



The Central Okanagan Parent Advisory Council

General Meeting Minutes
Date: April 8th, 2024, at 7pm
Location: Zoom

*The Central Okanagan Parent Advisory Council acknowledges that this meeting
is being held on the unceded, Traditional Territory of the Okanagan People*

COPAC Executive: Nicola Baker (**CLE**), Simon Adams (**CMS**), Roslyn Hazen (**HMS**), Deannie Zahara (**KLO**), Leslie Atwell, Nathan Hind, Jeanette Watson (**OKM** alternate)

In Attendance: Meeno Thompson-**ASM**, Kristina Grant-**AME**, Danielle Ferguson-**BHE**, Brittany Connor-**BGE**, Nicole Codispotti-**BCE**, Heather Engram-**DRE**, Jenifer Dyson-**DWE**, Kellie Garcia-Bunting-**GME**, Jill Glassford-**HGE**, Shan Gill-**HRE**, Gorana Shaw-**MJE**, Amanda Davies-**QGE**, Lisa Schetel-**RLE**, Roen-**SKE**, Amanda Kraft-**SRE**, **RMS & RSS**, Caitlyn Harrington-**SVE**, Sabrina Chapman-**WAT**, Amanda Davies-**SMS**, Tanya Leshuk-**GESS**, Camilla Biffard&Cadre Simpson-**KSS**

PARTNERS PRESENT:

Superintendent of Schools-Kevin Kardaal

Deputy Superintendent- Terry-Lee Beaudry

Board of Education: Trustee Leanne Tiede, Trustee Geistlinger

COTA (Central Okanagan Teachers Association)- Susan Bauhart

CUPE (Canadian Union of Public Employees)- Teri Wishlow

DSC (District Student Council)- no reps present.

1.0 Call to Order -Greetings and Introductions Nicola Baker, COPAC President

2.0 Guest Speaker –none

3.0 Establish Quorum (10 Voting Members) Established with 28 school PACs.

AME	X	ASM	X	BHE	X	BGE	X	BCE	X	BME		CAS		CTE		CLE	X	DRE	X
DWE	X	ELE		GME	X	GRE		HGE	X	HRE	X	MJE	X	NGE		OTS		PLE	
PSE		PGE		QGE		RAY		RVE		RLE	X	SLE		SKE	X	SRE	X	SVE	X
WAT	X	WRE																	
CMS	X	CNB		DRK		GMS		HMS	X	KLO	X	RMS	X	SMS	X				
GESS	X	KSS	XX	MBSS	X	OKM	X	RSS	X										

4.0 Agenda: Additions/Approval

Motion: To accept the April 8th, 2024, COPAC Agenda as presented.

Motioned by Roslyn H., seconded by Leslie A.

All in favour: **Motion caried**

5.0 Minutes: Additions/Approval

Motion: To accept the March 4th, 2024, minutes as circulated.

Motioned by Kristina G., seconded by Roslyn H.

All in favour: **Motion caried**

6.0 SD23 PARTNER GROUP REPORTS

Trustee Update – Trustee Leanne Tiede

- Due to Spring break not much too share tonight, lots going on in our district with more info to be shared soon.
- The Board will be attending the BCSTA AGM and put forth a motion that was accepted to Advocate to

the Ministry of Finance to increase MOECC Annual Facilities Grant (AFG) *so that school districts may address the accumulating cost of deferred maintenance to improve accessibility ensure student safety enhance learning environments and extend facility life expand and support long term fiscal responsibility.*

- COPAC President shared that in collaboration with some partner DPACs will be submitting resolution to BCCPAC to advocate for AFG funding as well.

Superintendent Update- Kevin Kardaal

- Amid the proposed SD23 Budget for 2024/25 school year, to be finalized within the next few weeks.
- Even though we have a cost pressure primarily due to growth, the district will be adding staff and not having to cut any services.
- Parents/Guardians encouraged to attend next Finance& Audit meeting where answers will be shared regarding some questions and concerns that were brought up by the committee.
- Through advocacy efforts, SD23 has now been included in a provincial group for fast growing districts, who also have multitude of issues like staffing recruitment, and space for students to support the growth districts are experiencing.
- Upcoming BC School Superintendents Association (BCSSA) Spring Conference- SD23 has been selected to present based on student advocacy with some of the work that's going on around Environmental education and prototypes.
- Encourage parents to continue advocating for more student spaces

Deputy Superintendent Update- Terry-Lee Beaudry (*had nothing more to report*)

COTA - Susan Bauhart

- Staffing posting rounds come out May 1st, parents may see teaching staff moving around the district
- Expressed gratitude to our CUPE staff for all the work they did over spring break to get our schools cleaned, our grounds safe and up and running and all the work they do through out the year.

CUPE – Teri Wishlow

- Expressed thanks for the acknowledgment from COTA, and shared that many CUPE staff enjoy the Spring, Summer, and Winter Breaks because with no students on site they get a lot more done and accomplished.

DSC – No representative

No further Questions or Comments for Partner Groups

Brief notes from District Committee Representatives (PEAC, HPS, Safe Schools, Early Years Partnership). *Reminder that, Past meeting minutes are posted to school district website; links to all the committees are on the [COPAC website](#)*

No meetings have occurred since last months COPAC meeting

7.0 PAC 360 – Nicola Baker *(A quick opportunity for PACs to briefly discuss topics they may need assistance with from COPAC or SD23 or topics that might be relevant to other PACs)*

- **Faison un Boeuf**- HMS rep Roslyn H. is taking the lead on organizing parent volunteers to assist with distributing lunch for students, *approximately 700 FI middle school students across our district.*
[Sign up form](#) was sent to PAC Presidents at French Immersion Middle schools to share with parents.
 - May 8th between 9:30-1:30pm at Trinity Church. Need 20 volunteers throughout that time period.*(Shared info about this event at February COPAC meeting and the upcoming ask to recruit volunteers for the lunch to support this opportunity for French Immersion middle school students to come together and celebrate French culture.)*

President Baker gave Partner Groups an opportunity to leave the meeting at 7:35

8.0 COPAC 360

- **EVENTS & ENGAGEMENT:** *Jeannette W.*

- The White Hatter on **Digital Safety** (April 23). Youth Online Aggression, Cyberbullying, Threats, and Violence
Event link and password sent via email, will be recorded, and parents and staff will have 48hr access to view the recording.
- **COPAC Social** – May 10th same location as last year, Okanagan Mission Activity Centre 6:30-8:30pm
Opportunity to connect share ideas for COPAC Reps/PAC Presidents. More info to come.
- *PAC 101 Workshop* – *will be rolled into the COPAC social on May 10th* and a more formal one will be organized for the new school year. COPAC Executive has been working one on one with some PACs to support them, if any PAC Exec is needing extra support, please reach out to COPAC President
- **BCCPAC Pre-AGM Discussion** with COPAC Proxy Holders, Monday April 22nd via zoom, registration link will be sent out his week.

- COPAC exec will be leading a discussion around proposed resolutions that have been put forward, and the candidates that are running for the Board of BCCPAC. This will be an opportunity for SD23 PACs entrusting their proxy vote to COPAC Exec to share their voice on the issues prior to the AGM.

COTA President asked if Simon Adams is running for BCCPAC executive and shared gratitude for Simon volunteering for this important provincial leadership role for parents.

--Simon clarified that yes, COPAC has nominated him for a BCCPAC Director position, he is listed as one of the candidates for the BCCPAC Board.

- COPAC Present shared that we are working on a couple other events that will occur either later this year or early next school year. Encourage PACs that have event suggestions of what their community is needing please email copac.president@sd23.bc.ca

- **Cell Phones in Schools** (Nicola B.) – encourage PACs to review your school code of conduct during a PAC meeting. As we await MECC guidance to School Districts, PACs can share reviews of School Codes of Conduct with our COPAC Community.

- Looking at possibly striking a subcommittee on this topic to gather more feedback from parents-if any parents are interested in this please email copac.president@sd23.bc.ca (interest expressed from Roen-SKE, Danielle-BHE, and Camilla-KSS)

President Baker invited Superintendent Kardaal if he had anything to add on this topic.

- He shared that he's very interested to hear what that parent voices will say, shared again that in many of our schools there significant limits on cellphone use in schools via the schools code of conducts, still waiting on guidance from the ministry and the intent of this to be a solution to the challenge of inappropriate use of social media and disruption during instructional time.

- **Treasurer Report - Roslyn Hazen** (see attached Treasurer Report)

- Roslyn shared the bank statements showing that bank accounts for March aligned with her report.
- Motion: To accept the March 2024 Treasurers report as presented
 - Motioned by Jeannette W., seconded by Camilla B.
 - **All in favour: Motion carried.**

- **COPAC Budget Update**

- Still within the balance just moving money into different budget items to allow for the increase in travel and accommodation expenses to send three COPAC Exec members to the BCCPAC AGM. Applied for the BCCPAC Travel subsidy.
- Motion: To accept the updated COPAC budget as Presented
 - Motioned by Kristina G., seconded by Tanya L.
 - **All in favour: Motion carried.**

If anyone has any financial or treasury related questions, please reach out to Roslyn and she can help guide you copac.treasurer@sd23.bc.ca

- **COPAC AGM – May 6, 2024**
 - COPAC AGM 2024 Nominations Committee- Camilla Biffard
 - All Executive positions for the 2024/2025 School Year are open for election (President, Vice-President, Treasurer, Secretary and three Members at Large)
 - nominations can be submitted at the following link:
https://docs.google.com/forms/d/e/1FAIpQLSfT09am2mR3l1EybgbKHc1Frxyr1JoFrGDfsXnpnFfbx_Odw/viewform
 - **PROVINCIAL REPRESENTATION & BCCPAC - Nicola Baker**
 - **BCCPAC Parent Conference/AGM**
 - Nicola Baker, Simon Adams and Leslie Atwell from COPAC Executive will be attending the BCCPAC AGM to represent COPAC/SD23 PACs.
 - **BCCPAC AGM Proxy vote forms:** need to be signed by two PAC Exec members to help our district to have maximum parent representation at the BCCPAC AGM this year.

please sign the Proxy vote form that was sent via email and return to copac.president@sd23.bc.ca by April 18th.
 - **Meet the Candidates** for the Board of Directors-April 16th at 7pm online- registration required [click here](#)
 - get to know the candidates who have been nominated to run for the Board of Directors of BCCPAC
 - Candidate information can be viewed in the [2024 AGM Booklet \(1st iteration, 5-Apr-2024\)](#) via the BCCPAC website.
 - **Reminder for 2024/2025 BC Gaming Application Submissions- deadline is June 30th**
 - BCCPAC will be hosting a webinar for the new updates and more- if any PAC Treasurers, exec member or any parents that are interested in learning about the guidelines of the application and reporting process.
 Tuesday, April 23rd at 7pm. Registration required, [click here](#)
- VITAL to note there will no longer be a grace period for late submissions, application period is open NOW, please apply ASAP or your school will lose out on thousands of dollars**
 If anyone has any questions, please reach out to Roslyn and she can help guide copac.treasurer@sd23.bc.ca

9.0 Other Business – Annual reminder to PACs to ask your school Principal to share your schools budget as per Board Policy [715](#)- CONSULTATION WITH PARTNERS IN EDUCATION, section 8.9

10.0 Brief in Camera - (COPAC Members/PAC Presidents Only) 8:30pm
 -1 item discussed

11.0 Adjournment – motioned by Simon A. at 9:07pm

Future Meeting

COPAC Annual General Meeting- Monday, May 6th, 2024, 7:00pm via zoom.

COPAC Website: <http://copac.sd23.bc.ca>

Facebook: <https://www.facebook.com/sd23copac/>

Twitter: @COPACSD23

School Board and Board Standing Committee Meeting Information www.sd23.bc.ca
[http://www.sd23.bc.ca/Board/boardmeetinginfo/Pages/default.aspx#/=](http://www.sd23.bc.ca/Board/boardmeetinginfo/Pages/default.aspx#/)

Recording Secretary: Deannie Zahara
 COPAC President: Nicola Baker

COPAC SPENDING SUMMARY (2023-2024)

Current To: 2024-03-31

EXPENSES		BUDGET	EXPENSES	VARIANCE
General Account	BCCPAC Fees for SD23 PACs	\$ 3,375.00	2,775.00	600.00
	Communication Resources	\$ 1,500.00	509.46	990.54
	Conference Fees	\$ 500.00		
	Education	\$ 1,500.00	17.06	1,482.94
	Travel	\$ 1,300.00		1,300.00
TOTAL EXPENSES		\$ 8,175.00	\$ 3,301.52	\$ 4,373.48

Gaming Account	BCCPAC DPAC Membership	\$ 150.00	150.00	-
	PAC Community Building	\$ 1,100.00	276.97	823.03
	Presenter Fees	\$ 1,250.00		1,250.00
TOTAL EXPENSES		\$ 2,500.00	\$ 426.97	\$ 2,073.03

ACCOUNT	STARTING BALANCE	EXPENSES	REVENUE	CURRENT BALANCE
General	\$ 3,204.49	3,578.49	5,000.27	4,626.27
Gaming	\$ 523.87	150.00	2,500.13	2,874.00
TOTAL	\$ 3,728.36	3,728.49	7,500.40	7,500.27

Printed as of: 2024-04-08

Central Okanagan Parent Advisory Council Treasurer's Report

Account Balances as of **MAR 31/2024**

General Account:

HSBC

Balance Forward	\$ 5,053.20
Deposits ()	-
Cheques written ()	426.97
Interest	0.04
Service Charges	
Balance	\$ 4,626.27

Deposits to general acct

Description	Amount
Total	\$ -

Cheques from general Account

Description	Amount	Chq #
Quigley Elem PAC	\$ 75.00	680
South Kel Elem PAC	\$ 75.00	681
Deposit - Hall Rental	\$ 100.00	684
Hall Rental - City of Kelowna	\$ 176.97	685
Total	\$ 426.97	

Gaming Account:

HSBC

Balance Forward	\$ 2,873.98
Deposits ()	-
Cheques written ()	-
Interest	0.02
Service Charges	
Balance	\$ 2,874.00

Cheques from Gaming Account

Description	Amount	Chq #
TOTAL	\$ -	

Outstanding Commitments