



**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 11, 2023

**Attendance:** Robbie Franklin, Rebecca Leboe, Heidi Starr, Michelle Woodsworth, Victoria Thew, Shannon Cameron, Corie Robson.

**Meeting Start:** 6:40pm

**Reports from Executive Officers:**

**PAC President's Report - Fundraising Overview (Rebecca Leboe):**

- Typical initial legwork - approach company, logistics, graphics, letters out to parents/caregivers, selling, promoting, reminders, wrap-up, financial component. Rebecca requires assistance with this going forward - not sustainable for one person. Recommend sub-committees such as: Gr. 5 Grad Committee, Gr. 4 Fundraising Committee (donut fundraiser for Grad hoodies next year - April 2<sup>nd</sup> p/u). Volunteer liaison position also needed. Discussion around movie nights & popcorn fundraisers. November Sip & Shop will proceed in 2023, but require planning assistance.
- Going forward, Shannon to make requests when PAC events need to be added to school calendar via Christy.
- Rebecca to write email to Gr. 4 parents tomorrow re: fundraising.

**PAC Treasurer's Report (Michelle Woodsworth):**

- Hot Lunch cycle 2: \$1,713.36 - expenses = \$748.29 raised.
- Current balance \$32,478.18.
- Sip & Shop: \$3,180 revenue - expenses = \$2054.30 raised.
- Christmas Baskets: \$3,250.29 - expenses = \$3,187.88 raised.
- PAC Gaming account \$4,721.87.
- Discussion around this year's budget.

**Unanimous**      **Motion:** Remove gymnastics & school concert from this year's budget.  
**First:** Heidi Starr  
**Second:** Victoria Thew

**Unanimous**      **Motion:** Reduce staff appreciation gifts to \$150 & increase year-end teacher's lunch to \$500.  
**First:** Michelle Woodsworth  
**Second:** Heidi Starr

**Unanimous**      **Motion:** Continue with Cambridge for uniforms next year.  
**First:** Corie Robson  
**Second:** Victoria Thew



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

- Discussion around funding. Subsidized \$52 per student for fieldtrips.
- District - student fees & cultural fees were covered for families.
- February: Harmony day, pink shirt day, Valentines, Family Day

**Standing Committee Reports**

**COPAC Update** (Victoria Thew): Corporate donations can be accepted, but we cannot issue tax receipts with direct donations. SchoolCash Online donations over \$20 can get receipt - goes to school, but specifies OTS PAC. Can't give special recognition to sponsors (signage, etc), but can give special mention of them verbally or in newsletter.

**Reminder of Ongoing Fundraisers:**

**Save-On Foods** – Purchase gift card & use for groceries. 3% back to PAC

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

**Oliver's Labels** – Use OTS Code & portion of purchase goes back to PAC

**Old Business:**

- Tabling LifeTouch Photographers discussion to next meeting.

**Meeting Adjourned:** 8:12pm. Next meeting February 8 @ 6:30pm in OTS Library