

Kilmer Parent Advisory Council General Meeting Minutes

Monday, September 9, 2013 at 7:00 pm in the Library

Meeting attended by: Andrew Corbould (Principal), Paula Fowler (President), Heather Hammersley (acting Treasurer), Lisa Aspinall (Secretary), Shaley Hoogendoorn, Taunya Helme, Debby Moran, Veronica Olsen, Emily Cipparrone, Karen Hertslet, Rayanne Short, Kim Downey, Kathleen James, Sheila Tremblay, Diana Grill, Stacey Lundquister, Moe Pullen, Andrew Matthews

The meeting was called to order at 7:04 pm by Paula Fowler.

General Business

Motion made by Shaley Hoogendoorn that the agenda be adopted for the September 9, 2013 meeting. Seconded by Heather Hammersley. **Motion carried.**

Motion made by Shaley Hoogendoorn that the minutes from June 3, 2013 be approved. Seconded by Taunya Helme. **Motion carried.**

Note: April 2013 minutes have not been created. May 2013 minutes will be approved at the October meeting.

Executive Reports

Chair Report – Paula Fowler

- Paula asked for volunteers to be class reps and explained the role. The following parents volunteered, and Paula will follow up with unassigned divisions.

Div 1: Sheila Tremblay
Div 2:
Div 3:
Div 4: Andrea
Div 5: Shaley Hoogendoorn
Div 6:
Div 7: Stacey Lundquister
Div 8:
Div 9: Emily Cipparrone
Div 10: Ray Short
Div 11: Shaley Hoogendoorn

- Taunya Helme volunteered to review last year's financials at Paula's request.
- Ilam Muralidharan has stepped down as Vice-Chair.
- Election for SPC positions (2) will take place at the next meeting.

Vice Chair Report

- No report

Treasurer Report - Heather Hammersley

- The 2012-13 financial reports were distributed and copies will be posted on the website and parent board.
- Motion made by Shaley Hoogendoorn to accept 2012-13 financials and seconded by Diana Grill – **Motion Carried**
- Motion made by Debby Moran to accept 2013-14 budget and seconded by Taunya Helme – **Motion Carried**
- The "Pre-2011 Surplus" has been renamed to "Contingency Fund"
- Banking Resolutions:

- #1 - Be it resolved that Rose Shaw be removed from the Kilmer Parent Advisory Council bank signing authority for account number 104984 at Vancity Branch number 33. Moved by Sheila Tremblay and seconded by Taynya Helme – **Motion Carried**
- #2 - Be it resolved that any two (2) of the following members of the Kilmer Parent Advisory Council shall be signing authorities on the Kilmer Parent Advisory Council bank account number 104984 at Vancity Branch number 33: President Paula Fowler, Treasurer Heather Hammersley, Member Debby Moran, Member Candice Miller. Moved by Moe Pullen and seconded by Veronica Olsen – **Motion Carried**
- #3 – Be it resolved that Heather Hammersley, Treasurer be authorized to move funds on her single signature, only between sub accounts of the Kilmer Parent Advisory Council bank account number 104984 at Vancity Branch number 33. Moved by Shaley Hoogendoorn and seconded by Veronica Olsen – **Motion Carried**

DPAC Report – Paula Fowler

- No volunteers yet to take this position
- September 25 PAC orientation 7:00 – 9:00 pm
- October 9 parent orientation session – Gallery Room at the Winslow Centre 7:00 – 9:00 pm

Administration report- Mr. Andrew Corbould, Principal

- Showed video re: social emotional learning – educating the heart
- Connections are very important to Mr. Corbould – encourages relationships with English and French students among other relationships
- We have 283 students – more than expected. One division was added in the French program.
- Education assistants – five EAs currently, but one of the positions will probably be lost
- Some new teachers on staff: Mme. Porlier, Mme. Ferdinandi, Ms. Doza, Mme. Johnson
- French book fair will take place on the evening of open house. There may be a BBQ prior to open house, with a possible start of 5:30 pm.
- There may be Kilmer wear on display during the open house.
- Mrs Hardy will return soon, with Mrs Carswell taking over her position until then.
- Counsellor – Ms. McRae will be at the school on Wednesdays and every second Thursdays. She will stay until the end of the year. Mrs. Bartlett will return during the school year and will also work two days a week at the school.
- Terry Fox run and assembly will take place on different days.
- Star Student assemblies will take place on Thursday mornings at 9:15 am.
- Assembly at 9:15 am this Friday where Kindergarten kids will get their stars and red Kilmer t-shirt.
- Dye-Cut machine – Mr. Corbould bought one for the school and will need reimbursement.
- Kids will bring home planners on September 10
- There were problems last year with the online emergency release form. Kilmer will send home a paper copy this year.
- Saleema Noon will be here on October 3 & 4. The parent session will be on October 1, but attendance is optional.
- Technology – 16 iPad 4s are in the school. Some free apps have been loaded and teachers are testing. There will be some pro d for the teachers taking place soon. Cases and dongals for the iPads will be purchased soon.

Committee Reports

Fundraising – Michaela Veljacic and Ali Afzali

- Michaela and Ali will take the lead on many events but are looking for more help

School Planning Council

- No report

Canadian Parents for French (CPF) – Sheila Tremblay

- Welcome packages will come home with Kindergarten kids
- There will be a membership drive until October

South Side Family of Schools Parent Education (SSFSPE) - Shaley Hoogendoorn

- November will be the first meeting. Possible topics include technology and behaviour management. Contact Shaley with suggestions

Garden club – Christine Betts

- More details coming soon. Will probably take place on Tuesdays. Mme. James will be the teacher contact

Hot Lunch – Debby Moran

- Debby will continue to do two at a time on notices – the first two will be Pizza Hut and Subway. Volunteers will be needed – it usually takes about an hour on hot lunch days.
- Livian Smith is helping with shopping.
- Debby requested that performances not be scheduled on hot lunch days as it doesn't allow enough time to prepare prior to lunch.

Newsletter/ Website -

- No one has volunteered to publish the newsletter

Volunteer Committee – Cathy Wills

- No report

Parent Library – Kim Downey

- Kim Downey volunteered to assist with the library

Lego Club – Lori Christie

- No report

Emergency Planning – Candice Miller

- No report

School Planning Council

- May be a meeting at the end of September

Campbell Soup Labels – Moe Pullen

- Looking for a new volunteer
- Labels can be redeemed for items

Popcorn – Moe Pullen

- Takes place once a month on Fridays – popcorn is sold for \$1

Old Business

Sheila Tremblay – elected as Vice-President

Heather Hammersley appointed as Treasurer, as per KPAC Bylaws (see approved change at May 2013 meeting)

No takers for DPAC

Shed – no news

Meeting Adjourned at 8:30 pm.