

# Dr Knox Parent Advisory Council

Executive Meeting Minutes | November 19, 2025 | Virtual (Zoom)

## PAC 2025/26 Executive

President	Kellie Garcia (present)
Vice President	Tiffany Thesen-Yee (present)
Treasurer	Leslie Atwell (present)
Secretary	Erika Lachance (present)
Co-PAC Rep	Alyssa Fulkerson
Members at Large	Candice Henriques (present) Carlos Rockhill Erin Odermatt (present)

## 1 WELCOME & LAND ACKNOWLEDGEMENT

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We acknowledge that we are holding this meeting on the traditional and unceded territory of the Syilx Okanagan people.

## 2 APPROVAL OF MINUTES & AGENDA

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Motion to approve October minutes

*Moved by: Kellie Garcia*

*Seconded by: Tiffany Thesen-Yee*

Motion to approve November agenda

*Moved by: Kellie Garcia*

*Seconded by: Tiffany Thesen-Yee*

## 3 PAC FINANCIAL UPDATE

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*Leslie Atwell, Treasurer*

### **BCCPAC Membership Fee**

- Historically, PAC has paid the annual BCCPAC membership fee to participate at the AGM and obtain additional votes.
- This year, many SD23 PACs have shared questions about the value of membership, particularly around communication and the status of motions brought forward in past years. COPAC representatives encouraged PACs to take time to consider whether membership aligns with their goals for this year.
- COPAC will continue to send a representative to the AGM.
- No motion was brought forward to approve payment for 2025/26. The PAC will revisit this decision next year.

## **Budget Update**

- No major changes since last month.
- Bottle return funds were mailed but delayed due to postal strike; expected to arrive soon.
- The school bookkeeper confirmed approx. \$15,000 in spending; PAC will issue a cheque and reflect this in November financials.
- Music teacher Erika shared photos and extended thanks to the PAC on behalf of students for the newly purchased band instruments.

## **4 PAC BUSINESS**

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### **Next general PAC meeting**

- The next meeting will take place in February, 2026.
- The Executive will continue collaborating by email as needed during the gap.

### **eScooter/eBike Awareness**

- Tiffany requested a follow-up on whether a speaker could come in to talk about regulations.
- PAC agreed this should come from the Community Liaison Officer, not PAC.
- Kellie will follow up with Nina and update the group.

### **Future of Dr. Knox**

- Candice asked about rumours of Dr. Knox eventually becoming a high school.
- Leslie heard at COPAC that once the new middle school in Kelowna is built, Dr. Knox may transition to a high school, though this is many years away.

### **School Renovation**

- Work remains behind schedule.

### **Bottle Depot Pickup**

- PAC is unsure who is currently collecting and returning the school's refundables. Sarah Bendall did it last year, but she isn't at the school anymore.
- Kellie will connect with Nina for clarification.

### **School Newsletter**

- Candice noted that the latest Dr. Knox newsletter did not go out.
- Unsure why a regular edition was missed.

### **Bursaries and Fundraising**

- COBSS bursary was completed this year.
- PAC has sufficient funds for this year, so no additional fundraising is required.
- Discussion to be added to the February agenda to consider fundraising needs for next year, especially as we spend more funds this school year than in the previous years.

### **PAC Executive Succession**

- Kellie announced she will not be returning as PAC President next year.
- Candice and Leslie will also no longer be on the PAC as their kids age out of Dr. Knox.
- Tiffany and Erika each have only one year remaining at Dr. Knox and do not intend to move into multi-year leadership roles.

## **5 COPAC UPDATE**

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*Alyssa Fulkerson, COPAC rep*

*Meeting held on November 3, 2025*

### **COPAC welcomed Tobias Blaskovitz from the SD23 Learning Innovation Team to hear about the CARE (Climate Action Ripple Effect program)**

- The CARE team is seeking community mentors for SD23 students participating in this program.
- Share this link and/or the attached poster with your community and friends. <https://sites.google.com/learn.sd23.bc.ca/care-in-sd23/home>

### **They heard from École Casorso Elementary parent Amy Johnston, who shared her moving story about her child's amazing experience with teacher Helen Park at CAS.**

- Amy led the nomination of Mrs. Park for a 2025 Prime Minister's Award for Teaching Excellence.
- You can read about it <https://www.sd23.bc.ca/news/national-recognition-for-casorso-teacher-20251024193150> and <https://ised-isde.canada.ca/site/ised/en/programs-and-initiatives/prime-ministers-awards/recipients/2025-teaching-excellence/biographies#Helen-Park>
- In the coming months, they will try to share opportunities for recognition of amazing educators, administrators and volunteers.
- If you know of opportunities like these, please let them know!

### **There is a New District Newsletter**

- The new district newsletter will be coming out monthly on the last Friday of every month
- Access: <https://app.smore.com/n/5fbdj>

### **Upcoming COPAC Events**

- COPAC will be hosting Samantha Woods to talk about Executive Function and ADHD on November 19, 2025 at 6:30pm.
- They will share the poster and registration link out to Families later this week but wanted to give PAC Executives the first opportunity to register here: From Chaos to Clarity: Helping Kids Strengthen Executive Functioning Skills [https://us02web.zoom.us/meeting/register/B9JJ6CvjTPa967VM\\_s5Ttw](https://us02web.zoom.us/meeting/register/B9JJ6CvjTPa967VM_s5Ttw)

### **COPAC Executive Vacancy**

- They are still looking for a new Secretary!
- If you are a COPAC Rep or PAC President and want to give the COPAC executive a try, please send them an email!
- The Secretary is responsible for preparing the meeting minutes for the monthly COPAC General meetings. It's a great way to give COPAC a try.

### **New COPAC Survey input**

- Input for a SD23 PAC/Principal Guidebook
- Monthly PAC Meeting topics Input for SD23 PAC & Principal Guidebook
- Monthly Toolkit for PAC meetings – Fill out form

### **Save the Date**

- COPAC Parent Conference is scheduled on Saturday, February 28 in person at the new Learning Center at Hollywood Road Educational Services.
- Stay tuned for more details or email COPAC with ideas for speakers.

### **Registration is now open for WWEST Winter STEM camp**

- The WWEST Winter STEM camp is to be held at UBCO on December 29-January 2 (no camp on the 1st) for children aged 5-10.

## 6 ACTION ITEMS

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### **eScooter/eBike Awareness**

- Kellie will follow up with the Principal regarding opportunities for an eScooter/eBike awareness session led by the Community Liaison Officer.

### **Bottle-Depot**

- Kellie will follow up with the Principal about who is currently handling bottle-depot drop offs for the school.

### **Future PAC Fundraising**

- Kellie will add Fundraising Discussion to the February 2026 PAC agenda to review needs for next year.

### **BCCPAC Membership**

- PAC Executive will revisit decision on BCCPAC membership fee in the 2026/27 school year.

### **COPAC**

- Alyssa (COPAC Rep) will continue to share COPAC updates and registration links with PAC as they become available.