



**Minutes of the  
Kitsilano Secondary Parent Advisory Council and AGM**  
AGM KSS Rooms 104/105  
Tuesday, October 30 2018, 7:00 pm

PRESENT:

**PAC EXECUTIVE (2018/19 school year)**

**Chair:** Daniela Girard  
**Vice-Chair:** Robert Schwetzke  
**Co Treasurers:** Kim Wilson-McCreath, Maki Kristiansen(past)  
**Secretary:** Jennifer Brandon ; Judith Tracey & Martina Mitterer (assistants)  
**Members at Large:** Paula Jerez, Rebecca Jennings (Athletics Liaison), Daniela Kurland (website),  
Jacqueline Crummey (Fundraising), Maria Dabiri (Graduation), Yulia Luzhbina,  
Tassadite Delepine, Ellie Rubin (Fundraising/Communications), Wayne Hayley  
(Fundraising), Catherine Frost, Catherine Mugica  
**DPAC Representatives:** Alan Patola Moosmann  
**Past Chair:** Norma Biln  
**Guests:** Principal Ms. Ranjit Bains; Teacher representative Carol-Anne McMillan

Number of attendees who signed in (including Exec): 29

Meeting called to order at 7:21 pm

**1. Approval of the Agenda**

- a. **MOTION:** Approval of Agenda  
Moved: Rebecca Barker  
Seconded: Norma Biln  
CARRIED by majority

**2. Approval of the September 25, 2018 PAC minutes**

- a. **MOTION:** Approval of minutes  
Moved : Rebecca Barker  
Seconded: Norma Biln  
CARRIED by majority

**3. School Updates**

- a. Student Council: Ms. Bains in place of student representative Nicky Mirmohammadi  
i. Grade 8 election took place, 14 candidates, (3) reps were elected  
ii. Halloween Activities take place tomorrow (Haunted House, Halloween Howl)  
iii. Canley Cup (food drive for Vancouver Food Drive)  
b. Teacher Update: Carol-Anne McMillan  
i. Modul UN: (80) children in the club, conference December 6, 2018

1. Last year, first school-wide Model UN, will plan one for spring that will invite other schools, January is a Vancouver-based Model UN
  2. Madame Perrot is the teacher sponsor
  3. Ms. Bains to provide more details at November PAC meeting
- c. Principal's Report
- i. Parent concern: not enough textbooks
    1. Some programs have not chosen their textbook yet
    2. New curriculum has provided opportunity for other learning
    3. Looking at alternative resources to maintain up-to-date learning
  - ii. School Cash: feedback provided, collated, and passed on to district, changes already taking place
  - iii. Reminder: Term end in November
  - iv. Kits Cards for students and teachers that follow and emulate Code of Conduct

#### 4. Treasurer's Report : Kim Wilson-McCreath

- a. Financial Update
  - i. Reviewed current state of financials (Ending Balance: \$9,371)
  - ii. Down in parent donations, up in gaming
  - iii. \$190,000 of requests from teachers for funding, we will disperse \$46,158

#### 5. Teacher Submissions

- a. Reviewed process for allocation of donations
  - i. Account for new PAC fund collected
  - ii. Receive submissions from teachers
  - iii. Summarize and compare to previous year's requests
  - iv. Review with Principal and Executive Team
    1. Are there other funding possibilities for the request?
    2. Longevity of program
    3. Number of children impacted
    4. Academic vs Clubs, Sports, Arts
  - v. Allocate what is available
  - vi. Continue to raise funds in order to fund it all throughout the year

#### 6. Donation Allocations

- i. Weight Room, Ice Hockey tournament – no fundraising suggested, initiate direct fundraising and provide assistance to teams
- ii. Parent donations went to academics first
  1. Modern language and French Immersion requests will be funded by federal grants for cultural
- iii. Student Services (\$10k request), funded \$3k
- iv. Pre-employment (laptop request) laptop, teacher laptops/tablets will be reallocated (30), some will be provided pre-employment program
- v. School parliament furniture question
  1. Decision to help without the furniture, but school requires specific furniture so will work to fund
- vi. Arts program request \$8k, funded 50%
  1. This area was funded more last year
- vii. Parent Question: not enough seating for lunch for students

1. Ms. Bains, budgeted for tables and stools for different areas, will continue ongoing
2. Direct fundraiser is possible

#### 7. Fundraising – Norma Biln

- a. Wants to fund it all
- b. Go back to previous donors as they are in the habit of giving
  - i. Specific donors in mind that Norma will reach out to
  - ii. Encourage donors with an Arts Donor Wall, Computer Lab Donor Wall, Exercise Room could be funded from the chair-ity event
  - iii. Will continue to update us, feel free to reach out if you want to get involved
- c. Parent Question: will there be a committee for fundraising
  - i. Yes, Norma Biln will organize

#### 8. Volunteer Skills required

- a. Pub Night organization (December)
  - i. Event for parents to get together and connect and build community
  - ii. Needed: silent auction items, guest list tables, 50/50, selling tickets, contacting pub
    1. There is a Colony Pub contact, Norma has a few silent auction items already
    2. Teacher rep volunteered to attend
- b. Speaker Events
  - i. Receive and field speaker night requests
  - ii. Review contacts, is there a cost, what is appropriate for our school (eg. Helping kids to Bounce Back, Building A Child's Self Esteem etc.)

#### 9. DPAC Updates – Alan Patola Moosman

- a. There will be (2) newsletters – PAC news and DPAC updates
- b. There is an ADHD Workshop, November 15, 2018 at 7:00 PM at VSB Office (Candice Murray, Daphne Dokus, Provincial ADHD Clinic)
- c. SOGI presentation for DPAC to discuss teacher resources and tools, not curriculum
- d. A parent is spearheading the restoration of a hands-on music program; parents are asked to support should they agree
- e. DPAC is an Executive of 12, parents elected (nominations put forward from PACs), 5 seats are currently open, particularly a treasurer is needed, contact Alan directly
- f. Review of what DPAC does

**Motion:** call to approve disbursement as set out in documents

Moved: Patricia Thiel

Seconded: Wayde Hayley

CARRIED by majority

#### 10. Annual 2018/2019 Activities

- a. Staff Appreciation Events
  - i. Christmas Cookie Bash – Christina Morgan, coordinator

- ii. Spring Appreciation Lunch
- b. PAC Community & Awareness
  - i. Parent Teacher Conference
  - ii. Arts Night Fundraiser
  - iii. Pub Nights
- c. Student Support
  - i. PAC Scholarships & Student Positive Action Award
    - 1. Awarded to students with exceptional contributions to the school and environment, asked teachers for recommendations, not academic
    - 2. Parent Question: Is there criteria? Norma – yes the PAC could set it. What values? New school mission and values. Volunteer: Rebecca Jennings (each grade)

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

- a. Future meeting date (November 27, 2018)
- b. Pub Night (Dec) at Colony Pub in Kits
  - i. Parent Question: Can the invitation be sent as a calendar invitation

**12. Adjourn**

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

Moved: Patricia Theil  
Seconded: Rob Severin  
CARRIED by majority

Meeting adjourned at 8:21pm

**Next meeting 7pm room 104/105 November 27, 2018**

**Minutes Respectfully Submitted by:  
Jennifer Brandon - Incoming Secretary**