



**Minutes of the  
Kitsilano Secondary Parent Advisory Council  
Library**

Tuesday, May 30, 2017, 7:00 pm

***Putting Ideas to Action: Through Community Spirit and Fundraising***

**PRESENT:** **PAC executive:** Chair Norma Biln; Vice-Chair Martina Mitterer; Secretary Helen Soulsbury; Co-Treasurer Maria Dabiri; Co-Treasurer Da'ad Dudin; Members-at-Large: Eva Antoniak, Rebecca Jennings,

**Administration:** Principal Ranjit Bains; **Teachers:** Doug Smith,

**REGRETS:** Co-Chair Mahshid Karimi;; Members-at-Large: , Teri Charuhas, Buket Donnelly, Frances Clarke, Shana Cherry; DPAC Representatives Rebecca Jennings and Roberta Stuart

**Members Present:** 14 (including Executive)

Meeting called to order at 7:05pm

**1. Approval of the Agenda**

- a. **MOTION:** Adoption of Agenda  
Moved: Eva Antoniak  
Seconded: Rebecca Jennings  
**CARRIED** by majority

**2. Approval of the February 28 PAC minutes**

- a. **MOTION:** Approve the April 25 PAC Minutes  
Moved: Rebecca Jennings  
Seconded: Eva Antoniak  
**CARRIED** by majority

**3. Principal's Update:** Ms. Ranjit Bains

- a. Seismic Upgrade vs. Rebuild. We only get the building, grateful for PAC's support to address the extras.
- b. Core Values Committee. Using the move to do a culture reset to build more cohesion amongst students and amongst teachers. It started as a code of conduct, but it evolved. There is also the curricular piece and core competencies (hidden curricula) which dovetails nicely. Looking for parent volunteers for this committee and one outcome is to build a matrix to re-enforce positive actions. Will be doing a student survey to help form the matrix.
- c. Possession of the new building on September 1 2017 so we will be moved in for the first day of school. A schedule is in place to move classrooms. This includes gyms and theatre as well.

Suggestion to have the Grade 12s to come in the first week of September to help move boxes and to have that count towards their volunteer hours.

- d. Change in how Honour Roll and Principal Lists are calculated to align with the new curriculum. Want to get away from marks but learning journey. One option is to look at this cumulatively at the end of the year (instead of by term). Will not impact scholarship calculations. Questions around recognition.
- e. Question on enrollment – looking at an increase for next year including base students, new special ed program and international students.

#### 4. Teacher's Update: Mr. Doug Smith

- a. Passed along thanks from a teacher that runs the Science Club for receiving support from PAC. People are excited about moving into the new building, and reset on core values. A question on classroom composition – teachers' perspective. For next year, class average is so far 25 (instead of 29 this year). At this point no concerns around class composition. Question on having enough textbooks for all the students. A: Purchasing enough for class sets, but moving away from reliance on textbooks and more towards on on-line. One issue this year, the textbooks were late which caused issue.

#### 5. Committee Updates:

- a. **Refreshments: Martina Mitterer, Chair**
  - i. Staff Appreciation Luncheon is June 7<sup>th</sup>. Looking for salads, main courses, fruit platters. It will be in the library. Sign up list will be posted. Latest time to bring food is 11 am. Luncheon starts at 11:35am.
- b. **Centennial: Ranjit Bains provided update for Buket Donnelly, Chair**
  - i. Back to a two day event. Friday May 11, 2 to 8pm, and Saturday May 12 11 to 5pm. More details to come.
- c. **Fundraising: Mr. Roger Kao, Chair**
  - i. We are doing well. We are halfway through our two year campaign. We distributed \$70K for teachers' projects (a lot of this covered hardware).
  - ii. First \$10K matching raised \$14K (for a total \$24K).
  - iii. Will start the cycle again this year.
  - iv. Still need to report back on Donor Wall and Auditorium Seats for Naming.
  - v. Theatre - core group of seats are covered, still trying to confirm what else is covered and what extras will be required.
  - vi. Longer term goals include trying to reduce barriers for school philanthropy

#### 6. Treasurers' Report: Ms. Maria Dabiri and Ms. Da'ad Dudin, Co-Chair

- a. Report presented by Maria Dabiri
  - i. Beginning Cash Balance (July 1, 2016) \$3,952
  - ii. Income (Deposits)
    - a. Gaming Account \$26,140
    - b. Parent Donations \$56,340
  - iii. Expenses (cheques written) (\$65,335)
  - iv. Ending Cash Balance \$21,097
  - v. Cash over budgeted amount \$1,091

- b. Some departments are hoping to roll over money from this year to next year in September/October.
- c. Second year that we have been able to fund all the asks.

**7. A Year in Review and Initiatives for Next Year: Ms. Norma Biln, PAC Chair**

- a. **Highlights:**
  - i. Centennial Planning initiated
  - ii. New PAC members, eg. Gaming and website
  - iii. PAC in the Kits Community (ie 2 pub nights, dry cad, parent=teacher interview, arts night exposure, curriculum planning, alumni association support)
  - iv. Staff Appreciation (Cookie bash, luncheon)
  - v. Fundraising (setting new heights, dry grade raised a record \$27K, Lily Hall Support)
  - vi. Parent Education
- b. Make sure to do something to get Grade 8 parents involved in PAC. Ideas include a coffee morning on the first day of school, a welcome bbq, a drop in evening.
- c. Coming next year:
  - i. Let's plan to go further: join forces with teachers/students, galvanize the school community, leverage the centennial
  - ii. Fundraise to \$250K – Donor Wall and Chair-ity
  - iii. Grade 8 Parent engagement – ie welcome bbq, recruit younger grade parents to PAC
  - iv. Centennial Events
  - v. More Social Events (similar to pub nights)
  - vi. School Board and Provincial Level Philanthropic Policies
- d. PAC Mission: we have been meeting the goals for the FY 2016/17
- e. PAC meeting dates - The Last Tuesday of Every Month, September is the AGM. No meetings in December, March and June

**8. Other Business**

- a. Ranjit shared that there are two events around Fentanyl awareness in June.

**9. Adjourn**

- a. **MOTION:** Adjourn the meeting.

Moved: Martina Mitterer

Seconded: Da'ad Dudin

**CARRIED** by majority

Meeting adjourned at 8:40pm.

**Next PAC meeting is Tuesday September 26, 2017 in the Kitsilano Secondary Library**

**Minutes Respectfully Submitted by:  
Helen Soulsbury - Secretary**