**KPAC Meeting Minutes**

**Monday, November 2nd, 2020 - 7 pm via ZOOM**

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**In attendance:**

Lynn Bradshaw (Treasurer) Krista Ramirez (President)

Leanne Cahan Tiffany Douglas

Jeremy Bauman (DPAC Rep) Christie Jones

Rachel Klages Kim Downey (Secretary)

Lisa Bertsch Laurie Birnie (Principal)

Todd Gelinas

**Call to order: 7:06pm Krista**

**Approval of Agenda: Jeremy/Lynn**

**Approval of September 2020 minutes – Lisa/Jeremy**

**Executive Reports**

President - Krista Ramirez

Fundraising:

* + Purdy’s: Order deadline **Nov. 26th,** will be handed out on **Mon Dec 7**
	+ Neufeld’s ordering through Munchalunch will begin on **Nov. 9**; deadline **Nov. 25th,** delivery **Dec 4th** (Rachel can add to sandwich board)

Treasurer - Lynn Bradshaw

* + No income; expenses were $504
	+ Gaming grant $5620; balance in our gaming account is $6736.43
	+ Balance in our regular account is $22 522.37
	+ There is a discrepancy of approximately $1200; the PAC has taken measures amend this

DPAC Representative - Jeremy Bauman

* + Next DPAC meeting: **Nov 25th 7pm** via ZOOM
	+ Jeremy will circulate an email with a survey that is looking for input for school district for directions for the 2025 framework; Brittany will send email with link
	+ There was no special guest at the last DPAC meeting; Patricia Gartland spoke
	+ In a question forum after meeting, there were many questions about Covid and how it’s being handled
	+ Ms. Gartland observed that pandemic has widened income gap (this is a negative outcome) but that students are adapting to new technology (this is a positive outcome). She noted the creativity going on in higher grades, especially with regard to the quarter system instead of semesters in effort to keep classes smaller - every effort is being made to provide courses that should be offered to get educational content delivered in a way that meets district requirements
	+ Ms. Gartland reminded us that there are a lot of boxes that have to get ticked in order for school to do anything. It is complicated for schools because they have to go to organizations outside of district before they can bring anything into school.
	+ Ms. Gartland went over procedures when there is exposure, as follows: Deep clean followed by “fogging.”
	+ There have been no COVID outbreaks in the district where there have been multiple confirmed cases where transmission has been in school; all cases have been isolated cases.
	+ The district has been advised by nurses that hand sanitizer is as good as washing hands if hands are not soiled
	+ It is a good idea to talk to students about moisturizing as repeated hand washing can lead to cracked hands. Hand care discussions are needed in some homes.
	+ The gaming commission has been asked if gaming funds can be used to set up a Zoom account – initially the commission said no; however, the assistant superintendent has said administrators can support PACs through Zoom, as we would normally be in the school
	+ There will be a representative from Anxiety Canada at next DPAC meeting; Dr. Melanie Bedali – registered psychologist certified in CBT; she will be talking about the service they provide, how to find help online, and resources referring people to other non-profit organizations. Nov. 25th

**Committee and Executive Confirmations and Appointments**

* + Fundraising: We still need a volunteer. Krista has started with Neufeld and Purdy’s, but we still need help with all the ideas coming in. Kim will put out a request for volunteers on social media; Tiffany Douglas can help.
	+ Hot Lunch: Lisa will do this but PAC still needs someone to help her out and learn; Lynn can help; Rachel can learn Munchalunch with Lisa; Phyllis Chong can also help; The school is waiting to hear from district before hot lunch can start again but it may be soon; Krista would also like to learn Munchalunch
	+ CPF: Anna Vorobyoya is our CPF rep. Jeremy will send her name to CPF for CPF Facebook page
	+ Carnival: We may have a scaled-down version (possibly a drive-thru); we will start organizing a committee in January; Laurie can contact district about guidelines
	+ We still need a Vice President. Kim will put a callout on Facebook and Brittany can announce this in the next newsletter

**Administration Report: Principal, Laurie Birnie**

* + The gym is opening. Teachers have to agree on how to share equipment etc, and sign off on protocols
	+ In music class, we are close to having kids be able to sing!
	+ The biggest challenges during Covid have been time, space, and staffing - everything takes longer to do b/c of protocols, especially handwashing
	+ The school need more space for kids for distance; some rooms have been repurposed (i.e. the decommissioned computer lab). More spaces where our learning services team can work with one or two children from the same learning group in small groups have been found.
	+ Hallways are narrow and there are some places in the school where children have to wait until someone has passed through before they can go through
	+ Staff, students, and parents are trying to use outside of building more: Parents are dropping late children to classroom door and picking up there for early dismissal to keep the flow inside
	+ Washroom traffic is the main concern
	+ The school is bringing some things back virtually that we can’t do as we used to – e.g. Mr. Comartin’s class is doing morning announcements through Teams
	+ There will be a virtual Remembrance Day ceremony hosted by district, with some presentations by classes if they choose (parents will be informed)
	+ Kindergarten teachers and Laurie are working on a plan to give K students their stars
	+ Laurie will check in regarding Zoom paid for by gaming funds
	+ The school has purchased the Frisbee golf nets – they can be moved in and out of school; they should arrive soon.
	+ Extra staffing – there is additional Point 2 learning services position that has not filled; also, positions for learning assistance and maybe ELL; Laurie has been relieved of half of her teaching obligations and is working with only half the classes
	+ Kids have red, chapped hands due to sanitizing and hand washing; families are encouraged to use lotion at home
	+ Masks at elementary: A reminder that that masks are not mandatory (choice of student and family): teachers are required to wear masks in all general and common areas if they circulate around the school,
	+ There has been some slippage with kids sticking to their learning groups during play time, but staff is being firm

**New Business**

* + Spirit Day Ideas: Possible to do a theme or colour day every other Friday? The school can vote for their favourite student from each class and there could get a prize (e.g. a hot lunch donated by PAC). There is a Spirit Day committee on staff (Laurie will bring it up at staff meeting; we need to think of creative ways for students to vote
	+ Field Trip Funds/Teachers Wish List – there are some virtual field trips, but funds can be redeployed. No mad dash for virtual field trips. Field trip funds could be reallocated for classroom use if teachers would like that, depending on what happens in the remainder of the year
	+ Laurie is hoping to get an artist in, as well as Streamkeepers; there some flexibility in bringing people in
	+ Fundraising idea from Tiffany Douglas: COBS Oxford Market “Raise Dough” fundraiser: 5% of bread sales go to school if you mention that you’re participating in a fundraiser for Kilmer. Tiffany can get leaflets for teachers; this can go in the school newsletter as well
	+ Kilmer has an account Biggar Bottle Depot; refundables can be returned there and the money can go to PAC
	+ Krista will send an email for newsletter, Kim will post on Facebook
	+ Funscript: difficult to do right now because of ordering process; online program (Tiffany will look into it)

- From Laurie: Fireman’s Society has agreed to support a breakfast program at Kilmer; they will also support for Christmas hampers and help with families with food scarcity and donate a partial amount if we can start the program; our counsellor Jen McClarty is working to work out how many families we need to support. PAC supported hampers last year and may do so again this year.

**Adjournment: 8:17pm**

**Next meeting Monday, December 7th 2020 via ZOOM**