

Kootenay Lake District Parents' Advisory Council Meeting

September 19, 2024

6:00pm-8:00pm (PST)

Video Conferencing via Zoom

Minutes

1) Call to Order, 6:04PM

We acknowledge, respect, and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District #8.

2) Welcome & Introductions - Quorum has been established

Natalia Nazaroff - DPAC Chair/MSSS & Elev8 DPAC Rep/DPAC Gov&Policy Rep/Advocacy Coordinator;
Taryn Stokes - DPAC Secretary/LVR DPAC Rep/DPAC EdCom Rep; Ajla Morrow - DPAC Fin&Ops Rep;
Tyler Dobie - JVH PAC Chair & DPAC Gov&Policy Rep; Mathilde Armour Piccirilli - Creston Wildflower DPAC rep; Jon Breisnes - TF DPAC rep; Callie Bristow - Blewett DPAC Rep; Vanessa B - ARES DPAC Rep; Pat St.Pierre - CUPE Area Rep & Winlaw parent; Lorien Quattrocchi - TF DPAC Alternate Rep & LVR Parent; Lisa O'Connor - HL Nelson DPAC Rep; Kris Smith - LVR Parent; ; Trish Smillie - Superintendent of School/CEO; Deanna Holitzki - Assistant Superintendent; Lenora Trenamen - Trustee North/East Shores

3) Adoption of Agenda

Motioned - Natalia; Seconded - Tilly; All in Favour

4) Approval of Minutes

Motioned - Natalia; Seconded - Tyler; All in Favour

5) Superintendent's Report plus Guest Assistant Superintendent Deanna Holitzki

- Beginning 4th year in the district - nice to recognize faces
- Lots of excitement with back to school
- General ministry updates - Code of Conduct with cell phones and personal digital devices are specific to each school and may be different for different grades, legislation introduced to prevent disruptive events near schools, family engagement nights to continue this year
- Introduction to SD8 website - navigate to the "Students & Families" tab for other information including DPAC meetings and Family Engagement Sessions. Recordings may also be available. Upcoming on September 26 - Digital Trends.
- School Planning Day is tomorrow (September 20). School Learning Plans are also available on the SD8 website under the "Schools" tab, select your school of choice, and go to the "About" tab.
- September 30 is National Day of Truth and Reconciliation so schools will also be closed.
- Assistant Superintendent Holitzki on Food Equity Programs
 - All students have access to the BC Fruit & Vegetable Nutrition Program
 - Province invested funding over three years for school equity

- Feeding Futures Funding in the district can be used for breakfast, snacks and/or lunch for vulnerable students
- Guiding documents include the Canada Food Guide and BC Grown Foods (where possible use BC/local foods)
- Since Spring of 2023 - have a school food advisor, enhanced fruit & vegetable program in rural schools, doubled the number of students regularly provided a meal in school (823/day)
- Have made infrastructure upgrades at JVH, KRSS, Redfish, ARES and Salmo
- Purchased over \$40k of equipment throughout the district for all schools
- Food advisor working with teachers to increase food literacy in classrooms
- District Website for Food Equity - <https://www.sd8.bc.ca/node/49234>
- Valuable role of parents & PACs - will continue to be guided by the school principal
- Final tweaks on a New Fundraising Guide for 2024/2025 then will be released
- Slide show shared will also be uploaded to the website above

6) Treasurer's Report by Natalia Nazaroff

This summer it came to the executives attention that there were some discrepancies in our accounts, dating back to 2020. It can be made known that the treasurer submitted her resignation on August 23 2024.

As a result of this discovery, the remaining executive is working hard to reconcile the books. To date we have found an approximate \$15,000 discrepancy in our accounts. The treasurer's reports that were given were not accurate accounts of what our bank balances were. We didn't know we hadn't received our Gaming Grants for 3 years. This is an additional \$7,500 in lost revenue due to lack of completion of our fiscal year end requirements for BC Gaming. Our executive has spent countless hours working on our Gaming reports in order to hopefully qualify for a late application for this upcoming school year. Unfortunately, we are unable to provide the membership much more information at this time due to the Police investigation as well as the Bank investigation. We will make updates to our members as information becomes available.

Today the balance in our Gaming account is \$62.73. And our balance in our chequing is \$2,143.06. We still have \$ 2,168.13 outstanding for the BCCPAC AGM and for the Gordon Neufeld conference. We do not have enough money in our accounts to pay these expenses therefore, this debt will be waiting for reimbursement until we have enough money in order to be reimbursed. Unfortunately this means we do not have enough money in our accounts to pay for BCCPAC memberships for all our schools this year as we had previously motioned. We will still encourage your PAC's to purchase their \$100 membership out of their Gaming accounts. We also will not be able to run any parent education nights that have a cost associated with them until this matter is resolved. We still have some other expenses to approve at tonight's meeting such as the DPAC'S BCCPAC membership.

We thank you all for your understanding and giving us the time we need to look into this matter. Our executive will continue to spend many hours working on this and on creating strong fiscal policies.

Account Updates - September 19, 2024		
Gaming Chequing		\$62.73
Regular Chequing		\$2,143.06
* Discrepancy noted with reported amounts vs prior reports		
* Delinquent gaming reports filed September 16		
* No cheques written since January 30		
* Money owing		
Redfish PAC - last year's BCCPAC	\$75.00	Cheque #234
Trafalgar PAC - last year's BCCPAC	\$75.00	Cheque #241
Samlo Secondary PAC - last year's BCCPAC	\$75.00	Cheque #242
Natalia - Gordon Neufeld & BCCPAC AGM	\$2,168.12	Not yet written
	TOTAL OWING	\$2,393.12

- Questions from members - Should a committee be formed with third parties? Confidentiality is needed because of the investigation. Will the DPAC be changing banks? A consideration, there is now a check & verify on our account to actually check every signature.
- Fiscal policy ideas to consider
 - Show who each cheque is written to
 - Hire an independent bookkeeper
 - Verify that gaming grants were applied for
 - Show bank statements in meetings with account numbers redacted
 - Ensure system to change over signers and hand over documents
 - Signers can go into the bank and verify account balances
 - Banks are not chequing the signatures, such as if the two signatures are correct or if there are two signatures and the bank policies say they do not do this

7) Correspondence

- Fairness for Children Raised by Relatives Society Information
 - <https://fairness4crr.com/>
 - Email will be forwarded on to every PAC
- Another email about workshops from LDS Society
- BCCPAC executive resignations - 3 members have resigned and there are now 5 vacancies.
 - By-Election information will be coming out.

8) Discussion items

a) Calling the DPAC AGM for Thursday October 17th at 5:30 pm PST

- Nominations are now open for Chair, Vice Chair, Treasurer or Secretary
- Please do so now or email the DPAC
- Nominations accepted up to the close of nominations as called during the AGM
- DPAC will send out an email to all PACs with candidate bios but may not include all candidates
- Need to list DPAC reps on the google form by the AGM date in order to vote

b) BCCPAC memberships due \$100 per PAC this year and \$200 for DPAC's

- PACs can use gaming
- Natalia motions that the DPAC pay the BCCPAC membership, seconded by Lisa.
Discussion - can we pay for this? Natalia will wait for reimbursement. So DPAC does have funds in the account. Motion carried.

c) Fiscal Policy

- Use BCCPAC financial management guidelines and feedback from other PACs.
- If anyone wants to be on this committee please let Natalia know. (Lisa O interested)

d) Collection of PAC contact information for 2024-2025

- As mentioned above, a google form will be sent out by Natalia to fill in
- Contact information for Chair, Vice Chair, DPAC Rep

9) Committee reports

- Governance, Policy, & Finance
 - Out for field testing Draft Policy 173 - Climate Action and Sustainability
 - <https://www.sd8.bc.ca/sites/default/files/documents/2024-09/12A2%20173%20Climate%20Action%20and%20Sustainability%20%28draft%29.pdf>
 - Audit - no significant areas of concern
 - Contact Ajla if parents have questions for the meeting - morrowajla@gmail.com
 - Question about animals in school - policies changed to procedures. Need to submit agenda items two weeks before the meeting. May not necessarily be added to the agenda.
- Education Partners - attended by Taryn Stokes & Rosalia Rivera on September 10
 - Well attended - district staff numeracy coordinator, both literacy coordinators (primary/middle), trades, principals, district principals.
 - Most of the meeting was presentations by district staff done in different stations/small groups about district initiatives relating to education.
 - District has added Canada Food Guide to be used alongside the BC Food Guidelines
 - Work is being done on accessibility in schools and parents can give feedback here. <https://www.sd8.bc.ca/accessibility>
 - Family engagement sessions (zoom) in Jan/Feb on Literacy & Numeracy. Includes how to help in these areas at home.
 - Last year SD8 had School Learning Plan Grants - schools applied for extra funding for targeted projects that focus on their school learning plan goals. Included literacy assessments and math fairs.
 - Many opportunities for older students with outdoor education programs and trades.
 - Give feedback on policies, and propose a change or new policy here. <https://www.sd8.bc.ca/node/36784>
- DPACs will appoint two representatives per committee after the AGM. Two members per partner group per committee. 1) Policy, Governance and Finance and 2) Education Partners

10) School Reports

- Desk - no PAC meeting yet this year
- MSSS - first PAC meeting but was unable to attend
- South Nelson - fundraisers starting up, movie night in October, parents have concern around drainage work done over the summer as there is some loose gravel creating slipping hazards with the asphalt and new sidewalk
- Nelson Homelinks - first in-school activity very well attended.
- JVH - the school had a team building event on the first day of school interacting with all grades that was organized by two amazing teachers, PAC sent out a welcome letter to all parents and staff about what a PAC is, updated PAC page on the school site, will start to record meetings on zoom and will alternate noon and evening meetings, will not be able to meet on school property except after 6PM so might be able to connect with the youth center
- TF - students getting Life Long Learning Experiences options, trips out in the community, no foods program, very well attended (27) September PAC meeting, new VP and some other staff shuffling, optimistic for this year, consider Purdy's for fundraising
- Blewett - annual field trip to Kokanee, Terry Fox run today, book fair, bike rodeo with a group from Rossland, hot lunch program starting with Thor's once a week, looking to fill Treasurer role, Halloween planning as well
- Wildflower Creston - traditional pancake breakfast to connect with new families coming on board, had first PAC meeting, set up fundraisers, growing smiles program selling flowers, welcome new principal, looking at outdoor events, not running lunch program this year because KRSS has a food program
- ARES - into regular classrooms now (start in classrooms from June), Scarecrow Corn Feed, had a PAC meeting
- LV Rogers - meeting yesterday, school counselor changes, nice to have principal/vice in the role again this year for continuity, school looking at more intensive fundraising for athletics & extracurricular trips as this is a big expense, Terry Fox Run, School sports in progress
- Winlaw - school bbq, new principal, hot lunch,

11) Adjourn at 7:53PM

Next DPAC meeting October 17, 2024, is the AGM at 5:30PM and then the regular meeting will follow directly after, at 6:00 pm PST