Kilmer Parent Advisory Council (KPAC) Meeting Minutes

February 6, 2023

**Executive Attendees**

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| **Name** | **Position** | **Attended** |
| Lynn Bradshaw | President | X |
| Angela Girard | Co-Vice President | Absent with regards |
| Phyllis Chong | Co-Vice President | X |
| Fatima Benlarhzal | Treasurer | X |
| Todd Gelinas | DPAC Representative | X |
| Rachel Klages | Secretary | X |

**Additional Attendees**

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| Theresa Roberts (Kilmer Principal) | Sheree Palmer |
| Jennifer Pownall | Maddi Hagel |
| Caren Grande | Tracey Deschenes |
| Tiffany Douglas |  |

Monday February 6, 2023 6:37pm

1. Call to Order
2. Approval of Agenda
3. Approval of January 9, 2023 meeting minutes
4. Executive Reports
   1. President: Lynn Bradshaw
   2. Vice-President: Phyllis Chong, Angela Giraud
   3. Treasurer: Fatima Benlarhzal
   4. DPAC: Todd Gelinas
   5. Fundraising: Maddi Hagel
5. Administrative Report Principal Theresa Roberts
6. Old Business
   1. Hot Lunches: February to be hot dog day on the 16 th . Need to organize 1 parent per division to hand out. Tiffany will present future dates.
   2. Volunteer Forms: looking for someone to put these into Excel for ease of contacting volunteers
   3. Gr.5 Committee: still collecting cans at Return-It Express
   4. Environmental Team/Clean-up Team: Sheree to look into organizing team
   5. Fruit & Veggie: Milk supply update
7. New Business
   1. Parents are asking about Carnival- does committee need to be formed prior to next school year.

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|  | Call to order   * 6:37pm – Lyn Bradshaw called the meeting to order |
|  | Approval of agenda   * Phyllis approved agenda * Jennifer seconds agenda |
|  | Approval of January 9, 2023 minutes   * Caren approves * Todd seconds   All in favor |
|  | Executive Reports |
| President | * No new news to report |
| Vice-President | * Phyllis – no updates * Angela – absent |
| DPAC | * Post-secondary presentation available, good to start conversations on what kids are interested to see what’s the best post-secondary school to go to for them. Go to postsecondarybc.ca to see options. |
| Treasurer | * General account $15,163.79 * Gaming account $2,527.13 |
| Fundraising | * Valentine’s Day movie night is this Friday. More tickets available at the door. * Purdy’s ordering will be available for Easter * Domino’s Pizza $680.86 (profit) * Subway $272.63 (profit) * White spot $749 (profit) * Boston Pizza $355.05 (profit) * Taco Del Mar coming for March 3rd * Pizza Day April 17th |
|  | Administration Report – Theresa Roberts   * Program of choice registration is closed. Even registration for both English and French, mostly classes will be K/1 splits due to the registration numbers. * French tutoring by Riverside Secondary students starts Feb 14th at 330pm until 430pm. Free drop in. Childcare provided until 330pm start. * French Scholastic Book Fair – Feb 27 to March 3 – Mr. Van Sickle is looking for volunteers * May Pole – Cecilia Cheung has volunteered to support. Two teachers (Ms. Li and Mme. Huggon) will help support as well. Extra volunteer would be appreciated. * KHL are MWF at lunch, spectators welcome * Grade 5 Basketball Jamboree at Citadel Middle March 2 * Lacrosse coach for gym Feb 22, 23 and 24 * After Spring Break: Como Lake Relays, Kilmer Relays, Track & Field, May Pole * Duffle Bag Theatre (Assembly) – Feb 15 * BC Lions Presentation – Feb 17 * Pink Shirt Day with Division 4 and 5 performance Feb 22 * Ms. Roberts received an estimated cost for water bottle refill station by the gym. Expensive to buy and installation process is complicated. Looking into options, although KPAC is still considering this to benefit the school. |
|  | Old Business   * Hot Lunches: February 16th is community hot dog day – KPAC will cover the cost of a hot dog and chips per kid. Need volunteers to support handing them out. Donation to support the distribution of hot dogs to all kids (veggie dogs will be available) will be accepted and appreciated. * Popcorn days will be monthly going forward. * May and June freezie days will be back. * Pizza day as a future hot lunch option – April 17th. * KPAC will need to purchase more serving utensils for serving food. * Volunteer Forms: looking for someone to put these into Excel for ease of contacting volunteers. Tracey will do this. * Gr.5 Committee: still collecting cans at Return-It Express. No representative at KPAC tonight. * Environmental Team/Clean-up Team: Sheree to look into organizing team. * Fruit & Veggie: Milk supply update – supply chain issue, milk is coming! |
|  | New Business   * Kilmer Carnival end of year fundraiser. Been a few years since it’s run (pre-covid). A committee is usually formed in September to help organize this. Castle Park Elementary is holding theirs this year, if parents want to see an example of what the carnival can look like. This is a big event that could have dunk tanks, pony rides, silent auctions, gift baskets, food and more. Next year would our year for hosting carnival – start thinking of exciting ideas and volunteers to help support. * KPAC is discussing spending options for school improvements to better the school and education experience of the children. Additional/replacement gym equipment is an option as well. Next meeting KPAC would like to hear suggestions for how KPAC can contribute to better the school with their financial reserves. Come or send your ideas so that a decision can be made next months to develop plans. * Playground mural on concrete blocks – must be power washed to remove old mural. This should happen in the summer/dryer months. If the mural is to be replaced, a different prep/base must be used. * [Stream of Dreams](https://www.streamofdreams.org/) – comes on a rotation every few years. Ms. Roberts will look into them coming back to Kilmer, there is a cost per child to participate and have their painted fish hung on the fence. * Staff Appreciation lunch – looking for volunteers for a staff appreciation lunch for all the amazing Kilmer Staff. * Jennifer Pownell has completed her food safe on behalf of the KPAC. |

7:58 pm – meeting adjourned.

Next meeting: Monday March 6, 2023 6:30pm to 8:00pm in the Kilmer Library