



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

AGM KSS Room 201  
26 September 2017, 7:00 pm

**PRESENT:** **PAC executive:** *Chair* Norma Biln; *Vice-Chair* Buket Donnelly; *Co-Secretaries* Helen Soulsbury, Valerie Murray; *Co-Treasurer* Toan Vo; *Members-at-large* Shana Cherry, Karen Shaw, Rebecca Jennings, Teri Charuhas, Ebru Montagano, Patricia Thiel  
**Administration:** *Principal* Ranjit Bains; *Vice Principal* Jill Sehmbi  
**Guests:** Sam and Dana from Student Council

**REGRETS:** *Co-Treasurer:* Maki Kristiansen; *Member-at-large* Frances Clarke; Maria Dabiri; *Teacher Rep:* Doug Smith

Members Present: 43 (including Executive)

Meeting called to order at 7:07pm

**1. Approval of the Agenda**

- a. **MOTION:** Approval of Agenda  
Moved: Rebecca Jennings  
Seconded: Buket Donnelly  
CARRIED by majority

**2. Approval of the May 30 2017 PAC minutes**

- a. **MOTION:** Approval of May 30 2017 minutes  
Moved: Patricia Thiel  
Seconded: Rebecca Jennings  
CARRIED by majority

**3. PAC Mission and Review of 2016/17 and introduce 2017/18 Goals**

- a. Norma introduced the execs from the 2016-17 school year and explained the various roles of the executive roles.
- b. Norma shared the PAC mission and talked about the 2017/18 goals.
- i. Fundraise to the benefits of our kids
  - ii. Listen to parent ideas, turn ideas into action
  - iii. Build the parent community spirit
- c. Norma provided Financial Highlights. Total collected for the 2016/17 school year was \$92.4K 92,4, dispersed 75K remaining 17.4K. This was compared with 2015/16 financials (see table).

## Financial Highlights

	2016/17	2015/16
Beginning Cash	\$3,400	\$4,500
BC Gaming	\$26,000	\$30,000
Admin (Donations)	\$40,000	\$17,000
Dry Grad	\$9,000	
Lily Hall	\$14,000	
Total	\$92,400	\$51,500
Disbursed	<b>\$75,000</b>	<b>\$48,100</b>
Remaining	\$17,400	\$3,400

- d. Completed Activities Norma shared the activities that were completed in 2016/17 in the areas of Fundraising, Ideas to Action and Community Spirit. Noted gaps this year: PAC Guest Speakers

## 2016/17 Completed Activities

Fundraising	Ideas to Action	Community Spirit
Disbursed \$75,000	More Bike Racks	Teacher appreciation Cookie Bash
PT Conference Fundraiser	Grade 8 needs for more orientation Kids & Parents	January and Fall New Grade 7 Orientation
Arts Night Fundraiser Feb 17	PAC Scholarships	PAC Guest Speakers
Corporate sponsorships	New Grade 8 Welcome	Kits Parent Pub Night
	Change the AGM/PAC Election date - Gr. 8 Initiative	Teacher appreciation Lunch in Spring
		Student Positive Action

### 4. Student Council Update: Sam & Dana

- Had the Clubs fair Monday Sept 25
- Visited Grade 8 Social Studies classes to inform them about Student Council and soliciting Grade 8 reps
- Hosting Cops for Cancer this week
- Planning events including Halloween, Remembrance Day and SummerFest year end celebration, and Centennial celebrations

### 5. Principal's Update: Ranjit Bains, Jill Sehmbi (Vice-Principal)

- Ranjit introduced Jill Sehmbi as our school's new VP, who shared a few words with the PAC.
- Ranjit passed on the following for teacher's update which is that the teachers want to do what they can to ensure that the school community continues to grow in positive space.
- Ranjit talked about the new building space available to students and teachers this year, and challenges in moving the school into the new space. Some bumps such as PE and Fine Arts areas not quite completed. Date for completion of new gymnasium is end of November/early

December. PAC raised concerns around appearance of lack of construction outside of typical working hours.

- d. New curriculum introduced for up to grade 9. Grades 10 to 12 delayed by a year. May pilot new reporting structure (no decision yet).
- e. Student learning grant of \$50 allocated per student. A district committee was struck to look at how this money will be spent. At the high school level, \$32 per student, more for elementary (this translates to approx. 38K for learning resources and technology). Money has to be spent by January 2018. Looking for suggestions as to how to spend that money. Some immediate suggestions – textbooks, cover off small fees.
  - i. **ACTION ITEM:** This will be added *to agenda for next PAC and PAC Exec meetings.*
- f. Question asked concerning the lack of Strings program being offered. It is on the radar is to incorporate music as part of the Fine Arts grade 8 elective (did not happen for this year).
- g. Discussion taking place around School spirit, and questions around outdoor spaces and when will they come back, but there are delays for the final phase (field) which would help to build this. VSB is footing bills to KCC usage due to lack of gym space. Note plans for some of the school space to be used by the community and vice versa. Soliciting parent volunteer for their Core Values committee and linking this with the new curriculum's Core Competencies.
- h. Spoke positively about parent engagement of our PAC.

## 6. PAC Executive Election

- a. Norma provided a summary of volunteer skills needed in the areas of fundraising (donor wall, naming decision), administration (processing donation paperwork), pub nights held on nights with no PAC meeting scheduled (securing silent auction items, working guest list table and collecting money, 50/50 circulation), website and social media management, bookkeeping, catering, event planning organizing speaker events.
- b. Committees (informal) needs include people to lead, be a member or occasionally volunteer for Centennial Celebration, PAC Alumni Liaison, PAC Dry Grad Committee, fundraising, Speaker Events, PAC Refreshments, Media and Social Media, Administrative, gaming License Administration
- c. **MOTION:** To elect/acclaim the following PAC members to the following Executive positions:
  - i. **Chair:** Norma Biln
  - ii. **Vice-Chair:** Buket Donnelly
  - iii. **Co Treasurers:** Maki Kristiansen, Toan Vo
  - iv. **Secretary:** Helen Soulsbury, Valerie Murray
  - v. **Members at Large:** Frances Clarke, Shana Cherry, Maria Dabiri, Karen Shaw, Rebecca Jennings, Teri Charuhas; Ebru Montagano; Patricia Thiel (Athletics Liaison)
  - vi. **DPAC Representatives:** Rebecca Jennings
  - vii. **Fundraising Chair:** Roger Kao, Daniela Girard
  - viii. **Centennial Chair:** Buket Donnelly

Moved: Rebecca Jennings

Seconded: Martha Kertesz

CARRIED by majority

## 7. Other Business

- a. List of PAC meetings (last Tuesdays in November, January, February, April and May and last MONDAY in October)
- b. Pub Nights @ 6:30pm Colony Pub in Kitsilano taking place on December 14, March 15 & June 14
- c. Some feedback on this year's walkthrough this year vs the traditional walkabout.
- d. KCC times in November will be less available due to external bookings so PE department is struggling to find available space. Questions on penalties for not meeting deadlines (ie gym delays which is impacting this).
  - i. ACTION ITEM: Parent Denise Lauritano has volunteered to draft a letter on behalf of parents to send to VSB.
- e. Suggestions on fundraising ideas focusing around culture and heritage (ie Day of the Dead), however recognition that this takes significant organization and requires volunteers.
  - i. ACTION ITEM: Norma will reach out to Ranjit and Student Council about having a Day of the Dead event during the school. This idea was suggested by Diego Perez (send Norma his email)

**8. Adjourn**

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

Moved: Helen Soulsbury  
Seconded: Teri Charuhas  
CARRIED by majority

Meeting adjourned at 8:39 pm

**Next PAC meeting is MONDAY October 30, 2017 in room 201**

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