



Central Okanagan School District No. 23
DISTRICT HEALTH PROMOTING SCHOOLS COMMITTEE



MINUTES

Thursday, April 25, 2013

School Board Office – Board Room - 4:00 pm to 6:00 pm

IN ATTENDANCE		
Board of Education	Deb Butler	Murli Pendharkar
COPAC	Valary Chidwick, Middle	Janice Loukras, Secondary
COPVPA	Michael Snedden, Elem.	Jill Voros, Middle Curtis Schreiber, Secondary
COTA	Cathie Pavlik, Middle	Karen Gilbert, Secondary
CUPE	Margaret Varga	
IHA	Kim Bucek, Public Health Nurse	
Mental Health	Beth Flynn	
HPS Coordinators	Tricia Labrie	Janelle Zebedee
District Staff	Norm Bradley	Gillian Thomson, Recording Secretary
REGRETS:		
Aboriginal Education	Karen Chase	
CUPE	Note: Paul Ainsworth - Stepping down	
IHA	Cathy Richards, Community Nutritionist	

1. WELCOME

2. AGENDA

- 2.1 Adoption of April 25, 2013 Agenda.
 Moved by Janice Loukras. Seconded by Kim Bucek.

3. MINUTES

- 3.1 Adoption of November 7, 2013 Minutes.
 Moved by Cathie Pavlik. Seconded by Murli Pendharkar.

4. 2012-2013 HPS ACTION PLAN

- 4.1 Workshops – Janelle and Tricia have been delivering Action Schools! BC student workshops in various elementary schools.
- 4.2 Got health? Update – final celebration will be on May 29th, 2013 (9:00 -11:00 am) at HRES.
 Email got? health inquiry questions to the HPS committee.
- 4.3 HACE Leaders' Meeting – the fifth of five Elementary HACE reps meetings has been completed. This was a new initiative this year and although formal feedback will follow, it was noted that great connections, interest, momentum, excitement have been noticed, especially with resource sharing and best practice discussions. HACE outcomes were circulated. Mind-up training was discussed. The internal portal site on the SD No. 23 website for HACE will be developed and may be aligned with the Readiness portal.
 Bring HACE Rep Meetings feedback summary for the June meeting.
- 4.4 IHA Coordinator Meeting – the 13 IHA Health Promoting Schools Coordinators, along with a representative each from the Ministry of Education and the Ministry of Health, attended sharing sessions for two days in Kelowna on April 11 and 12, 2013.
- 4.5 Across the Lake Swim Grant – the final sessions are in progress. Approximately 700 grade 3 students took swimming lessons this year. The YMCA Strong Kids Foundation has provided the facility grants. Interior Savings and Across the Lake Swim Society have provided funding for the buses. Looking forward, the goal in 2014-2015 is to provide grant funding for all grade 3s in the Central Okanagan School District. A committee thank you was suggested.
 To send the Across the Lake Swim Society and the H2O Centre a thank you card for their contributions to the Grade 3 Swim Program.

5. EMPLOYEE WELLNESS

- 5.1 February Pro-Day "Taking Care of Each Other-Taking Care of You," presenters and workshops were well received. Approximately 325 staff participated. Planning has begun for next year. Currently the Employee Wellness Committee is running a month-long activity called, "Well Together". 22 school or office teams are participating in daily well together activities. Also noted was the new Employee Support organization effective May 1st, 2013. Shepell.fgi group has replaced PPC Canada. This information has been circulated with the staff groups in SD No. 23.

6. ONGOING BUSINESS

- 6.1 2013-2014 Draft Year Plan – a summary of the results of the committee planning activity was reviewed. Janelle and Tricia will be working on the draft one-year plan.
- 6.2 Breakfast Programs – Janelle and Tricia met with Murli Pendharkar regarding support from Rotary Clubs for expanding school based breakfast programs. As well, Mr. Pendharkar met briefly with Mr. Rick Cooper, Rotary Club member. More follow-up will be done prior to the June HPS meeting.
- 6.3 Community Link Funding – Norm Bradley handed out the *Recommended CommunityLINK Allocations* for the 2013/2014 school year, and proposed that \$10,000 be moved from the *Unallocated* column to the *Healthy Schools Initiative* column. This would change that budget from \$15,000 to \$25,000.

Motion: Moved that the *Recommended Community Link Allocations for 2013-2014* be adjusted to reflect the \$10,000 addition to Healthy Schools Initiatives, and then forwarded to the Board of Education for approval. Moved by Valary Chidwick. Seconded by Karen Gilbert. Passed unanimously.

- 6.4 Policy/Terms of Reference – both the Terms of Reference (TOR) and Policy 423 - Health Promoting Schools were discussed. No change is recommended for Policy 423, however four changes were recommended for the Terms of Reference:

Motion: Moved that the following changes be made on the HPS Terms of Reference:

- 2. a. ii. – *Trustee (1) and Alternate (1)*
- 2. a. x. – *Associate Member/s (not-voting, two-year term)*
- 2. d. i. *To ensure continuity and vitality of the committee, in general, each member on the committee will be asked to serve a two-year term.*
- 4. a. ii. – *The committee will meet five times during the school year to conduct the business of the committee. Additional meetings can be held to address emerging issues as agreed upon by the committee*

and then forwarded to the Board of Education for approval. Moved by Kim Bucek. Seconded by Cathie Pavlik. Passed unanimously.

- 6.5 Review of Action Items – reviewed and updated the list of Action Items.
- 6.6 HPS Logo – the proposed new HPS logo was displayed and discussed. It was agreed that "Central Okanagan" be added. The goal was a simple recognizable design.
- Motion:** That the proposed HPS logo be approved with the addition of the words, "Central Okanagan." Moved by Karen Gilbert. Seconded by Margaret Varga. Passed unanimously.

7. NEW BUSINESS

- 7.1 Interior Health Authority Contract Renewal – contract has been renewed for two more years.
- HPS Draft Budget 2013-2014 – The draft budget was presented. \$10,000 from CommunityLink was added.

8. INFORMATION ITEMS

- 8.1 Spring Valley Middle School Evergreen Grant – approximately \$1600 was received to support their community garden
- 8.2 BC Agriculture in the Classroom Foundation – Milk Expansion for Grades K-2 – handout provided. The BC School Fruit and Vegetable Nutrition Program is available in most schools – and now students K-2 will also start receiving milk. This is a Provincial Government decision and it is not expected to expand to other grades.
- 8.3 Student Health Report Cards – video link was shown to a recent CBC documentary – discussion followed. Generally the committee was interested, however caution was mentioned regarding testing and follow-up.
- 8.4 Scent Free Schools – Janice Loukras asked about scent sensitive students and the discussion expanded to in-door air quality. Norm Bradley shared that scent sensitivity is an important but not legislated issue which is handled in SD No. 23 through awareness and education. In-door air quality is handled through both the WCB department and the SD23 operations dept.
Distribute the information that Janice provided by email.
- 8.5 Additional Items from the floor
- Facieux Creek – KLO has received grants for the Facieux Creek project totaling \$49,000.
 - Glenmore Safe Routes to School project has been finalized.

9. FUTURE AGENDA ITEMS

- UbD – what's next after the end of the current 3-year plan

10. FUTURE PRESENTATIONS

11. MEETING SCHEDULE 2012-2013

11.1 June 6 - Thursday from 4:00 – 6:00 pm (School Board Office)

12. Adjourned at 6:05 pm.

ACTION ITEMS SUMMARY

Action Item	Person(s) Responsible	Status
Norm will consult with Peter Molloy regarding the ERASE survey/program.	Norm	Complete
Email got? health questions to the HPS committee	Gillian	Complete
Bring HACE Rep Meetings feedback summary for the June meeting	Janelle and Tricia	Complete
To send the Across the Lake Swim Society and the H2O Centre a thank you card for their contributions to the Grade 3 Swim Program	Janelle and Tricia	Complete
Distribute the "Scent-Free" information that Janice provided	Gillian	Complete