



**Minutes of the  
Kitsilano Secondary Parent Advisory Council and AGM**  
AGM KSS Rooms 104/105  
Tuesday September 25 2018, 7:00 pm

PRESENT:

**PAC EXECUTIVE (2017/18 school year)**

**Chair:** Norma Biln  
**Vice-Chair:** Buket Donnelly  
**Co Treasurers:** Maki Kristiansen, Toan Vo  
**Secretary:** Helen Soulsbury, Valerie Murray  
**Members at Large:** Frances Clarke, Shana Cherry, Karen Shaw, Rebecca Jennings, Maria Dabiri, Teri Charuhas; Ebru Montagano; Patricia Thiel (Athletics Liaison)  
**DPAC Representatives:** Rebecca Jennings  
**Fundraising Chair:** Roger Kao, Daniela Girard  
**Centennial Chair:** Buket Donnelly  
**Website:** Daniella Kurland  
**Guests:** Principal Ms. Ranjit Bains; Teacher representative Carol-Anne McMillan;  
Student reps: Nicky Mirmohammadi & Dana Turdy

REGRETS: Buket Donnelly, Toan Vo, Valerie Murray, Frances Clarke, Shana Cherry, Karen Shaw, Rebecca Jennings, Teri Charuhas; Ebru Montagano; Daniella Kurland

Number of attendees who signed in (including Exec): 46

Meeting called to order at 7:00 pm

**1. Approval of the Agenda**

- a. **MOTION:** Approval of Agenda  
Moved: Jacqueline Crummey  
Seconded: Daniela Girard  
CARRIED by majority

**2. Approval of the May 29th PAC minutes**

- a. **MOTION:** Approval of May 29<sup>th</sup>  
Moved : Helen Soulsbury  
Seconded: Maria Dabiri  
CARRIED by majority

**3. PAC Mission – Norma**

- a. **Thank you to the PAC Exec**
- b. Review PAC Mission and goals from last year
  - i. Mission is to improve the quality of education for our students
  - ii. Fundraising has been a large focus
  - iii. Listen to parent ideas and turn them into action
  - iv. Build the parent community

**4. School Updates**

- a. Student Council: Nicky Mirmohammadi
  - i. Grade 8 elections take place next week
  - ii. Planned activities for the year
    - 1. Reps from grades 8 to 12, exec, physical education rep, creates events for the school and also participate in the Kits Parliament focus on issues with the school community
- b. Teacher Update: Carol-Anne McMillan
  - i. Please to take over this role this year and introduced herself to the PAC.
  - ii. Teaches English, with 3 Grade 8 classes
- c. Principal's Update: Ms. Ranjit Bains
  - i. Thanked Norma and rest of the PAC Exec
  - ii. Welcomed the parents
  - iii. Work with Student Government in the last year restructuring
    - 1. Student Council focus community building and inclusivity
    - 2. Kits Parliament – taking ideas/issues to actions
    - 3. Grad Council – focus on grade 12 needs
    - 4. This year's grade 8s are “electric” (for example 15 are running for student council)
    - 5. Office dedicated for Student government and their reps to ensure accessibility for all students
    - 6. Meetings are open to all
  - iv. Start-up has been smooth, especially without the disruption of the larger construction (some minor deficiencies still need to be addressed)
  - v. Waiting for final clearance to open the field/bike shelter
  - vi. Working with PAC on some fund raising pieces for bells and whistles
  - vii. Question on whether the field meets minimum standard for high school play
  - viii. Receipts are being issued by VSB and parents want confirmation that money is going to our PAC
  - ix. VSB is changing their system for donations. All on-line donations will need to be made to the school (even for PAC) to try and cut down administrative steps. Cheques are acceptable as well.

**5. Treasurer's Report : Maki Kristiansen**

- a. Financial Update
  - i. Reviewed the past two years . For 2017/18 total funds over 90K raised and disbursed approx. 85K
  - ii. Available as of mid Sept is over 4K but there are more donations and gaming grant yet to be received

- b. New funds on the way
  - i. Between now and next meeting receive requests from teachers and meet to discuss how money will be allocated
  - ii. Tried to fund academic as Gaming funds go to sports and arts
  - iii. At the next meeting a list of which funding asks will go and this will be voted on
  - iv. Request will come in through the year and with fundraising throughout the year to ensure as many requests can be supported
- c. Fundraising plans (Norma)
  - i. Auditorium Chair Naming (Chair-ity)
    - 1. Ideas and Expertise welcome (350 chairs)
    - 2. Set Date
    - 3. Launch Communication
    - 4. Collect Funds
    - 5. Work with Shop Class to make Name Plates
    - 6. Unveilling
  - ii. Donor Wall
    - 1. Looking to continue to do additional walls
  - iii. Outlined Annual and 2018/19 Activities

## 6. PAC Election & AGM

Norma Biln

- a. Norma gave a background about roles and activities of the PAC
  - 1. Staff Appreciation
  - 2. PAC Community and Awareness
  - 3. Student Support
  - 4. Grad Activities
- ii. Committee Volunteers needed
- b. Motion to Approve the new Slate
  - i. **Chair:** Daniela Girard
  - ii. **Vice-Chair:** Robert Schwetzke
  - iii. **Co Treasurers:** Kim Wilson-McCreath, Maki Kristiansen(past)
  - iv. **Secretary:** Jennifer Brandon ; Judith Tracey & Martina Mitterer  
(assistants)
  - v. **Members at Large:** Paula Jerez, Rebecca Jennings – Athletics Liaison; Daniella Kurland – website; Jacqueline Crummey – Fundraising; Maria Dabiri – Graduation; Yulia Luzhbina; Tassadite Delepine; Ellie Rubin - Fundraising /communication; Wayde Hayley – Fundraising; Catherine Frost; Catherine Mugica
  - vi. **DPAC Representatives:** Alan Patola Moosmann
  - vii. **Past Chair:** Norma Biln

Motion to Approve:

Moved: Helen Soulsbury

Second: Jacqueline Crummey

CONGRATULATIONS to our new 2018/19 EXEC team!

## 7. New Chair Address – Daniela Girard

- a. Looks forward to work together to continue the great work that PAC has been doing
- b. Reach out to her for any ideas/suggestions and work

**8. DPAC Update - Alan Patola-Moosmann**

- a. Provided a background on DPAC
- b. Role is about two-way communication
- c. BCCPAC is provincial (Kits not currently a member)
- d. Upcoming DPAC Events
  - i. First general meeting Sept 27 (for new DPAC members)
  - ii. All candidates forum for school trustees on Oct 4<sup>th</sup>
  - iii. Update on SOGI (Sexual Orientation and Gender Identity) on Oct 25

**9. Closing Comments – Daniela Girard and members**

- a. Future meeting dates (last Tuesday of month except Dec, Mar and June)
- b. Pub Nights (Dec, Mar and June) at Colony Pub in Kits
- c. Create committees for refreshments, fundraising and others
- d. Issues/Confusion with online payments – raised by Patricia Thiel. Any issues please send to PAC

**10. Adjourn**

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

Moved: Patricia Thiel

Seconded: Jerry Hall

CARRIED by majority

Meeting adjourned at 8:21pm

**Next meeting 7pm room 104/105 October 30th**

**Minutes Respectfully Submitted by:  
Helen Soulsbury – Outgoing Secretary**