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

**Monday, May 6, 2019, at 7 p.m. in the Library**

**Attended by:**

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| Marvin Klassen (Co-President) | Jeremy Bauman (DPAC Rep) | Christie Beerens |
| Phyllis Chong (Vice-President) | Karen Homes (Secretary) | Rachel Klages  |
| Carlie Jamieson (Treasurer) | Kim Downey | Derek Howell |
| Laurie Birnie (Principal) | Nipa Bhalla | Sunny Lemen |

**Called to Order:** 7:05p.m

**General Business:**

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

Approval of April 2019 Minutes: Nipa/Kim **Motion Carried**

**Executive Reports:**

Co- Presidents and Vice-President

* No items to report.

Treasurer:

* Brought bank statement to circulate to meeting attendees.
* Will complete and submit Gaming Account Summary Report later this month.
* Questions were raised about the proceeds from the bike repair fundraiser; this was not a KPAC fundraiser. Ms. Birnie will look into how the proceeds helped the costs for Grade 5 celebration (camp day) and share the information with KPAC.

DPAC rep:

* A representative from the Ministry presented on how Gaming Grants are used across the province. Anecdotes were shared about mis-use of funds by various PACs over the years and the importance of keeping accurate records.
* A staff member from the school board presented about technology and the BYO-device policy in some schools. He provided insights on the actual technology needs for students at various ages. He stated that digital citizenship is an extension of regular societal expectations and should be taught starting at a young age.

**Committee Reports:**

Fundraising:

* $873 was raised in the textiles drive!

Hot Lunch:

* May orders were reopened.
* Warming cupboard and trays have arrived and working extremely well!
* Sincere thanks and gratitude to the parent volunteer(s) that cleaned the PAC kitchen!!

Social media:

* KPAC is currently only using Facebook to share information. However with the newly acquired email list, KPAC will now be able to send emails to the school community as well.

Fruit and Veggie:

* Last delivery was cucumbers.
* The free milk (program through the Ministry of Agriculture), once delivered, will now be left in the fridge and each class will be responsible for pick-up and distribution to students.

Canadian Parents for French (CPF):

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

**Administrative Report:** Laurie Birnie, Principal

* Staff Thank you lunch - many thanks from Ms. Birnie and the staff!
* Next year’s school calendar will be released soon.
	+ Start and end times for the school day \*may\* change. More information will be shared soon.
	+ There is some consideration for adjusting some hours related to gradual entry and Welcome to Kindergarten.
* Staffing: there will be one additional full-time Educational Assistant next year; casual (temporary) staff will look after the school office until further notice.
* KEV system (School Cash Online) will be used more – parents will use it for field trip notices/payments. Alternate arrangements can be made for those who can’t/don’t wish to use it – contact the office to request arrangements.
* The Learning Commons concept will be explored further for Kilmer.
	+ This is a district initiative but there is negotiation within the framework.
	+ An increased use of technology, tools and learning products already exist within the school and could be centralized from the library/learning commons (and be used more).
	+ Upon parent request, Ms. Birnie may be able to arrange a KPAC visit to a neighbouring school to see and learn more about an established Learning Commons.

**Old Business:**

* BCTF info session: confirmed was provided on May 6 for a May 14 session, which was too late to promote to the Kilmer community. This session will be rescheduled for June.
* **Volunteer opportunity: Sports Day concession volunteers are still needed!**

**New Business:**

* There’s been a request for bus transportation for a field trip to the Surrey Children’s Festival.
	+ Phyllis motions for KPAC to allocate up to $500 for a school bus for division 5’s field trip to the Surrey Children’s Festival.

Seconded by Rachel **MOTION PASSED**

* + There was a suggestion for next year: investigate the cost of using a nearby high school’s bus (smaller and perhaps cheaper than school bus companies). Bookings would have to be arranged early in the year.
* KPAC Elections
	+ President: Phyllis Chong
	+ Vice President: Marvin Klassen
	+ Secretary: Kim Downey
	+ DPAC rep: Jeremy Bauman by unanimous vote
	+ Treasurer: **A volunteer is needed! This position is open and will be promoted at Welcome to Kindergarten and around the school community, seeking a parent with accounting experience to take on this role.**

**Adjournment:** 9:03 p.m.

**Next Meeting:** Monday, June 3rd at 7pm in the Kilmer library.