Compassion fund
 - \$500
 - We'd like to give a \$100 gift card to each of our 8 families for Christmas, so we will increase the budget to \$800
- Motioned by Carling Seconded by Ruth
- Majority passed

4. COPAC Representative - *Roan Labreque*

- Meeting for Hot Lunch Coordinators = Nov 28th @ 6:30pm
- BCCPAC dues are being paid by COPAC in exchange for our proxy vote
 - Motioned by Michelle S and Seconded by Ruth
 - Majority passed
- No food program over the holidays. Our food drive is to supplement that

5. Fruit and Vegetable Coordinator Report - *Jennifer Dersch (not present)*

- Supposed to be once a month but came 2 weeks apart and nothing was communicated.

6. Health and Safety Representative Report- *Vacant*

7. Food Program Coordinator Report - *Dayna, Robyn and Amanda*

- Hot Lunch opening next week for winter session (Dec - Spring Break). No new vendors
- Profit is just under \$3,500 so far
- Not sure if we need to vote on subsidy for next term

8. Fundraising Coordinator Report

- Purdy's - *Jordana*



- Goal is \$24k and we've done about \$15k
- For sorting: last year it was done in the gym during the day and a curtain hid what they were doing
- Arrival date = Dec 7th -ish
- Holiday concert set up is happening on Dec 11th so it can't be sorted that day
- Jordana would like to have some volunteers to help sort
- Greenery - *Ruth*
 - Profited around \$1,044
 - 103 items sold
 - Had to order some extras to meet certain quotas, so there are 5 red and 1 white poinsettias left to buy
 - Ruth will get them to unload everything in the lobby. When people come to pick up their orders there will be hot apple cider
- Bingo Night - *Jordana*
 - Prize donations
 - Please contact people you know who can donate prizes
 - Jordana doesn't think we need to buy prizes. We can get enough donated
 - THURSDAY FEB 8TH = To coordinate with 100 day so that people can be dressed as elderly people
 - Jasmine will confirm availability of the gym
 - Need an MC
 - Jasmine can call numbers
 - Michelle S has a ball/wheel for balls
 - Will coordinate a separate meeting to discuss
- Sonic Wash
 - Needs to be ready for the spring or middle of winter
 - Jordana and Carling will work together on it
- Cookie fundraiser
 - Jordana has a friend who has a business and a commercial kitchen
 - "Lazy Batch"
 - Profit is around \$6 per dozen
 - Thinking for Easter

9. Communications Coordinator Report- *Kristi Caldwell*

- Things working well for fundraising communications even though they're coming from different sources
- 2 days before close and day of text reminder
- Small reminder items can be sent to Jasmine

10. Green Committee Report- *Ruth King (approx. 5 minutes)*

- Library Bag update
 - Jasmine spoke with the librarian and she's on board
 - Current plastic bags are only up to grade 3
 - We can put a design on them
 - Green Committee has a budget of \$4,000 for the year and not much has been spent
 - Bags would be purchased for Kindergarten to Grade 3 and they keep it for all 4 years. They don't get turned in
 - Extras/replacements could be purchased
- Return-It
 - Labels are in the office for bags
 - Meant for just school recycling, not for families at home
- Front gardens
 - Jasmine has looked into improvement. Only 2 options are 2 kinds of rock. She's looking into it
- Outdoor classroom
 - Ruth would like Jasmine to approach district about an outdoor classroom, sitting rocks, etc.



- Mrs. Kirschner and Jennejohn are looking into something too

OLD BUSINESS | NEW BUSINESS

Lost and Found - *Ashley*

- Next day is Nov 30th
- communication to families
 - Video will be posted on the facebook page and a link will be sent out in an email
 - If there's a Mabel's Labels on it, it will be left in the office and the grade 6's can distribute
 - Incentive for Mabel's Labels. Asked Jasmine to put a reminder in the January newsletter

please

- new volunteer would be welcome for next year

PAC Website? - *Carling, Jasmine*

- Would be nice, but too much going on at the moment

ADJOURNMENT

Motion to adjourn the meeting at 8:50pm

NEXT MEETING

Wednesday Jan 17th