



Parent Advisory Council MINUTES

South Kelowna Elementary PAC Meeting MINUTES

Date | October 20, 2021 Time | 7:00pm Location | SKE School Library

Meeting called to order by | Michelle Crossley

IN ATTENDANCE

Michelle C	Leah G	Robyn	Ruth	Rowan
Michelle S	Nadia P	Mary S	Kamal	Jordana
Heidi V	Jody G	Dayna	Allie	Jen
Crystal A	Kristi C			

AGENDA

President's Welcome

Meeting Called to Order

By Michelle C at 7:05

Review and Approval of Agenda

No adjustments or additions. Approved by Heidi V

Review and Approval of Previous Minutes (Sept. 22, 2021)

No adjustments or additions. Approved by Kristi C

Action Item

Meeting minutes to include short discussion and action items.

REPORTS

PRESIDENT'S REPORT *Michelle Crossley*

Discussion

- PAC email is up and running
- PAC Mail sent to school
- Volunteer List started
- Spirit wear

Action Items

- PAC email will be checked by the President every 3-5 days. For anything urgent please contact the school.



- Michelle S will check mail delivered to school, scan it and send to PAC members
- Michelle C has created volunteer list. Please contact Michelle C to be added. Michelle C will email current list.
- Michelle S and Leah to work together on list of clothing items.
- Use school cash online for a platform to purchase spirit wear (Less is more, simplify spirit wear this year)
- Find a volunteer to champion this

PRINCIPAL'S REPORT *Nadia Piasentin*

- Playground committee
- Hot lunch program
- Halloween costume parade – parents can come and watch, Friday Oct 29 2pm
- Remembrance Day planning – zoom meeting
- Meetings to support students in classes, form teams and collaborate
- Orange shirt day recognition – Sept 29 success
- Parent teacher conference success
- Practicing fire drills and earthquake drills
- Grade 6 back on leadership duties/activities
- Volleyball starting up

TREASURER'S REPORT *Michelle Scheibel*

Discussion

- Report Acct balances as of Sept 23
- Acct activity to date
- New items: GoFund Me playground proceeds
- Propose a Vote to close the old GoFund me and move funds to PAC
 - Heidi and Leah motion to approve and second
 - Everyone in favor
- Motion to Vote on how to spend bursary funds
 - Can we second this motion: Robyn seconds
- COBBS bursary – student must have attended SKE min of 3 years
- Family who was affected by the crane accident had two children at SKE, bursary to be given to each child. \$300.00 to each child
- Remainder amount give towards the COBBS 500.00 each for 2 students
- Motion to vote to move giving 600.00 from bursary account to children affected by crane accident via compassionate fund
 - Jody motions
 - All attendees approve
- Motion to vote to allot COBB funds 1000.00 total to 2 bursaries
 - Jodie approves motion
 - All attendees approve
- Playground fund – families can go online and donate to the fund but must put in note or on chq that it goes to the playground fund, 100% proceeds go to playground and anything over 25.00 gets a tax receipt
- Grade 6 budget for Gardom Lake Trip
- New lead on bottle drive, Kim Hardy-Deagnon
- Picture collage poster for grade 6 vs yearbook



Action

- Discuss profitability of hot lunch in next meeting

COPAC REPORT *Jody Gibson***Discussion**

- Copac – attended meeting, 1st Monday of every month
- Review meeting minutes on their website
- Survey for catchment only sent to Mission and West Kelowna families

Action

- Ensuring all information gets out to our families in our newsletter

FRUITS AND VEGETABLE COORDINATOR REPORT *Jody Gibson***Discussion**

- Fruits and veg – apples going out this week

Action

- Revise letter for next year as we do not pass out dairy anymore

COMMUNICATIONS COORDINATOR REPORT *Kristi Caldwell***Discussion**

- 3 dedicated methods for Playground and Purdy's to go out within the next week
- Hard copy notice for playground and Purdy's to go in children's planner – 1 per child
- Dedicated email about each
- Facebook page
- School newsletter – monthly blurb from PAC to be added

Action

- PAC creating its own newsletter vs adding to SKE newsletter – decision to be made at a later date due to workload

HEALTH AND SAFETY REPRESENTATIVE REPORT *Mary Sullivan***Discussion**

- Recap on the clean air program
- Halloween safety tips
- Toboggan safety tips

Action

- Committee to implement initiatives
- Hands up surveys
- Present alternatives to reduce traffic
- June – grade 3 deliver program
- Carpool month
- Come back to the discussion: Committee being put together for spring 2022



- Tips sheet going in newsletter

FOOD PROGRAM COORDINATOR REPORT *Dayna and Robyn*

Discussion

- New website success- Munchalunch
- Hot lunch – Robyn unsure how to reopen the program to allow for ordering after the date
- Late orders not accepted
- \$70.00 in subsidy donations
- Huge increase in orders this year
- 100% - families in need are receiving help
- Trying some new vendors
- Request for vegan options
- Lots of volunteers

Action

- Reminders to go out more in advance
- Leftover lunches – Robin to give to students who come without food

FUNDRAISING COORDINATOR REPORT *Leah Garras*

Discussion

- Purdy's launched, verbiage in letters going out
- Chq or online options available
- 25% back if 1000.00 raised
- Pizza party for class winners – 2 classes
- 2 metrics- highest earning plus class who has most students who participate
 - Motion to second
 - Kristi C
 - Attendees vote – all yes
- Order close Nov 22
- Greenery fundraiser – Ruth spearheading
- Carwash fundraiser

Action

- Dayna to reach out to pizza place to get donated pizza for pizza party
- If not able to be donated – PAC will pay with Purdy's money
- Reminders and motivators to be sent out about Purdy's
- Volunteers Nov 29-Dec 3 for pass out on Dec 6
- Michelle C, and Kamal Volunteer to reach out to Skoggies make account and hand out info to families. Percentage of proceeds go to PAC
- Letter to be provided to all parents to answer a few questions asking about interests volunteering vs donations vs purchases



NEW BUSINESS

PLAYGROUND COMMITTEE REPORT *Michelle S and Heidi V*

Discussion

- Discussion on receipt of funds moving forward for new playground, tax receipts
- Playground update, phase 1 .163k complete , 31k remaining for installation,
- Phase 2. and Phase 3. what they include and costs
- Grant proposals, donations

Action

- Immediate attention on phase 1 - 10k needed through fundraising
- Kristi C creating communication for all students to take home
- Additional grants to be applied for – Robyn to assist

NEXT MEETING

Motion to adjourn the meeting – Kristi C and Jody G

Meeting adjourned at: 8:40pm

NEXT MEETING: Wednesday November 17, 2021. Location TBA

