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

**Monday, November 5, 2018, at 7 p.m. in the Library**

**Attended by:**

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| Leanne Cahan (Co-President) | Juliana Fullerton | Fatima Kassamali |
| Phyllis Chong (Vice President) | Christie Beerens | Marvin Klassen (Co-President) |
| Carlie Jamieson (Treasurer) | Karen Homes (Secretary) | Jeremy Bauman (DPAC Rep) |
| Andrew Corbould (Principal) | Paul Fairhall | Derek Howell |
| Sunny Lemen | Janine Akselin |  |

**Called to Order:** 7:02p.m

**General Business:**

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

Approval of Minutes (October 1, 2018): Juliana/Fatima **Motion Carried**

**Executive Reports:**

Co- President: Leanne Cahan

* Parent donations to KPAC were approximately $1,000. Funds will go towards PAC initiatives.
* Parent education talk by the BC Teachers’ Federation is scheduled for January 22. Survey Monkey will be used to gauge interest in the shortlisted topics and one topic will be chosen.

Treasurer: Carlie Jamieson

* The outstanding reports overdue to the Ministry (related to three years of Gaming Grants) have been submitted and we are now waiting for feedback on those reports and a decision on this school year’s application for gaming funds.
* The main chequing account balance is approximately $36,000 – recent transactions are included in the attached QuickReport.
* Next task is for the Treasurer to gain access to the back-end of the MunchaLunch system in order to run reports.

DPAC rep: Jeremy Bauman

* PAC 101 session was held; topics included Constitution and Bylaws, Treasurer tasks, meetings and minutes.
  + Key take-away from session: ensure Gaming Grant applications are completed before the end of the school year (and before there is turnover of PAC members for the next school year).
* There are changes at DPAC, some representatives have moved on and/or been elected as School Trustee.

**Committee Reports:**

Fundraising: Juliana Fullerton

* Fundraising profits: Neufeld Farms raised $903; Halloween Dance raised $1,977 (302 people attended).
* Upcoming fundraisers: Purdys Chocolates. Leftover Smencils (from the Halloween Dance) will be sold later in the year.
* Staff/teacher feedback on *Created by Kids* fundraiser: took longer than expected (in-class time) for students to complete their creations.

Canadian Parents for French (CPF): Christie

* Meeting was cancelled.

**Administrative Report:**

**Old Business:**

* The Terry Fox fundraiser raised $5,200.
* Photo retakes will be sent home very soon.
* Candy collection for seniors has begun; parent volunteers are welcome to help sort the candy.
* December 17 is the Christmas Skate and Pa-Moja auction.
* Pa-Moja initiative – an update will be sent out soon.
* Request from neighbouring schools’ PACs to borrow PAC-owned equipment (popcorn machine, pancake grill) has been approved. Andrew will coordinate the lending/returning.
* Report card template:
  + Feedback was provided to the Ministry of Education last year by teachers, administrators and parents.
  + The changes to the template now include a proficiency scale among other elements:
    - Emerging
    - Extending
    - Developing
    - Proficient
* Foundation Skills Assessment (grade 4s): 21 students are participating (out of 52 eligible students).

**New Business:**

* Discussion of future spending and Staff Wish List items:
  + Repainting of outdoor games: some must be done by School District employees, others can be done separately.
  + Question posed: Is there a balance of PAC spending on a variety of items/programs? E.g. arts, sport, technology, etc. The response was: generally, yes.
* Young Actors Program (drama workshops for all classes):
  + Karen moved that KPAC allot up to $3,600 to pay for the Young Actors Program this school year.

Seconded by Carlie **MOTION PASSED**

There was a request to add the Young Actors Program to the annual KPAC budget. This was tabled for discussion at the budget meeting in the spring.

* Sound amplification system for classroom use:
  + Question posed: Is this something the school/school board should be paying for?
  + Juliana moved that KPAC spend up to $2,500 (profits from Neufeld Farms and Halloween Dance) on two sound amplification systems to be used in classrooms, with the expectation that the school will purchase an additional one this year (for a total of three).

Seconded by Carlie **MOTION PASSED**

**Adjournment:** 8:30 p.m.

**Next Meeting:** Monday, December 3, 2018 at 7pm in the Kilmer library. There will be a social as well, feel free to bring a snack to share.