



OYAMA TRADITIONAL SCHOOL PARENT ADVISORY COUNCIL
15525 Greenhow Road, Lake Country, BC V4V 2E1
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www.ots.sd23.bc.ca



Meeting Minutes – OTS PAC AGM – Monday, June 3, 2024

Welcome, Land Acknowledgement & Introductions: (Taylor Coelho)

We acknowledge that we live, work, and play on the traditional and unceded territory of the Syilx, Okanagan People

Agenda: Motion to accept the June 3, 2024, agenda as presented

Motioned by: Melanie Anaka Seconded by: Victoria Thew All in Favor: yes

Past meeting minutes: Motion to accept the May 13, 2024, meeting minutes as circulated.

Motioned by: Victoria Thew Seconded by: Melanie Anaka All in Favor: yes

Attendance: Victoria Thew, Melanie Anaka, Taylor Coelho, Kerry Kristy, Tiffany Gamble, Michelle Woodsworth, Rebecca Leboe, Katharine Russell, Dan Hart, Jill Allingham, Brooke Jones, Kristy Campbell, Corie Robson, Megan Farrow

1. Year End Report from Executive (Taylor Coelho):

- See OTS PAC Annual Report 23/24 - ATTACHED
- Full Review of annual Budget including (losses, gains and donations)
- List 23/24 Sponsors that assisted in various aspects- ATTACHED
- \$915 in donations from OTS Families to help sponsor children for lunches
 - Breakfast Program was seen as a positive addition to school
 - Special Thank You to Heidi Reagan for 6 years as the Lady O Lunch and recognition from all PAC members for her dedication to service
 -

2. Year End Financial Report (Lacey Doucet):

- presented by Victoria Thew in Lacey absence
- OTS PAC Annual Report ATTACHED
- BUDGET- Opening Balance September 12/23 \$28,830.68
- BUDGET- Closing Balance June 3rd 2024- \$47,061.78

2. Principal Report: (Mr. Robbie Franklin):

- Thank you to PAC for their hard work
- READ ALOUD- POLICY from SD23, policy #703 and #351 with references to defamatory words, everyone being deserving of a respectful workplace, unprofessional behavior, communications that are of bullying/harassment and/or cyberbullying
- Cross Country- successful with a Thank You to Lori Penner for her assistance,



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3. Standing Committee Reports:

COPAC (Victoria Thew): **Annual Report Attached**

- Rhonda Olverson- Feeding Futures- update on food programs funded by the school district

Yearbook (Corie Robson):

- near completion
- Corie Robson “Going to get it DONE”
- Question from Jill Allingham- regarding online electronic copy- Corie Robson agreed that a copy can be sent to all those that paid for a hardcopy.
- Nikki Rattray to give school cash online sales numbers
- **Motion:** Corie Robson to send digital copy of yearbook to all OTS families
2nd: Rebecca Leboe All in Favor: Yes
***Robbie Franklin to send stipulations regarding digital copies to OTS families

4. Old and New Business (30 min):

- 2024/2025 PAC elections reschedule discussion until June 10th 2024 meeting

5. Round Table (10 min):

- Taylor Coelho and Victoria Thew brought forth Munch a Lunch for 2024/2025 school year
- Munch a Lunch
 - Parent Friendly to use
 - lunch program the same when they attend HS Grenda Middle School
 - Administrative aspects include:
 - ❖ same day support online
 - ❖ user friendly for administration to use
 - ❖ provides a parent reminder the day before
 - ❖ can be used for Fundraisers
 - ❖ will email vendors directly to secure order
- Dan Hart suggested that the PAC may choose to meet more often
- Taylor Coelho, Victoria Thew and Melanie Anaka need extension to think about their nominations and/or positions for the 2024/2025 PAC

6. Future Agenda Items:

- June TBD – Food Bank Programs – Joy - did not attend and PAC will try and reschedule a
- June 10 – PAC Meeting with the 2024/25 OTS PAC
- June 10 – COBBS Presentation – guest speaker

Meeting Adjourned: 8 pm.

Next meeting date: 6:00pm Monday, June 10, 2024 – school library

Reminder of Ongoing Fundraisers:

- **Winfield Return-It Centre** – Return your empties all year long under the OTS account #54.
- **Save-On Foods** – Purchase gift card & use for groceries. 3% back to the PAC.
- **Nature's Fare** – Bring in receipts to Christy & PAC gets a portion of total.
- **Oliver's Labels** – Use OTS Code & portion of purchase goes back to the PAC.

Oyama Traditional School Parent Advisory Council Annual Report 2023/2024

We are pleased to present the year-end report on behalf of the Oyama Traditional School PAC Executive, summarizing our efforts in 2023/24 to enhance parent and student involvement, building on our community engagement.

Some of the OTS PAC accomplishments this year included:

- Had over 20 members on the team between the PAC and our committees
- Set up new PAC committees and recruited volunteers for the committees which helped the PAC with events, fundraising, social communications and much more
- Sponsored and organized the renovations in the greenhouse
- Created a PAC Google drive for storing PAC files. Also created PAC email accounts for executive positions and some of our committees to help keep things organized, streamlined and record keeping
- Welcomed students and families back to OTS on the first day of school with a welcome table, photo booth and uniform swap and sale
- Hosted a back to school BBQ for families in September and were able to get the majority of the costs sponsored from local companies
- Gave the teachers funds for classroom materials
- Sponsored new uniforms for students in need by making a donation to the Turner Fund
- Secured sponsorship for the grad hoodies for the current Grade 5 students
- Got sponsorship and grant funds from our local Firehall and Kiwanis to purchase new classroom levelled reader books as part of the schools literacy goals
- Ran a new fundraising event "Oktoberfest" and had a ton of local sponsorship for the silent auction. a great turnout, and over 32 local vendors supporting
- We hosted the annual Sip & Shop that supported local vendors and welcome 7 young entrepreneurs
- With the support of the school community donations; we were able to sponsor 30 individuals in December for the holidays by bringing back the Angel Tree
- Supported the school, students and staff to have a successful Winter concert
- Ran a successful Winter basket fundraiser with the help of our school community and their many donations for the baskets
- Purchased 48 school sports jerseys with our new logo & team name "Osprey"
- Assisted with funding for bussing for various field trips
- Hosted a Valentines family dance in the school gym that was fully sponsored
- Hosted a family movie night to help the grade 4 students earn funds towards their fundraising goals for their grade 5 grad year
- Helped send 24 Grade 5 students to Gardom Lake for their year end trip through bottle drive fundraisers

- Sponsored the year end Grade 5 Grad celebration
- Selected a Grade 12 GESS student to receive a COBBS Bursary from the PAC to be used for secondary education
- Commissioned artist Coralee Miller to create our Osprey school mascot logo
- Created and printed over 100 yearbooks to commemorate the year
- Created a float to celebrate our school community in the Oyama Fun Days parade
- Supported the hot lunch fundraising program that was offered bi-weekly for students to purchase lunch
- Ran a successful pizza slice fundraiser every month
- Sponsored on average 10 students monthly with hot lunches and pizza slices
- Secured sponsorship for the grad hoodies for the Grade 4 students who will be returning in the Fall for Grade 5
- Gave funds to teachers to plan a year end field trip/activity for their class
- Had a ton of sponsorship and donations this year (see attached donor list)

A full financial year end summary report is attached to show the PAC annual budget, expenses, revenues, profits and over/under budget line items. Started the year with an opening balance of \$28,830.68 and as of Friday, June 21 balance is at \$41,374.73

Many of the OTS PAC accomplishments were achieved through support from our school community, local business, and the incredible volunteers we had to help us. We are so thankful and couldn't have accomplished all of this without all the support.

We are thankful for the opportunity to have served as your 2023/24 OTS PAC Executive.

Signed,
 Taylor Coelho, President 2023/24
 Victoria Thew, Vice President 2023/24
 Melanie Anaka, Secretary 2023/24
 Michelle Woodsworth and Lacey Doucet, Treasurer 2023/24
 Rebecca Leboe, Past President 2023/24

2023/2024 Sponsors for OTS PAC	
Home Depot Kelowna	Greenhouse
Kel Lake Greenhouse	Greenhouse
Steve Agar Lawn Care and Yard work	Greenhouse
Okanagan Yardworks	Grad Hoodies
IGA Winfeld	BBQ
Save On Foods Lake Country	BBQ
Sun Rype Kelowna	BBQ
Samantha Day Photography	Oktoberfest
Spion Chiropractic and Rehab	Oktoberfest
Invati	Oktoberfest
Anytime Fitness	Oktoberfest
Tireland Vernon	Oktoberfest
JCI Designs	Oktoberfest
Brick House Beauty	Oktoberfest
Home Hardware Lake Country	Oktoberfest
L'Isola Bella Bistro	Oktoberfest
Holistic Health and Healing Energy	Oktoberfest
Wild Coven	Oktoberfest
Arrowleaf	Oktoberfest
Bare Skin Studio	Oktoberfest
Pane Vino	Oktoberfest
Go Go Sushi	Oktoberfest
Manmade Barber	Oktoberfest
Oyama General Store	Oktoberfest
Ex Nihilo	Oktoberfest
Normans Diner	Oktoberfest
Seafoot Creations	Oktoberfest
Vernon Vinters	Oktoberfest
Turner Tree Farm	Oktoberfest
Krafty Kobweb	Oktoberfest
Epicure - Angela Hein	Oktoberfest
OKGN Beauty District	Oktoberfest
Starbucks Turtle Bay	Winter Concert
Tim Hortons - Lake Country	Winter Concert
Natures Fare Vernon	Family Dance
Crafted Developments	Family Dance

OTS PAC BUDGET: September, 2023 - June, 2024

PAC Account:	Annual Budgeted Expenses	General Account Actual Expenses	Gaming Account Actual Expenses	Over (Under) Budget	Net Revenue Earned
Opening Balance \$28,830.00 @ Sep 12/23					
Community Gaming Grant (1)	-				1,350.00
BCCPAC Membership dues (2)	85.00				85.00
Banking Fees - gaming account	80.00		27	(53.00)	
School Jerseys	2,712.24	1,563.68	1,100.00	(48.56)	
Bussing - field trips	2,000.00	0	1,800.00	(200.00)	
Grade 5 Garden Lake Camp June 2024	4,500.00	1,154.80	3,000.00	(345.20)	
Grade 5 Grad Hoodies (3)	1,575.00	0		(1,575.00)	1,575.00
Grade 5 Celebration (4)	600.00			(600.00)	
Admin	250.00	111.34	4.20	(134.56)	
Back to School BBQ	600.00	314.15		(285.85)	
Bunary (COBS)	1,025.00	1,025.00		-	
Carma account yearly fees	149.99				
Classroom Recycling Bins	50.00	42.01		(7.99)	
Classroom Levelled Readers (5)	2,000.00	0		(2,000.00)	2,100.00
Hot Lunch Fundraiser (6)	9,500.00	9,374.60		(125.40)	5,894.70
Hot Lunch Donations	915.00	493.05		(421.95)	421.95
Hot Lunch Kitchen Items	250.00	0		(250.00)	
Hot Lunch Software yearly fee	315.00	315.00			
Indigenous Activities	1,000.00	43.96		(956.04)	
Oyama Logo Artwork	400.00	300		(100.00)	
Pizza Day Donated Slices	120.00	0		(120.00)	
School Picture	300.00	198.23		(98.23)	
Teacher/Admin Departure Gifts (approx \$100/yr)	200.00	230.26		30.26	
Teacher Support/Classroom Related Materials (\$250/classroom)	2,500.00	2,500.00		-	
Turner Fund (Uniforms)	300.00	300.00		-	
Yearbooks	2,100.00	2144.1			2,275.00
Year End Staff Appreciation Gifts (approx \$12/yr @ 25 people)	350.00	304.44		(154.44)	
Year End Teachers Lunch 2023-24	500.00			(500.00)	
Year End Classroom Field Trips (\$300 per teacher) (8)	2400	133		(2,307.00)	
Events and Fundraising (\$4,100.00):					
Welcome Back to school	300.00	0		(100.00)	0
Bottle Drives	400.00	197.31		(202.69)	6,064.83
Octoberfest	150.00	81.24	30.00	(58.76)	2,702.35
Toy 'N' Shop	1,000.00	866.84		(133.16)	2,833.83
Creative Kids Art Fundraiser					1,057.50
Winter Concert	300.00	420.22		120.22	344.00
Winter Concert Baskets	350.00	674.02	25.00	549.02	3,114.51
Family Day Dance	200.00	235.69		35.69	199.90
Movie Night @ OTS	1,000.00	463.42		(536.58)	243.23
Oyama Days Parade Float	800.00	311.12		(468.88)	0
Pizza Slice Fundraiser	7,595.00	5,287.99		(2,307.01)	2307.41
Sub TOTAL:	48,172.23	29,104.97	5,966.20	(12,810.17)	33,577.15
Less Revenue		33,577.15			
NET COSTS:		1,494.02			
Closing Balance \$47,061.78 @ June 3, 2024					

1. Grant funds we receive each year per student
2. CDPAC paid 2023 PAC dues this year
3. Okanagan yardworks sponsored grad hoodies
4. Grad celebration ongoing - will update once completed
5. Books sponsored by Firehall and Kiwanis
6. Hot Lunch doesn't include cycle B profits
7. Year end field trips - waiting for invoices day, gleboff, stewart, maxton, hewitson, daniels (got Reiber)