Kilmer Parent Advisory Council (KPAC) Meeting Minutes

May 8, 2023 6:30pm – Kilmer Library

**Executive Attendees**

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

**Additional Attendees**

|  |  |
| --- | --- |
| Theresa Roberts (Kilmer Principal) | Sheree Palmer |
| Jennifer Pownall | Tracey Deschenes |
| Tiffany Douglas | Juliana Fullerton |
| Byron Wynne | Sheree Palmer |
| Dayna Smelser |  |

|  |  |
| --- | --- |
|  | Call to order   * 6:31pm – Lyn called the meeting to order |
|  | Approval of agenda   * Rachel approved agenda * Maddi seconds agenda |
|  | Approval of April 4, 2023 minutes   * Lynn motions to approve * Rachel approves * Tracey seconds   All in favor |
|  | Executive Reports |
| President | * Gaming grant was not approved. We must send in the gaming grant this year asap to meet the June 30 deadline. With the changeover of the executives, they’ll have to change the names in the new year once it’s done. Fatima will start putting the application together now. Application will be put towards the Kilmer Carnival next year. Updated bylaws will need to be sent along with the application. # of students at Kilmer submitted is 253. |
| DPAC | * Last meeting focused on the budget changes. * Gaming summary report – 90 days to get this in (e.g. pub night – get books in 90 days after event) * Budget finalized – no teacher layoffs * Principals have no teaching time – focus on administration * Additional support for Indigenous youth * Principal of anti-racism for SD43 – new position to be filled * DPAC getting $5,000 additional money from SD43 to pay for their overhead costs * $10,000 additional funding for music programs in SD43 * Every elementary school to get a student services head * SD43 getting 15 permanent TOC * New grading in the higher grades on report cards, Insufficient Evidence (IE), if the teacher doesn’t have enough to grade the student * Letter grades are provided for grades 10-12 only |
| Treasurer | * General account $16,525 * Gaming account $2,547 * Money via Muncha Lunch can only be determined via Muncha Lunch admin reports. * Sheree and Juliana are going to train on Muncha Lunch to take over this administration next year. * Next month’s KPAC meeting is 2023-2024 budget approval |
|  | Administration Report – Theresa Roberts |
|  | Enrolment and Classes for Next Year   * 12 divisions for next year – 6 each for French and English. Class building until summer, then into September to finalize. * No teacher layoffs next year. Some posting to go up.   Spring Events   * School Assembly - May 10 * Lunch Box Theatre - May 12 * Connecting to Kindergarten - May 17 * Track & Field - May 26 * Parent Appreciate Tea - May 31 * Leaving Ceremonies – June 23 * Year End Assembly – June 28   After School Care   * Parents are looking for after school care, one local daycare provider is retiring making the need greater. Let Ms. Roberts know if you have any recommendations   Emergency Bin   * Irvine is selling theirs, option for school or KPAC to buy it.   KPAC Initiatives   * Ms. Roberts has asked teachers to provide their receipts * Bike rack and water fountain hasn’t been purchased yet |
|  | Old business |
|  | Hot lunches   * Chipotle this Friday. * Last hot lunch on Sports Day – June 16th. Sports day committee to be built for planning for a concession for parents and sibling attending / and doing a hot lunch (maybe hot dogs) for the kids? Or maybe munch-a-lunch with McDonalds; something separate for the volunteers from Pitt River.   Fundraising   * Popcorn brought in $250 again * Two volunteers need to roll change after cash event. Lots received. * Next popcorn day is May 18 and Freezie Fridays and Ice Cream Sandwich days in June   Teachers’ Appreciation Lunch   * Teacher Appreciation Week is this week! Lunch will be served on Thursday in the courtyard.   Large budget items   * In motion for bike rack, water fountain and stage curtains. Stage curtains must be replaced, significant cost to replace, looking at options to replace the stage curtains. They’re original to the school from 1968. * No definitive quotes yet on these items. |
|  | New business |
|  | Budget   * Budget proposal to be finalized for next year. Old and new executives must be present. * Gaming grant needs to be submitted asap. Deadline is end of June. It is likely we missed receiving the funds this year due to a late application. This is a lot of money to miss out on.   Bike to School Days   * Option to do this as a fundraiser to increase funds for new bike rack for next year   Incoming Kindergarten and Parents   * KPAC to present brief PAC introduction at parent information session.   Bus cost   * Buses have significantly increased this over the last couple years. Do we want to increase budget for this or leave it as is? Should field trips within southside Poco, e.g. Poco Bowl, use public transit? Coast Mountain Bus Company can loan a bus for transport if they have drivers available; not ideal as it’s more difficult to book in advance * Look into whether other parent volunteers in the school could drive for a class that their child isn’t in.   KPAC website   * SharePoint are in desperate need of tidying up however system is quite old. Incoming KPAC secretary should work on this with Kilmer secretary Brittany Leavold.   PAC 2023-2024 executive vote   * Juliana nominates Rachel for President * Rachel nominates Juliana for Vice President * Rachel nominates Byron for Treasurer * Juliana nominates Ted for DPAC * Rachel nominates Tracey for secretary * Unanimous decision to elect these representatives for KPAC 2023-2024 * Next meeting will be the end of year budget meeting, not an KPAC meeting |

7:47 pm – meeting adjourned