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

**Monday, May 11, 2020, Zoom**

**Attended by:**

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| Amber Davis (President)  Marvin Klassen (Vice President)  Lynn Bradshaw (Co-Treasurer)  Krista Ramirez (Co-Treasurer) | Kim Downey (Secretary)  Jeremy Bauman (DPAC Rep)  Todd Murie (Fundraising)  Ali Afzali  Alex Marin | Nipa Bhalla  Laurie Birnie (Principal) |

**Called to Order:** (Amber)

Approval of Agenda: Kim/Ali – **Motion Carried**

Approval of Minutes: Nipa/Amber – **Motion Carried**

**Executive Reports**

Treasurers’ Report: Krista Ramirez and Lynn Bradshaw

* Current account balance is $28 142.76 (main chequing)
* Our gaming account balance is $1950.31
* Gaming account money can be carried over for three years; although there may be different rules this year because of COVID-19
* Future funds could be affected by casino closures
* Lynn will send out profit/loss report tomorrow

President: Amber Davies

Grade 5s:

* Discussion about spending money allotted for the grade 5 field trip on gift cards for the grade 5s: Can money allotted for field trip be used to buy each grade 5 student a gift card (Chapters, $40/kid). We can hold off until we know what’s going to happen as there is a possibility that elementary schools will be back in)
* PAC can throw in $1000 that would have gone towards a field trip, as well as school bus money, for a total of $2000
* Drive-through grad ceremony could be possible (the school cannot approve any other type of gathering)

Carnival, Yearbook

* Discussion about the carnival – let’s schedule for June 2021
* Yearbook – on schedule

Election of New Executive:

* New executive needs to be elected for next year – need an AGM at end of May; budget.
* Callout on Facebook? Anything from provincial about this being extraordinary circumstances and postponing elections until Sept?
* DPAC is encouraging PACs to have their AGMs and elect new executive
* Easier for us to go into Sept. to try to fill one or two positions than to start from square one
* subcommittee holes can be filled in Sept, but main positions should be lined up before then

**Administrative Report: Ms. Laurie Birnie (Principal)**

Elementary Guidelines: Yearend Transition Event:

* No adults to access the building
* Student access for learning purposes only
* No school initiated public gatherings off school grounds: i.e. rec facilities
* Staff in the building – Caretakers, EAs, Secretary and Principal
* The situation is fluid and administration gets new updates every day

Meaningful Work for EAs:

* Food security
* Surveys to parents, deployment of technology for students needing it
* Establishing childcare needs for our families who are First Responders and Essential Services.
* EAs were working with the materials and manipulatives to ensure that all resources had been sorted and cleaned, as well as bagging, labelling and handing out student supplies
* Student resources have been sorted and culled
* Storage rooms were cleared out and cleaned
* Recycling was sorted

Welcoming students into the building, and school goals:

* 12 students have come into the building for specific learning support
* School Goals will be carried over from this year as will the Code of Conduct
* School calendar will be published to Kilmer Community by the end of May

Next Steps in Library to Learning Commons:

* New tables and chairs have arrived
* Decommissioning of the lab

Projects on Hold

* Mural project for cement blocks on playground
* ‘Building peace with play and friendship’ from ***A Life Like Mine***
* Rain Garden Project – Tentative, as we are still exploring the possibility of the project, which is connected to the Stream Keepers in Delta – long running projects with the School District and the City
* Stream of Dreams group already working with students on Bird House projects and planting
* Potential apply for PoCo grant due March 31st

Other

* School Projections were submitted
* School Organization and staff deployment for September is almost complete
* We are currently doing our technology inventory and ordering new equipment and devices to ensure supplies for September.
* The school has been clean and disinfected
* Protocol for conduct while in the building have been publish in signage throughout the building where needed (some areas too narrow for people to pass)
* All clutter has been removed, supplies and equipment has been inspected and stored in organized cupboards

**Meeting adjourned: 7:52pm**

**Next Meeting: Annual General Meeting May 28th, 2020, via Zoom**

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