



**OYAMA TRADITIONAL SCHOOL
PARENT ADVISORY COUNCIL (PAC)**
15525 Greenhow Road, Lake Country, BC V4V 2E1
(250) 870-5121
www.ots.sd23.bc.ca

PAC MEETING MINUTES: January 11th, 2022 (Zoom Meeting)

Attendance: Principal Robbie Franklin, Rebecca Leboe, Heidi Starr, Daniel Hart, Virginia Holland, Shannon Cameron, Corie Robson, Victoria Thew, Michelle Woodsworth, Katharine Russell (*via Zoom*)

Start: 6:34pm

1. Welcome:

1.1 Acceptance of Agenda

First: Shannon Cameron

Second: Virginia Holland

1.2 Acceptance of Minutes

First: Heidi Starr

Second: Virginia Holland

2 Reports from Executive Officers:

2.1 PAC Presidents Report (Rebecca Leboe)

Winter Concert – Thank you to all who helped make it a success

Bottle Drop – Great success. Plans underway for streamlining March bottle drive

Signing Authority – Paperwork now complete. Rebecca & Michelle – account sponsors; Shannon third signature when required

2.2 PAC Treasurer's Report: (Virginia Holland)

Outgoing Treasurer – Virginia now removed from signing authority & stepping back as Michelle takes over. Final report submitted. Fundraisers have been strong so far - hot lunches have done well & basket raffle raised significantly more than expected. Creating roadmap for future fundraisers

3 Principle's Report: (Mr. Robbie Franklin)

Transportation working out logistics if they need to cancel the bus. Logistics underway for possibility of functional closures within the school. Mask use continuing within building. Meetings virtual when possible, e.g.: Monday assemblies & PAC meetings. January 31st school registration, followed by parent-teacher interviews (likely zoom). Currently immersed in learning OTS protocols, procedures & events. Grade 5 MDI survey info forthcoming for Grade 5 parents & PAC members

4 Standing Committee Reports

4.1 COPAC Update: First day back went well despite cold/flu season & Omicron. Parents asked to have Plan B for functional closures (ranging from single



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classrooms to schoolwide). Contact tracing has ceased – parents asked to keep children home if they have *any symptoms at all*, due to overlap between Omicron & cold/flu symptoms. Hot Lunch volunteers do not require Criminal Record checks. PAC can transfer Gaming Funds to new schools – discussion around how this will work with H.S. Grenda (donation vs. transfer). Gaming grant currently \$3,700, but donation provides more flexibility for HSG. *Action: Rebecca to seek clarity on transfer process (e.g.: timeline) & disseminate info on Gaming Grant spending options for PAC review.* Discussion around school upgrades re: COVID

4.2 Hot Lunch Program: (Heidi Starr). Holding off until February due to logistics around possible functional closures. Tentatively booked - every second Friday. Options may involve pasta, perogies, etc. May need to train 1 or 2 volunteers to function as back-up Hot Lunch Lead when Heidi is unavailable

4.3 Fundraising:

November Sip & Shop – Wine donations, craft tables, etc. Letter needs to be drafted for March/April disbursement

Bottle Drop – Scheduling for a March 19th bottle drive at school

4.3.1 Reminder of Ongoing Fundraisers:

Save-On Foods – Purchase gift card then pay for groceries. Portion to PAC

Nature's Fare – Bring in receipts & PAC gets portion of total

Oliver's Labels – Portion of purchase goes back to PAC

5 Old Business:

5.1 Grade 5's – discussion around Gardom Lake trip. \$275x35 students = \$9,600
Krispy Kreme fundraiser – aim for synchronizing with March bottle drive. *Action: – Rebecca to move forward with Krispy Kreme logistics*

5.2 Uniform Sale – Possibility to set up shop & swap in gym. *Need K-Gr. 1 sizes*

5.2 Water Fountains – Water bottle refill station – only one installed so far & water fountains still open. *Action- Mr. Franklin to confirm & work on redirecting to refill station*

6 New Business:

6.1 Pink Shirts – Diane Crombie willing to do fundraiser with pink shirts. Sell through hot lunch portal. Possibly 2-3 styles. Move to proceed with fundraiser (unanimous).

First: Heidi Starr

Second: Victoria Thew

6.2 Transparency from PAC – Minutes to be loaded onto website by Mr. Franklin. Shannon to get info to Christy upon completion of minutes. Three highlights from meeting minutes, upcoming fundraiser info, next meeting date. *Action: Shannon & Rebecca to create infographic template to provide to Christy*



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Possibility to include information on PAC as a one-page document for new families or Kindergarten families at start of year

6.3 Facebook Group (Oyama Traditional School Parents) vs Facebook Page (Oyama Traditional PAC). The page was created as a placeholder to allow Rebecca & Heidi to post as Oyama PAC on OTS Parents group. Victoria to post relevant COPAC info, Heidi to continue posting Spirit Days, Hot Lunch Info, fundraiser info, etc. Scheduling feature can only be used when you are an Admin

Meeting Adjourned: 8:10pm. See you February 8th at 6:30pm!