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

**Monday, September 28, 2020 via Zoom**

**Attended by:**

Krista Ramirez – Acting President Leanne Cahan Lisa Bertsch

Jeremy Bauman – DPAC Rep Sherry Poirier Phyllis Chong

Lynn Bradshaw – Treasurer Christie Jones Rachel Klages

Laurie Birnie – Principal Kim Downey – Secretary

Melissa Ballard Shelby Hall Dipti Panchal

Vera Sidorova

Tiffany Douglas

**Called to Order: 7:20pm**

**Introductions**

Acting President Krista Ramirez thanks parents for coming; introductions from remaining Executive

**Approval of Agenda: Lynn/Jeremy**

**Approval of June 2020 Minutes: Jeremy/Kim**

**Executive Reports**

Acting President: Krista Ramirez

-Nothing to report

Treasurer: Lynn Bradshaw

-Balance in general account is $23 100.86

-Gaming - $1160.40 (unused b/c no field trips)

-Profit & loss – no income, total expenses were $4846.53 (gift cards for grade 5s)

DPAC Representative: Jeremy Bauman

-In addition to Treasurer’s report, gaming grant funds are going to be late this year (four weeks behind schedule)

**Committee Confirmations and Appointments**

-Fundraising

* Kim will put a callout on Facebook for official chair; some parents have expressed willingness to help

Hot Lunch

* Lisa unable to do it on her own, but may have some ideas going forward in November if allowed; no need for parent volunteers this year, but committee will need help (ideally new parents who can learn how from Lisa); Laurie, Tania & Lisa will discuss possibilities going forward
* Kim will put a callout on Facebook to take over Hot Lunch (to contact Lisa directly)
* Hot lunch committee can wait until November because we don’t have permission yet to serve food in school yet.
* Lisa will contact MunchaLunch rep regarding payment for registration b/c we use MunchaLunch for fundraising, will hold off to see where things go. Can discuss next meeting

Emergency Prep

* Phyllis updated supplies in emergency bins and red bags and labelled when last updated, bought new supplies and added to it, swapped out foods (e.g granola bars, gummies, cheap sale at Sports Day 2019); water was switched out at Terry Fox Run 2019.
* Food and water supply need to be switched out and batteries tested for flashlights. Water can be swapped on the Terry Fox run on Oct. 8th
* EAs have gone through the safety bags; the District purchased new bags as well as the mini first aid kits
* Krista will check at end of year and help with Terry Fox. Lynn will help.

Social Media

* Kim Downey

Fruit & Veggie

* Sunny Lemen and Dipti Panchal
* First one has been done – it was a trial run with changes that have come up.
* Plan to deliver produce with minimal touch; once the produce arrives, Sunny & Dipti will wash and separate to distribute to classrooms; a teacher wearing gloves will distribute to kids; to minimize time in school, produce delivered towards the end of the day so it can be given to parent if child doesn’t want it; once washed, working on best way to distribute to classroom to keep it covered and without making a mess
* Who does Dipti contact to purchase bags for distribution? PAC will reimburse
* Eight deliveries in total, plus milk. Milk should be distributed before lunch. Sunny & Dipti will do it on Thursday. There is soy milk for kids with allergies; When distributed, one piece per child. It’s okay for the kids to not accept milk; it will be redistributed.

CPF

* CPF is an organization supporting parents of children learning French. Meetings are on Zoom right now
* PAC needs a volunteer to go to meetings and report back.
* The volunteer does not have to speak French
* Kim will put a callout on Facebook

Popcorn Day

* On hold

Lego Club

* On hold
* Plan to make it a STEM club instead. Phyllis will be willing to run one when things start up again.

Garden Club

* On hold

Carnival

* Decision as to whether or not we will have one can wait until January
* We should have a committee in place just in case: Kim and Krista can help, Dipti can help. Kim will put a callout on Facebook. Committee can think of other ideas if we can’t have a traditional carnival
* A reminder that funds raised through Carnival have to have a purpose.

Yearbook

* Kim Downey and Lisa Bertsch; Krista is happy to help.
* Staff is needed to help to take pictures in the classroom.

**Administrative Report: Principal, Laurie Birnie**

* Alana Underwood Fraser had a baby boy, Cameron Earnest Fraser, Sept. 11th/2020. Congratulations, Alana!
* The school has received 30 devices in exchange for older laptops; lab has been decommissioned; learning commons is being built for research, computer, STEM activities, Mr. Van Sickle has four blocks of learning commons; teachers are encouraged to sign up for something they want to explore – he works with teacher to build capacity of the commons.
* BYD pilot at Kilmer – in conversation with District regarding this. Grade 5s can bring their own devices to use every day to help with transition to middle school. Needs to be put in place, but being explored. BYD for January. Goal to have gr. 4s and 5s come with own device. Focus on etiquette and safety; equity needs to be ensured.
* iRide – Bike riding program for grades 3, 4, 5. We can buy in for three years; in the following years, just grade 3s. Laurie will explore and come back with cost.
* Art project – everything still in place; waiting for go-ahead. Funding may be possible in addition to PAC funding
* Frisbee golf – Covid proof; portable goal posts; set of three goals for approx. $600/set. Kids will be encouraged to bring their own Frisbees; Laurie is looking into school buying equipment for younger kids; Lynn may be able to get some Frisbees for a good price.

**Motion to approve expenditure of $1000 for Frisbee golf equipment– Leanne/Lisa/Approved.**

* School photos on Oct. 8th. Permission needed before photographer can take photo.
* Covid-19- new protocols and procedures: It’s been challenging to make things normal. The school is working towards things that families would like to see in place; library opening is now on hold as protocols in place were copied from community and public libraries, but there are different standards for a school. Access to the building is still limited access to building. Laurie says that teachers and students are being wonderful.
* Orange shirt day: Wednesday, Sept. 30th.
* Oct 2nd: Kilmer will be a polling station. Traffic will be busy, so a reminder to be mindful. Voters will be blocked off from student areas, with access to only exits and entrances to gym.
* Question from Vera S.: Willing to help in any way; can offer her design experience
* The possibility of virtual field trips is being explored.

**New Business**

Nomination and election of KPAC 2020-2021 President

* + Election run by Jeremy Bauman: Krista Ramirez is on ballot for PAC chair.
  + Three callouts; Krista is our new President.
  + **Motion to vote for new VP: Krista/Lynn**
  + Three callouts for nominations for Vice President; no nominations.
  + Election for Vice President will be added to future meeting; Kim will put a callout on Facebook to see who is interested.

Grad wear/Kilmer Wear

* Kim Downey and Stacey Neuman
* Kilmer wear will include shorts but no sweatpants this year
* Kim will look into getting masks as well

Grant from WalMart

* T. Douglas would like to apply on Kilmer’s behalf, but they need to know what the money is being used for. Some ideas: iRide; support for BYD initiative; Streamkeepers; rain garden; Fireflyers Society for Breakfast Program (we have a commitment for that, weren’t able to do it last year)

Guest Speakers to come to the school if possible

* Saleema Noon – no in school programs at the moment; all content is through Zoom or online
* Executive will discuss

Fundraising for tents?

* Lynn knows of a company
* Concern for where can tents be dried between uses unless we got one that’s permanent

**Adjournment: 8:59pm**

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