



OYAMA TRADITIONAL SCHOOL PARENT ADVISORY COUNCIL

15525 Greenhow Road, Lake Country, BC V4V 2E1

otspacexec@gmail.com

www.ots.sd23.bc.ca



MEETING MINUTES – OTS PAC MONTHLY MEETING – TUESDAY, October 10, 2023

Attendance: Taylor Coehlo, Victoria Thew, Michelle Woodsworth, Melanie Anaka, Rebecca Leboe, Heidi Starr, Corie Robson, Robbie Franklin, Jessica Krayzanowski (on video)

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

Acceptance of Agenda

First: Corie Robson

Second: Michelle Woodsworth

Acceptance of Minutes

First: Melanie Anaka

Second: Corie Robson

Reports from PAC Executive Officers (5 min each):

Presidents Report (Taylor Coelho):

- Meeting Etiquette Review, also added time slots to agenda to help us stay on track & aim to end on time
- Reminder: Committee leads need to send Taylor committee report for review the Thursday prior to PAC meeting in order to be allotted time on the agenda, PAC agenda send by end of day Friday prior.
- BBQ- Successful - Budget was \$600, Actual Cost = \$314 , school pays half so PAC cost is \$157
- Successful Bottle Drive - congratulations to the team - events will discuss specifics in their report

Vice President's Report (Victoria Thew):

- Cambridge Uniform update: pricing potentially increasing in the new year. Run a light blue shirt order end of October before prices may increase VOTE: all in favor
- Been working with Robbie on shirt design for the Houses with OTS crest included - showed draft - team Feedback: can we see black shirts with white outline around house logo in center or something similar that is not primarily white
- Oyama Hall contacted us about some decor they were disposing & asked if we wanted to come take any of it before. \got some Halloween and Hawaiian themes, suggested using the hawaiian themed items for the Oyama Days float to save \$\$
- Class Parents: With the help of Kerry at the BBQ we got lots of volunteers signed up for all our committees - we almost have all the class parents spots filled, just need 3 more classes covered, will send out recruitment ad next week on parent page.

Secretary's Report (Melanie Anaka): asked for items to add for newsletter Oct 2023

Treasurer's Report (Michelle Woodsworth):

- Current balance \$30,089.68
- Hot Lunch cycle \$1,765.89 revenue (\$427.50 Pizza day fundraiser)
- _____ - \$ expenses, _____ profit \$ *waiting on Bambora payments into PAC acct
- PAC Gaming account \$3,271.87 balance
 - Less \$1,107.00 - Outdoor Sporting Equipment
 - Less \$1,800.00 - Bussing

- Leftover Gaming funds from last year were used as Beautification of Common Space for Greenhouse upgrades so that we didn't have any \$\$ left unused - will debit acct end of Oct 2023
- Review COBBS Bursary requirements
MOTION: change Cobbs volunteer req't from Oyama to Lake Country as part of volunteer requirement
First: Melanie Anaka Second: Corie Robson Vote: Unanimous
- Sip n Shop: Monies received for 19 tables as of 11/10/23 Revenue to date: \$950.00 as of 11/10/23
- Housekeeping: Committee heads to inform Michelle Woodsworth of all monies, Including: pricing / start dates/gaming info/floats
ACTION: Tiffany Gamble work with Michelle to apply for gaming license for Winter Baskets
Tiffany Gamble to email float amount to Treasurer
- Receipts- submit via email to ots.pactreasurer@gmail.com. Bring originals to office for pick up reimbursements can take up to 7 days

Principal Report (10 min): (Mr. Robbie Franklin):

- New Admin - Nikki Rattray
- New CEA - Michela Delisle
- Orange Shirt Day Successful- Special mention to the Moyer Family for assembly presentation
- Staff Implementation Day- Indigenous- staff traveled to WBFN- Corelei Nickelson and Viewed Rose Valley Fire affected area
- UFLy Phonics program review by staff. What is learning? Begin an instructional learning team/ Learning begins with gratitude. Staff big focus on reading this year for our students
- We got 4 New Students- 175 total
- LC Food Bank- donated a fridge for OTS Breakfast Program / food by donation from LCFB/ CEA's up to 5 hours extra per month to assist/ for all students to access non stigma attached
- Robbie accessed Turner Fund to help new families who needed it for school uniforms & helped pay for school fees and field trips
- Gr.4- FSA in October
- Winter Concert- December 7th- Creekside theater confirmation/ GESS Drama Club to assist/ Decorate on 6th

Standing Committee Reports (5 min each):

COPAC (vacant): Victoria gave quick notes. SD23 is currently at 107% capacity. Reminder ADHD presentation by Dan Duncan is on October 17 via zoom. Will find out benefits of BCCPAC membership at next week's COPAC meeting

Events (Tiffany Gamble):

- Bottle Drive was a great success, 14 Gr.5 attended, revenue was \$3184.45 = works out to \$213 for each grade 5 that volunteered to go towards their trip fees
- Oktoberfest: reached out to over 30 businesses for silent auction donations & we are getting a great response. OTS families were given the option to pre-buy tickets, tickets for sale at door/OTS parents to volunteer. Will have 50/50 draw, games and entertainment as well. We get \$12.50 per adult meal & \$3.50 per kids meal sold. Ask to keep helping spread the word
- Sip and Shop: Rebecca gave an update. We have over 30 vendors registered and would like to get to 40. We need to get wine donations. Will have 2 food trucks. Taylor is working on getting a guitar player to play music. Volunteer sign-up will go out soon. Keep helping get the word out via facebook. We have 2 bartenders volunteered - Heidi & Jane, both have serving it right
 - Victoria to apply for the special event permit liquor license
 - Rebecca working on event insurance, has 1 quote & waiting on a 2nd

Fundraising (Jessica Kryzanowski):

- Creative Kids work started - October 16th - pkgs to teachers/ Jessica to delivered/ 30% of profits back to PAC/close order November 1st/ delivery by December 4-8/ will need
- Pizza by the slice (Cheesy Thursdays) - first one is this week. We had over 250 orders

- **Kernels Fundraiser-** have to purchase 40 bags per savory flavor cost \$1.35/bag plus gst, suggested sell price 2.50 per bag. Sweet flavors are \$1.45/bag plus gst. Bags have a 12 week self life from date they are packaged in store. Look at doing in new year as a fundraiser geared to Family Day weekend & possible also purchase for future family Movie Night @ Creekside theater or outside in our big field

Grade 4 (vacant):Victoria Thew to set up Committee

Grade 5 Grad (Heidi Starr/Kerry O'Brien/Rebecca Leboe): Rita Love join committee.

Hot Lunch (Heidi Starr):

- 1st round ordering completed/ Gr.3 help with labels and names in classroom/ Gr.% deliver orders & aim to have parent volunteer with them if we get enough parents. New Hot Lunch Coordinator still needed & need to start recruiting. We have 6 volunteers signed up to help on hot lunch days.
- Hot Breakfast: sponsored by LCFB/ Joy with provide ingredients/ CEA to serve/ Corie and Victoria volunteered to take the lead & organize volunteers to cook overnight oats in slow cookers and deliver to OTS before bus arrives. Heidi Starr to email information to Victoria & Corie so they can work on getting this running.

Social Media (Rebecca Leboe): request to recruit an additional social media team member by month end when she returns to work

Yearbook (Corie Robson): plan to send out survey once photo days and orders are complete to get feedback. Looking at alternate options for large school photo printing to try and save \$\$

Old Business (5 min): PAC calendar review for upcoming months

- Winter Baskets – kickoff starts November 1
- Creative Kids Art Fundraiser submissions & orders open November 13
- Sip and Shop event fundraiser on November 23.

New Business/Future Agenda Items (10 min):

Round Table (5 min): Rebecca raised concerns about the budget for the literacy books, should be a district cost but understands the funds just are not there after a further review. Taylor & Victoria discussed the history of how this came to the PAC as a request for support in August after they reviewed the schools budget & there are no additional funds for anything this year. Budget item was reviewed at the August workshop & Sept PAC meeting & approved by majority felt this was important for our students to try and raise funds for. If Kiwanis grant gets approved it will cover half of the cost, won't know approval till new year, funds raised from pizza sales to help, Taylor & Victoria with Mrs. Andrews are still actively working to find grants & sponsors to help.

Meeting Adjourned: 8:30 pm.

Next meeting date: 6:30pm Tuesday, November 14, 2023