



Parent Advisory Council

CMS PAC Meeting Minutes

MEETING DETAILS			
Date	September 15, 2022	Time	6:30 PM
Location	CMS Library		
Attendees	Saskia Battersby, Patty Glover, Karlene Dawson, Jeanette Watson, Rhona Stanislaus, Eleanor Ma, Heidi Ridinger, Sarah Hammerstrom, Briana Harvey, Ali McMillan, Omur Anil, Nusrat Urmi, Deniz Anil, Kendal Shaw		
CMS Administration	Sarah Watson, Principal; Carson Tonn, Vice Principal		

1. Call to Order
 - a. The meeting was called to order at 6:35PM
2. Adoption of Agenda
 - a. Motion by Karlene Dawson and seconded by Patty Glover, Approved without objection
3. Approval of June 14, 2022, Meeting Minutes
 - a. Motion by Janette Watson and seconded by Patty Glover, Approved without objection
4. CMS PAC Elections for the 2022/2023 School Year
 - a. The following were put forward for uncontested election:

President – Saskia Battersby

Vice President – Patty Glover

Secretary – Rhona Stanislaus

Hot Lunch Coordinator – Eleanor Ma

Treasurer - Karlene Dawson

Members at Large:

- Heidi Ridinger
- Sarah Hammerstrom
- Briana Harvey
- Ali McMillan
- Omur Anil
- Nusrat Urmi

b. Motion to approve the elected by Karlene Dawson and seconded by Patty Glover,
Approved without objection

c. Motion by Jeanette Wilson and seconded by Sarah Hammerstrom to approve the below
listed with signing authority, Approved without objection

Signing Authority:

President: Saskia Battersby

Vice-President: Patty Glover

Treasurer: Karlene Dawson

Hot Lunch Coordinator: Eleanor Ma

Secretary: Rhona Stanislaus

5. Administration Update – Sarah Watson, Principal and Carson Tonn, Vice Principal

a. See attached Principal's Report

6. Treasurer's Report – Kendal Shaw, outgoing Treasurer

- This is CMS 4th year open as a school and we are in a great starting position with \$76k to start the year after gaming grant funds come in. Note: The Gaming Grant funds are restricted and must be spent within 2 years.
- The fundraising that took place last year fund's this year's budget. For example, the mural in the gym was a budget item from the prior year. The PAC has been fundraising for lighting for the drama stage. This item will be put forward at the October budget meeting.
- Sarah and Carson are asked to collaborate with teachers to submit a wish list for PAC consideration. The list is due in 1 week as we will need to be prepared to vote on the Budget in October.

- It is a priority to continue to grow the book selection in the library. The librarian will be looking for assistance in purchasing new books however she may be open to book donations.
- Donating to a sister school is an ongoing priority.

7. COPAC Update – Jeanette Waston

- Ministry of Health and Ministry of Education are working to issue new guidelines for schools and what can be served and sold in schools. Guidelines from 2013 are currently mandatory.
- Ministries put out guidelines for feedback and received 10,000 responses. This has resulted in a delay in rolling out the guidelines.
- Co-PAC (SD23): role to attend Central Okanagan PAC meetings

8. Fundraising

a. Hot Lunch

- 764 kids attend CMS
- 400 orders are typically received per Hot Lunch Day (Tuesdays and Thursdays)
- 2 Coordinators required in the Servery; more coordinators are however welcome to reduce the time commitment
- An existing process is in place; it is the leaders that are required
- New, mobile friendly K12 Lunches system to replace hotlunches.net. Patty developed new K12 Lunches system.
- Hot Lunch Launching at CMS with another 10 schools coming on in the near future.
- Responsibilities include ordering and volunteer recruitment.
- Elanor has taken on the role of Coordinator (signing authority), Breigh will volunteer and Ali will provide back end support.
- Patty will work behind the scenes to provide support where required for new volunteers.
- Need to have at least 1 Hot Lunch Coordinator for signing authority

b. Basil Cooper Photography

- October 14-16, 2022

- We need to confirm a venue
- Families will be notified once the venue has been set. Rhona and Jeanette to coordinate a winery venue.

c. Spirit Wear

- Early school year sale of branded spirit wear
- Patty suggested a spirit wear table at the Winter Market
- Carson and Jeanette to discuss Spirit Wear, including Community Spirit Wear

d. Winter Market

- Committee will be formed to plan for Saturday, November 26
- Spring Market included 80 vendors, kid tables, community silent auction (by donation), food trucks and a snack table.
- Gross revenue was \$10k. A portion of the net proceeds will be donated to a chosen charity.
- Registration form was posted in August; 37 Tables sold so far, many of which are returning tables
- Most successful time is 10 am – 1 pm
- Market will include a silent auction, Santa photos and possibly entertainment
- Patty will send out an email soliciting interest in joining the Winter Market Committee

e. Other

- Saskia tabled conversation of additional fundraising events until after Budget has been finalized.

9. New Business

a. PAC Meeting Schedule

- Saskia communicated PAC Meeting Schedule to be 6:30 PM the 1st Wednesday of the month

b. Signing Authority

- Motion covered during the election

c. Update to Constitution and Bylaws

- Saskia will form a committee (Saskia, Karlene and Rhona) to take on the revision of the Bylaws
- d. Budget Planning Meeting
- Saskia to send Poll to group to pick date.

Adjournment	Time	8:02 PM
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CANYON FALLS

MIDDLE SCHOOL

1211 Frost Rd, Kelowna, BC V1W 5M1 250 870-5123

Principal Report - September 2022

Thank you

- Thank you to our families for your support with school opening
- Wonderful Grade 6 Orientation led by our Canyon Crew Student Leaders

School Start Up

- Welcomed approx. 774 students enrolled at CMS this fall
- Student population was higher than was projected so we were able to secure an additional teacher to add another class to the Bald Eagle Community (Meghan Brooks)
- Many new & returning staff members joined us this year:
 - Joe Alicalas– joining the Custodial team
 - Paul Bennett – Joining the Dragonfly Community
 - George Biener – Joining the Grizzly Community
 - Meghan Brooks – Joining the Bald Eagle Community
 - Meran Couzens – Joining the CEA team
 - Karlana DeWolff - filling in for Bonnie Gratz
 - Randy Ellis – our SEL (Behaviour Intervention) Teacher
 - Kaitlan Greenhalgh- joining the Bald Eagle Community
 - Michelle Hoodless -Joining the Fox Community
 - Marty Irwin – Joining the Deer Community
 - Elan Mackenzie - Joining the Learning Assistance Team
 - Trent Nichols- Joining the Fox Community
 - Tye Norbraten -Joining the Bald Eagle Community
 - Elyse Purton - Joining our CEA team
 - Rebecca VanEyck - Joining our CEA team
 - Mark Wells – Joining the Grizzly Community

Highlights this past Month

- Family BBQ and Open House
- Students settling into their communities
- Enrichment information sent home and will begin September 28

- Athletics starting up: cross country, field hockey, volleyball (6, 7, 8), rugby
- Kitchen Brigades information session
- Band moved to before school and lots of interest

Upcoming

- September 19: no school
- September 20/23: School Photos
- September 29: Orange Shirt Day & Terry Fox Run
- September 30: National Day of Truth and Reconciliation (Stat Holiday)
- October 7: Implementation Day (school not in session)
- October 20: Student led conferences - early dismissal @1:00 p.m.