**KPAC Meeting Agenda**

**Monday, September 28th, 2020 - 7 pm via ZOOM**

**7:00 - 7:30 p.m**

1. Call to Order
2. Introductions
3. Approval of Agenda
4. Approval of June 2020 minutes
5. Executive Reports:

- Acting President - Krista Ramirez

- Treasurer - Lynn Bradshaw

- DPAC Representative - Jeremy Bauman

**7:30 - 7:50 p.m.**

1. Committee confirmations and appointments:

- Fundraising

- Hot Lunch – TBD if needed

- Emergency Prep

- Social Media - Kim Downey (unless someone else would like to do it?)

- Fruit & Veggie – TBD if needed

- CPF

- Popcorn Day – TBD if needed

- Lego Club - TBD if needed

- Garden Club – TBD if needed

- Carnival – when will we decide if we are/are not doing it this year?

- Yearbook – Kim Downey and Lisa Bertsch

**7:50 - 8:20 p.m.**

1. Administration Report - Principal, Laurie Birnie
2. New Business

- Nomination and election of KPAC 2020-2021 President

- Grad wear/Kilmer Wear – Kim Downey and ??

- Guest Speakers to come to the school if possible

Adjournment: **Next meeting Monday, November 2nd 2020 via ZOOM**

**SECTION XII** **CODE OF CONDUCT**

1. The École Kilmer Elementary School Parent Advisory Council is not a forum for the discussion of individual school personnel, students, parents, or other individual members of the school community. Open discussion is encouraged, but orderly conduct and respect for alternate points of view is mandatory for all members.

2. ALL members must fully disclose any personal or family ties to any financial matter under discussion and abstain from any vote pertaining, or must refrain from discussing, influencing, and voting upon any matter before the PAC in which they or their families have a pecuniary (financial) interest and are therefore in a conflict of interest. A concern raised by any member regarding a conflict of interest or a perceived bias of another member(s) shall be referred to a Conflict and Bias Committee for a ruling should the member in question not voluntarily step aside.

3. An Executive member who is approached with a concern relating to an individual is in a privileged position and must treat such discussion with discretion, protecting the confidentiality of the people involved.

4. A parent or guardian who accepts a position as a PAC Executive member:

1. upholds the Constitution and Bylaws, policies, and procedures of the PAC
2. performs duties with honesty and integrity; meets agreed upon deadlines
3. works to ensure that the wellbeing of students is the primary focus of all decisions
4. respects the rights of all individuals
5. takes direction from the members, ensuring that representation processes are in place
6. encourages, supports, and provides information to parents and students with individual concerns on how to advocate on their own behalf
7. works to ensure that issues are resolved through the appropriate process
8. strives to be informed and only passes on information that is reliable and correct
9. respects all confidential information
10. supports public education

5. Breaching the Code of Conduct or Section XI, Part 3 may be cause for removal of an Executive officer. This would be done as a motion to rescind their election and it may be carried out by:

\*a two-thirds vote of the PAC Executive attended by 3/4 of the Executive (excluding the executive member in question). The Executive member in question shall receive 7 days written notice of the motion prior to the meeting.

OR

\*a majority vote of voting members at a duly called general meeting, where the notice of the intent of the motion has been presented in the agenda.