

Kilmer Parent Advisory Council General Meeting Minutes

Monday Oct 3, 2011 at 7:00 pm in the library

Meeting attended by: Remi Collins(Principal), Colin Aspinall(Chair), Lesley Corr(Recording Secretary) Livian Smith, Paula Fowler, Michelle Oucharek-Deo, Debbie Lenihan, Heather Hammersley, Viktoria Simek, Jasmine Parker, Taunya Helme, Susan Deyotte, Nadine Kainz, Wing Yu, Rose Shaw, Gisela Perk & Travis Alexander.

Regrets: Thaddeus Seidler, Salima Mawji & Rachelle Jadot

Welcome and call to Order @ 7:07pm

Approval of Agenda-Motion made by Rose S. and seconded by Viktoria S.

Adoption of the Minutes from Sept 12th 2011 general meeting-Motion made by Colin A. and seconded by Michelle O. Carried

Chair Report - Colin Aspinall

Round table introductions. Extensive discussion around creating a Kilmer facebook fan page vs. a closed group. It was concluded that the first step would be to find a designated person to maintain the page.

Action:Cathy Willis will send a request to her list of volunteers to see if anyone is interested in taking this position.

Action:Wing Y. will also put it in the newsletter that we are looking for a volunteer with social media experience to take the lead on this project.

Discussion around who is responsible for notifying families when their child will be receiving a star student award at the monthly assembly during the teachers job action. It was suggested that class reps. could make the phone calls. Once they have made contact with a parent or guardian the class reps will report back to Colin A. This would assure that all students' families were given the opportunity to enjoy the award ceremony. If no contact is made with the parents/guardians the student could be moved to the following month.

Action:Kilmer is eligible for approximately \$20,000 in playground funding from the BCCPAC. Livian S volunteered to make the application.

Vice Chair Report -Thaddeus Seidler

Nothing to report

Treasurer Report - Heather Hammersley

Signing authority changes have been made at the bank. It was reported that Kilmer received a \$6000 gaming grant. Heather has requested authority to purchased Quick books accounting software and had a price quote of \$150 for the pro version. It was approved to spend up to that amount. Paula F. suggested that in next year's budget we have a line item for KPAC operating expenses.

DPAC Report - Salima Mawji

As reported by Salima via email. There will be an orientation on October 20th and then the first DPAC meeting will be on October 25th.

Administration report- Mr. Remi Collins, Principal

-Thank you to all parent volunteers who helped with Terry Fox Run.

-Met with the SPC in the 2nd week of school

-Reminder that interim reports, report cards and early dismissals are postponed while job action is occurring.

-All classes meet the requirements of Bill 33.

Committee Reports:

Fundraising –

Debbie L has handed out all of the 100 boxes of chocolates ordered. The money and unsold product are due back Monday, October 17th. Halloween dance will be on Friday, October 28th. Fundraising group to meet to finalize the details. The donation letters continue to come in and deadline for contributions is Friday October 14th.

Computers – Livian Smith

Action: Discussion around opening a bank account for this fundraising project. Heather to confirm if the separate bank account is required or preferred. A suggestion was made to keep \$12000 of the existing \$16596.62 in primary account for the budget. The remaining balance of \$4596.62 to be divided with half going to the purchase of a new popcorn machine and the other half toward the mobile computer lab. Further discussion required.

Hot Lunch – Viktoria Simak

Hot lunch went well. Some items were not delivered and Viktoria S. has reported there may be a credit coming. Next hot lunch will be Friday, October 28th and the vendor will be Subway. Hot lunch co-ordinators chose this vendor due to the fact the dance is the same day and Kilmer parents may prefer a healthier choice for the lunchtime meal.

Parent Ed SSFS –Rachelle Jadot

Reported by Colin A. on behalf of South side family of schools representative Rachelle J. “Kids and Drugs” parent education evening on Thursday, October 27. Notice to be posted on the parent board with details.

Parent Library – Thaddeus Seidler

Nothing to report

Canadian Parents for French(CPF) - Nadine Kainz

Nadine to follow up with kindergarten classes to see if the welcome package went home to the families. Information posted on the parent board of upcoming events.

Garden club - Michelle Oucharek-Deo

Garden Club had 50 children attend first week and 62 attend the second week. Compost is closed due to the wasps will reopen when this issue subsides. The club is looking for perennial donations.

Newsletter/ Website - Wing Yu

A request was made by Wing Y. that the KPAC executives send him a copy of reports and financial statements to be posted on the website. Wing has also asked that we please continue to promote the website. Class reps should still be working on sending the class lists with student's name, phone number, email address and whether or not they have a sibling in another class.

Fruit & Veggie Program- Viktoria Simak

Blueberries last week. Baby carrots this week and pears on Monday, October 24th.

Emergency Preparedness & Safety – Susan Deyotte

Reported that we will not be collecting the \$2 per child this year to restock the goods after a review of the budget following the sale of last year's goods.

School Planning Council –Colin Aspinall, Candace Miller and Della O'Reilly

Discussion was around split classes as the numbers have increased due to class distribution guidelines. Kilmer as a school continues to focus in the area of writing improvement. Assessments have shown that this focus has lead to student improvement and better learning outcomes. Teachers will continue to attend workshops. More detailed information is available on the Kilmer Website.

Popcorn – Jasmine Parker

Next popcorn day will be Friday, October 7 and it was reported that the volunteer turnout has been great.

Campbell soup labels –Moe Pullen

Nothing to report

Volunteer Committee - Cathy Willis

Cathy W. reported that there are more volunteers this year than last year. A request has been made by Cathy W. her role as volunteer coordinator be used in a greater capacity. She suggested that if a group should need volunteers, the details of when, where, how many and for how long be forwarded to her and she will coordinate the volunteers for us.

Unfinished Business

-Flowers were purchased and sent to one of our Kilmer parents.

-Kilmer Wear is being lead by Jasmine P. and she will be offering 3 colors this year which will be red, blue and grey. Jasmine will also be working with Kilmer staff to implement spirit wear days throughout the year for the Kilmer students.

-Wing has agreed to do his best to have the newsletter ready for circulation the Friday following our Monday night KPAC meeting.

New Business

Action:Livian S. made a proposal for that there be an opportunity, for the parents of Kilmer children, to advertise in the KPAC monthly newsletter for a nominal fee. It was decided that the first step would be to find a parent volunteer to head up the project. Cathy W. will send a request to her volunteer list with a description of the duties that would be involved. Wing Y. will also put a message in the KPAC newsletter with the information.

Action:Nadine K. proposed the idea of starting a LEGO club twice monthly at lunch hour. She suggested that approximately \$150 would be a sufficient amount to get it up and running. It was decided that before purchasing used lego we send a memo in the KPAC newsletter requesting donations from the families a Kilmer. Mr. Collins has offered to contact the middle schools in the area and have a message sent out requesting donations of lego they no longer use.

Meeting Adjourned @ 9:21pm

Next KPAC meeting on Monday, November 7 at 7:00pm in the Kilmer Library
Child minding provided.