



The Central Okanagan Parent Advisory Council

General Meeting Minutes

Date: November 6th, 2023, 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, Jeanette Watson, Nathan Hind (regrets)

In Attendance: Kristina Grant-**AME**, Danielle Ferguson-**BHE**, Nicole Codispoti-**BCE**, Ryan Liborian-**BME**, Sarah Lebeter-**CTE** President, Brittany Ryder-**ELE**, Kelly Garcia-**GME**, Robin Kinney-**MJE**, Shan Gill-**HRE**, Victoria Thewe-**OTS**, Caitlin Harper-**PGE**, Amanda Davies-**QGE & SMS**, Lisa Shechtel-**RLE**, Kelly Doane-**SLE**, Roen Labreque-**SKE**, Amanda Kraft-**SRE & RSS**, Sabrina Chapman-**WAT**, Carlos Rockhill-**DRK**, Camilla Biffard-**KSS**, Olena Gololobova-**MBSS**, Carmen Klassen-**OKM**, Amanda Kraft-**RSS**, and Cadre Simpson-KSS co-rep, Gorana Shaw-MJK co-rep

PARTNERS PRESENT:

Superintendent of Schools-Kevin Kardaal

Deputy Superintendent of Schools-Terry Beaudry (regrets)

Board of Education: Trustee Lisa Guderyan

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 –

Jordan Kleckner, Director of Instruction: Learning & Innovation –presented a brief update around student reporting and upcoming written learning updates (report cards).

- *The BC Ministry of Education & Child Care released K-12 Student Reporting Policy to be fully implemented in 2023-24. This new Reporting Policy provides our district an opportunity to build off our collective learning on student reporting and to create more alignment and consistency across all our schools. The 4-point assessment scale is a Ministry requirement in K-9*
- *In BC's new Reporting Policy, Written Learning Updates (formerly called report cards) are Ministry-required learning updates that are provided to families throughout the school year as one way that teachers inform families around student learning progress. Below you will find various resources and information to help families in what they can expect in the Written Learning Updates they receive for their children.*
- Student reporting resources for families, including overview video, photos FAQs and helpful documents posted on website <https://www.assessment.sd23.bc.ca/student-reporting-parent-resources>
- *(This is the second time Jordan Kleckner shared at a COPAC meeting, they took feedback and created resources for families of what to expect)*
<http://www.copac.sd23.bc.ca/meetinginfo/minutes/Documents/Nov%207%2c%202022%20COPAC%20Ministry%20Student%20Reporting%20Order%29.pdf>
- There will be ongoing family engagement opportunities- starting in Nov/Dec schools will share these resources at the time that Written Learning Updates go home before the winter break.
- **Dec/Jan, 2024 - survey will be distributed to parents/guardians and staff to collect feedback on Written Learning Updates**

3.0 Establish Quorum (10 Voting Members) Established with 27 school PACs.

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

4.0 Agenda: Additions/Approval -President Baker shared 2 additions to agenda in COPAC 360.

Motion: To accept the November 6th, 2023, COPAC Agenda as presented.

Motioned by Roslyn H., second by Leslie A.

All in favour: **Motion carried**

5.0 Minutes: Additions/Approval

Motion: To accept the October 16th, 2023, minutes as circulated.

Motioned by Camila B., seconded by Jeannette W.

All in favour: **Motion carried**

6.0 SD23 PARTNER GROUP REPORTS

Trustee Update – Trustee Lisa Guderyan

- Board Chair Tiede attended Board Chair advocacy Day on October 19th
- Oct 26th Six staff members from SD23 were nominated for the Premiers Awards for Excellence
- Trustees will be attending different school communities for Remembrance day ceremonies

COPAC reminder: Board and Standing Committee agendas with attachments are sent to all PAC President district email accounts and can be found on [school district website](#).

Superintendent Update- Kevin Kardaal

- Flags across SD23 will be at half-mast on November 8 for National Indigenous Veterans Day and on November 10 to 14 for Remembrance Day.
- Teachers are preparing student reporting for December.
- This year we had the most winners in the province at the Premiers Awards for Excellence, they represent so many of the exceptional staff that we have in our district supporting children.
- Upcoming board meeting Wednesday, November 8th at 6pm to elect the Board Chair, ViceChair and Committee Chairs for the year. Encourage everyone to join in person or online via zoom; the entire AGM and Board meeting will be via zoom this time as there will be no student presenters at this meeting. Zoom link is in the agenda posted on SD23 website.

COTA – Susan Bauhart, President

- Teachers are wrapping up their assessments, lots are familiar with the new student reporting, and some are not. Susan shared what she has seen at zonal and provincial meetings, hearing from other districts that weren't as prepared as SD23 with this new ministerial reporting.
- Commended Jordan for support and tremendous leadership with this journey and helping our district be ahead of this ministry requirement. congratulate teachers for being ready for this.
- If you have any questions about your students learning, please go to your teachers.

Superintendent Kardaal shared that we had teacher and administrator committee that worked on this, Jordan Kleckner and April Smith were selected by the government to be on the provincial design committee. This has helped our district to be ahead of the game on this and leaders provincially.

CUPE – Teri Wishlow, CUPE President.

- SD23 should be incredibly proud of all the staff that were acknowledged at the BC Premiers Awards, and it is nice to see people nominating teachers and support staff as well.

DSC – No reps present.

No further Questions or Comments for Partner Groups

Brief notes from District Committee Representatives (PEAC, HPS, Safe Schools, Early Years Partnership)

Past meeting minutes are posted to school district website; links to all the committees are on the [COPAC website](#)

1. Early Years Partnership – Nicole C

- a. More of an introductory meeting for first meeting of the year, this committee is an opportunity for Early Childcare centres to collaborate with each other and SD23 staff to help support early learners and prepare them for their transition into kindergarten. Committee composition is mostly directors or managers of Childcare centre that are on school property. Reps from YMCA, BGC, Childhood Connections, Strong Start and Clubhouse Childcare. 7 childcare centres have been or will soon open on SD23 school properties over the last year and this coming year (with Ministry funding). [See press release for more info](#)

2. Health Promoting Schools (Leslie A., Kristina G. and Camila B.)

- a. Additional meeting added to set the direction of the committee and the next one will be in January. Narrowed down terms of References for committee and what areas should focus on for this year.
- b. Awaiting survey results to be collated.

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)*

- WAT rep asked question about Implementation and Pro-D Days.
 - Superintendent Kaardal and COTA President shared the procedures around contractual and provincially mandated professional development.
 - President Baker shared that COPAC has a seat on the Calendar committee and that parents and staff have opportunity to provide feedback on school district calendar. COPAC Exec will continue to flag this feedback opportunity to COPAC reps to share with their school community.
- KSS rep made a comment that a pro-life rally occurred during lunch today (Oct 6th) and inquired if this has happened at other schools.
 - Superintendent Kardaal confirmed that it did occur across the street, off school property where some adults decided to have a pro-life rally, it was reported to RCMP to make sure they weren't disruptive to traffic.

8.0 COPAC 360

• Upcoming Events: Jeannette W.

- Recap Dan Duncan, ADHD presentation that occurred in October. Approximately 400 community members zoom in.
 - *Resources and community support on Inclusive education opportunities can be found <http://www.copac.sd23.bc.ca/Parents/Documents/Resources-Inclusive%20Education.pdf>*
- COPAC planning to sponsor another parent education opportunity in the new year
- Hot Lunch Coordinator/team Meetup – Tuesday November 28 (6:30pm)
 - Opportunity to collaborate with what is and isn't working at your school, and really great time for PACs to provide leadership to other PACs in this area.
 - **Register via zoom https://sd23.zoom.us/meeting/register/u5cpdu-pqTkuHNbAw9MqgM-cFla9hzVa_EKT**
- Bylaws Workshop (in Jan/Feb 2024)- *stay tuned for more info*
- **COPAC has funds to provide Parent Education opportunities, if you have any speakers or topics in mind to bring to our community, please email copac.atlarge3@sd23.bc.ca**

- Keep an eye out on the COPAC Facebook page for many educational opportunities that are provided by community partners and share with your school community.
 - COPAC created a new group on Facebook- **"PACs Helping PACs-BC, Thompson-Okanagan/Interior"** to collaborate with other PACs in our region, sharing vendor ideas, farm or garden programs, composting, PAC succession planning.
 - *Reminder about the Slack Channel for PAC exec members to engage in discussion, collaborate, share ideas, concerns, resources etc. in between general PAC meetings. If you want the link to login, email your school name and PAC exec position to copac.secretary@sd23.bc.ca*
- **Treasurer Report - Roslyn Hazen** (see attached Treasurer Report)
 - Roslyn shared the bank statements showing that bank accounts for October aligned with her report.
 - *Received our BC Gaming Grant funding*
 - *Received cheque returning our hall rental deposit from the April 2023-COPAC Spring Social*
 - Motion: To accept the October 2023 Treasurers report as presented
 - Motioned by Camila B., seconded by Jeanette W.
 - All in favour: **Motion carried.**
 - **COPAC Budget Update- Roslyn Hazen**
 - Motion to adopt the amended 2023/24 COPAC Budget as circulated/presented.
Amended budget includes additional line for General Account to pay for sd23 PACs BCCPAC membership fees, as discussed in previous meetings.
 - Moved by Simon A., seconded by Camila B.
 - 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

- Interior Health – Monthly Newsletters for parents – Nicola B.
 - IH creates [Health Promoting Schools monthly newsletters](#) and distributes to School District 23, they have adapted and created a parent version as well.
 - President Baker will share this parent newsletter to COPAC reps and Presidents for them to share with their school community.
- Discussion: PACs/Community financial support for backpack program families over winter break?
 - Approx. 300 students across our district receive food backpacks that help through the week (Run by [Food for Thought](#))
 - *The majority of the new Feeding Futures funding is being spent on Breakfast and Lunch programs*
- Discussed how parents and PACs could support Backpack Program students/families over the holiday breaks, when the backpack program does not operate. COPAC executive will continue to work with the SD23 Feeding Futures team to determine if there is an opportunity for PACs and community members to play a role in this gap. We will alert PACs and COPAC reps as soon as we have clarity on the opportunity and will continue to collaborate to find the best routes for PACs to engage in food security in our region.

President Baker gave Partner Groups an opportunity to leave the meeting.

- **BCCPAC**
 - **Motion:** To Nominate Simon Adams to fill a currently vacant role on the BCCPAC Executive
 - Motioned by Nicola B., seconded by Brittany R.
 - All in favour with unanimous support: **Motion carried.**

BCCPAC continued...

- **Fees Payment by COPAC** – *letter from COPAC President was sent Oct 24th to COPAC reps and PAC presidents outlining the opportunity to have their BCCPAC membership fees covered by COPAC funds.*
 - Several COPAC reps expressed gratitude to the COPAC Executive for helping to lift and amplify/ unify the parent voices through PACs in our school district at the provincial level
 - There will be an opportunity to have discussion surrounding BCCPAC resolutions sometime in April.
 - Resolutions that occurred at the May AGM can be reviewed here https://bccpac.bc.ca/images/AGM/2023_AGM_Minutes.pdf
- **BCCPAC Virtual Town Hall**- November 8th
- **DPAC Summit**- COPAC President Nicola Baker and Vice President Simon Adams will be attending the DPAC Leadership Summit in Richmond on Nov 17 & 18, 2023.
 - [Click here to view 2022 DPAC Summit Resources](#)

9.0 Other Business - None

10.0 Adjournment – motioned by Deannie Z. at 8:41pm

Future Meeting

COPAC General Meeting- Monday, December 4th, 2023, 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: 2023-10-31

EXPENSES		BUDGET	EXPENSES	VARIANCE
General Account	Conference Fees	\$ 1,500.00		1,500.00
	Travel	\$ 1,500.00		1,500.00
	Communication Resources	\$ 2,500.00	17.06	2,482.94
	Education	\$ 2,500.00		2,500.00
TOTAL EXPENSES		\$ 8,000.00	\$ 17.06	\$ 7,982.94

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

ACCOUNT	STARTING BALANCE	EXPENSES	REVENUE	CURRENT BALANCE
General	\$ 3,204.49	17.06	0.11	3,187.54
Gaming	\$ 523.87	-	2,500.02	3,023.89
TOTAL	\$ 3,728.36	17.06	2,500.13	6,211.43

Printed as of: 2023-11-07

Central Okanagan Parent Advisory Council Treasurer's Report

Account Balances as of **OCT 29/2023**

General Account:

HSBC

Balance Forward		\$ 3,194.17
Deposits ()		-
Cheques written ()		6.66
Interest		0.03
Service Charges		
Balance		\$ 3,187.54

* refund on deposit of hall rental for social night

Deposits to general acct

Description	Amount
Total	-

Cheques from general Account

Description	Amount	Chq #
Mail Chimp	120.90	669
City of Kelowna*	- 114.24	
Total	6.66	

Gaming Account:

HSBC

Balance Forward		\$ 523.88
Deposits ()		2,500.00
Cheques written ()		-
Interest		0.01
Service Charges		
Balance		\$ 3,023.89

Cheques from Gaming Account

Description	Amount	Chq #
TOTAL	0.00	

\$2,500 from BC Gaming Commission

Content for Parent Newsletters

HEALTH PROMOTING SCHOOLS

November 2023

INJURY PREVENTION

ICBC has launched their annual pedestrian safety campaign, October - November, 2023.

As weather changes and daylight hours decrease, pedestrians become more vulnerable. Nearly half (43%) of crashes involving pedestrians, happen between October and January. In B.C., approximately 78 per cent of crashes involving pedestrians happen at intersections. Whether it's avoiding distractions or yielding the right-of-way, we all need to do our part to keep pedestrians safe.

Throughout this period, ICBC will be working with community partners to hand out free reflectors to pedestrians and reminding drivers to be extra careful and to watch out for pedestrians, especially at intersections and near transit stops.

For more information about pedestrian safety, visit [ICBC Road Safety](#) and [Road Safety for your Kids](#)

Pedestrian Safety



RADON AWARENESS

November is Nation Radon Action Month

To raise awareness about radon and its health risks, Interior Health in collaboration with the BC Lung Foundation has launched a **Student Radon Skill Testing Contest** to coincide with November National Radon Action Month. The contest is open for Grades 4 through 12 and provides an opportunity for students to learn about radon with prizes to be won. For contest rules and details, please visit the [Student Radon Skill Testing Contest Webpage](#).



Interior Health Pilot Project Testing for Radon in Schools

Radon is the second leading cause of lung cancer in Canada after smoking. Radon is a radioactive gas that is formed naturally in the ground. It has no colour, odour, or taste and can accumulate indoors, particularly in basements and ground floors. The only way to know radon levels is to test for it, and testing is best done in the winter months.

For more information and resources about radon in BC and to order a long-term test kit visit:

- [Interior Health's Radon Information Page](#) - Radon Overview and Resources
- [BC Centre for Disease Control](#) - Radon Overview and BC Mapping Information
- [BC Lung Foundation](#) - Long-Term Test Kit Information and Radon Projects in BC