**Kilmer Parents Advisory Council (KPAC) Minutes**

**Monday, April 8, 2019, at 7 p.m. in the Library**

**Attended by:**

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| Marvin Klassen (Co-President) | Jeremy Bauman (DPAC Rep) | Nipa Bhalla  |
| Leanne Cahan (Co-President) | Karen Homes (Secretary) | Lisa Bertsch |
| Phyllis Chong (Vice-President) | Carlie Jamieson (Treasurer) | Christie Beerens |
| Laurie Birnie (Principal) | Juliana Fullerton | Tricia Leslie |

**Called to Order:** 7:03p.m

**General Business:**

Approval of Agenda: Carlie/Nipa **Motion Carried**

Approval of March 2019 Minutes: Juliana/Lisa **Motion Carried**

**Executive Reports:**

Co- Presidents:

* No items to report.

Vice-President:

* No items to report.

Treasurer:

* Transaction report presented (“March 2019”) showing a bank balance of approximately $33,000 (main chequing account).
* Invoice for soundfield technology has been paid. Note: Invoice was $100 over KPAC’s approval; overage approved by Co-President and Treasurer.

DPAC rep, supplemented by information from Co-President (Marvin):

* There are serious concerns from the School District 43 Board, as well as administration and teachers across the district, about the Province’s proposed education system funding model for the 2020/21 school year. A unified response has been sent and a copy is available on the DPAC43 website (https://dpac43.ca).
* Upcoming Presentations: April 11 – Children of the Street (parent education), May (date TBD): Mental Health First Aid.

**Committee Reports:**

Fundraising:

* Clothing drive on now.

Hot Lunch:

* Orders are down a bit from last year (April orders especially). Promotion of hot lunch via Facebook seems to help – keep it up! Suggestion: providing more detailed description of food may help increase orders.
* Volunteering: MunchaLunch has removed the “you will receive a volunteer confirmation email” after clicking on “I would like to volunteer”.

Social media:

* Keep sending posts!

Fruit and Veggie:

* Last delivery was tomatoes.
* Delivery is on Wednesdays (Dipti receiving and Sunny conducting FoodSafe check).
* Milk deliveries: Nipa and Ms. Birnie will figure out how/when it will be delivered to classrooms (currently some confusion/miscommunication).

Canadian Parents for French (CPF):

* Organization may fold due to low participation. More news to come.

**Administrative Report:** Laurie Birnie, Principal

* Sylvia Hardy (school secretary) has taken a leave and will move to the Mission School District office. Sylvia will be recognized at Friday’s Star Assembly. Asia Saunders will fill the school secretary position. KPAC asked Sylvia for suggestions of items that might help students in the school office; butterfly bandages and crayons were suggested, so KPAC will purchase those items.
* Grade 5 camp fundraiser: Bike Repair – notices have been sent home.
* Update on involvement of Port Coquitlam Rotary: they have donated $1250 in No Frills gift certificates to be distributed to families in need (at the discretion of the Principal/school office).
* Upcoming events: April 18th – Como Lake Relay; April 23rd – French public speaking event; April 30 – District-wide French public speaking event.

**Old Business:**

* KPAC Vice-President role has been updated in KPAC’s Constitution and Bylaws, with District PAC 43 and on the Kilmer school website.
* BCTF info session – no update (waiting for response from BCTF).
* Parent Wish List survey results: 28 responses (survey open for one month)
	+ Summary: significant responses on improving outdoor spaces, increasing number of field trips (in and out of school), desire for school buses for field trips.
* Gaga Ball structure: There is one at Kway; if some parents want to check it out, Ms. Birnie can arrange it.
* Four Square (outdoor game): some tension as some kids are making up rules in order to control the game. Considering: teaching game’s rules during physical education class.
* Question about possibility of planting trees on school grounds to create shade. Parent expertise is available and tree donations may be discussed at a future date.
* Volunteer opportunity: Sports Day Concession volunteers needed. Other suggestion: seek assistance from Port Coquitlam Lions Club to conduct a BBQ onsite.

**New Business:**

* April 25th is the Staff Appreciation Lunch in the gym. Parents are asked to provide potluck items (feeding 4-6 people) and $5 coffee cards will be given to staff as a token of our thanks.
* There is a need for KPAC to be able to communicate directly with parents, as the current Class Rep systems isn’t working. Many parents gave permission at the beginning of the school year to be contacted by KPAC directly. These parents’ email addresses will be compiled and given to KPAC Executive for KPAC use.

**Adjournment:** 8:40 p.m.

**Next Meeting:** Monday, May 6th at 7pm in the Kilmer library. KPAC elections will take place.