

Kilmer Parents Advisory Council (KPAC) Minutes

Monday, February 4, 2019, at 7 p.m. in the Library

Attended by:

Leanne Cahan (Co-President)	Marvin Klassen (Co-President)	Nipa Bhalla
Phyllis Chong (Vice President)	Christie Beerens	Julianna Fullerton
Carlie Jamieson (Treasurer)	Karen Homes (Secretary)	Sunny Lemen
Laurie Birnie (Principal)	Jeremy Bauman (DPAC Rep)	Janine Akselin
Kim Downey	Lisa Bertsch	Rachel Klages

Called to Order: 7:03 p.m

General Business:

Approval of Agenda:

Karen/Phyllis **Motion Carried**

Approval of Minutes (December 3, 2018):

deferred to March meeting

Executive Reports:

Co- President: Leanne

- Reactions to “Supporting Your Child’s Learning” parent education talk by the BC Teachers’ Federation:
 - Miscommunication that this would be a presentation, it was more of a workshop for attendees
 - Some opinions: content was “canned material”, old, and sexist.
 - Feedback will be provided to BCTF.

Treasurer: Carlie

- The main chequing account balance is approximately \$36,800 – recent transactions are included in the attached QuickReport.
- Courtyard picnic tables have been paid for out of the Gaming Grant.
- The textiles bin (at the entrance to the teachers’ parking lot) has been removed, as have similar bins across the Lower Mainland, due to safety issues. Therefore, this monthly revenue stream is on hold until further notice. The annual Clothing and Textiles Drive will still take place later in the year and will be promoted accordingly.

DPAC rep: Jeremy

- Presented a gift to Ms. Birnie on behalf of KPAC, to welcome her to Kilmer (*One Too Many*, by Linda Grace Smith).

Marvin provided the DPAC update on Jeremy’s behalf:

- A Coquitlam RCMP officer attended the last DPAC meeting to reiterate that there is a clear School District policy on cannabis use.
- The March 13 DPAC meeting topic at Winslow Centre: Traffic Safety. Coquitlam RCMP and ICBC will present. Advanced registration is required (maximum: 80 people).

- Carol Cahoon is the School Trustee for our school again this year.
- CO (carbon monoxide) detectors are being installed in schools across the district.
- The School Board meeting tomorrow will discuss the salaries of School Trustees. Budget Planning meetings will take place soon – **what is the #1 concern for KPAC?** (in terms of allocation of funds)
- The 50th anniversary of French Immersion education will be celebrated on February 5th at Pitt River Middle School.

Committee Reports:

Fundraising: Juliana

- Fundraising profits: Purdy’s Chocolates: \$1155.
- The Clothing/Textiles Drive will take place April 1st to 11th. With the removal of the textiles bin from school in January (and therefore, the monthly revenue as well), the April clothing drive will be an important opportunity to raise money.
- Questions were asked about holding a Movie Night in April. Julianna to look into and provide an update at a future meeting.

Hot Lunch: Lisa

- Pizza combo lunches will take place in March.
- A question was posed: Have Saputo milk orders been fulfilled on time and correctly recently? (Other Tri-City schools have had problems with Saputo deliveries lately.) Lisa to check with Tania and provide an update.

Social Media: Nipa

- More content is needed! Suggestions or posts can be sent to Nipa directly.
- Canadian Parents for French (CPF): Christie
- The annual CPF Skate and membership drive was a success. It was a free family skate in Port Moody.

Fruit and Veggies: Nipa

- An individual with Food Safe Level 1 certification will need to be found before the next Fruit & Veggie distribution date (Andrew Corbould held this certification and conducted the necessary inspections before).
- The question was asked if a parent holding this certification could volunteer to carry out the necessary task(s) each time. **A volunteer is needed.**
- Another question was posed: Does someone on the Hot Lunch Committee have to be Food Safe Level 1 certified? Nipa will inquire.
- Concerns were voiced about the refrigerator used by KPAC/Hot Lunch – can it be replaced and when? A one-time grant available for this cost - _____ will inquire.

Administrative Report: Laurie

- Thank you for the book! Thank you also for the sincere welcome to Kilmer. The children have been introducing themselves too and this has been one of the top welcoming experiences in eight administration positions in 25 years!

- A staff meeting was held today and **volunteers (Bon Homme and guide) will be needed** for Carnivale on March 15th.
- KHL will go ahead – M. Comartin will draw up the schedule.
- The Jersey order is going in this week! Numbers will be printed on the back; 80 jerseys will be ordered (approx. \$25/unit for a total of \$2,000 – KPAC approval for this cost took place in November 2017)
- Como Lake Relay: April 17, 2019. Other event dates will be sent out by email.

Old Business:

- KPAC Vice President role: a description of the role is required (DPAC has a short description). The role description will need to be finalized before the KPAC elections in May. A vote will be required before amending the Constitution and Bylaws.
- The March KPAC meeting will be a voting meeting.
 - A discussion about library materials spurred further discussion about the evolution of libraries into “Learning Commons” (“maker spaces” to build, sew, learn to code, etc.; conference rooms, themed co-teaching). A more in-depth discussion may take place at the March KPAC meeting.

New Business:

- KPAC elections will take place in May – start thinking about filling roles!
- June meeting will be a budget meeting.
- Sports Day will be June 14th – **a Sports Day Coordinator will be needed** to organize the concession and the silent auction for the Reserved Parking Spot(s).

Adjournment: 8:20 p.m.

Next Meeting: Monday, March 4, 2019 at 7pm in the Kilmer library.

KPAC
Account QuickReport
December 2018



Date	Transaction Type	#	Name	Memo/Description	Account	Clr	Amount	Balance
MAIN CHEQUING ACCOUNT 100064258026 (8026)								
Beginning Balance								
03/12/2018	Deposit		Theatrix 360 & Crochet night \$55	ATM deposit 130 2325 Ottawa StreetPort Co ABM VSCUJ2953	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	415.00	36,715.85
03/12/2018	Deposit		Hot Lunch	Preauthorized credit Munch-2018.12.02	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	29.58	37,130.85
07/12/2018	Cheque Expense	1102	BC Textile innovations Inc._Grad Wear	Cheque cleared Cheque 1102	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	-1,234.00	35,926.43
07/12/2018	Deposit		Clothes Bin	Preauthorized credit TCTR	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	209.85	36,136.28
09/12/2018	Transfer		Interest from our GIC	Credit Arrangement from 10100074529210	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	45.00	36,181.28
10/12/2018	Deposit		Need to Check with Emily	Coin counter TFS18347LKKH	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	623.55	36,804.83
11/12/2018	Cheque Expense	1103	Bus Transport to Britannia Mine	Cheque cleared Cheque 1103	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	-1,417.50	35,387.33
19/12/2018	Cheque Expense	1107	TYGO_McDonalds Hotlunch	Cheque cleared Cheque 1107	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	-598.00	34,789.33
20/12/2018	Deposit		Purdys Christmas Fundraiser	ATM deposit 2850 SHAUGHNESSY ST POC0 BCC ABM AD3018	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	1,155.59	35,944.92
22/12/2018	Cheque Expense	1105	Kilmer_track and field registration	Cheque cleared Cheque 1105	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	-381.00	35,563.92
22/12/2018	Cheque Expense	1110	Tania Gardner_Hotlunch Dec2018	Cheque cleared Cheque 1110	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	-218.38	35,345.54
24/12/2018	Deposit		Clothes Bin	Preauthorized credit TCTR	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	113.23	35,458.77
31/12/2018	Deposit		Interest	Interest credited to account	MAIN CHEQUING ACCOUNT 100064258026 (8026)	C	3.07	35,461.84
Total for MAIN CHEQUING ACCOUNT 100064258026 (8026)								<u>- \$ 1,254.01</u>
TOTAL								- \$ 1,254.01



KPAC
Account QuickReport
January 2019

Date	Transaction Type	#	Name	Memo/Description	Account	Clr	Amount	Balance	
MAIN CHEQUING ACCOUNT 100064258026 (6026)									
	Beginning Balance								
14/01/2019	Deposit		Hot Lunch	Preauthorized credit Munch-2019.01.13	MAIN CHEQUING ACCOUNT 100064258026 (6026)	C	397.06	35,461.84	
15/01/2019	Cheque Expense	1104	Photo_express Created by Kids Fundraiser	Cheque cleared Cheque 1104	MAIN CHEQUING ACCOUNT 100064258026 (6026)	C	-393.15	35,858.90	
17/01/2019	Deposit		Popcorn?	Coin counter TFS19017NPXJG	MAIN CHEQUING ACCOUNT 100064258026 (6026)	C	187.90	35,465.75	
21/01/2019	Deposit		Hot Lunch	Preauthorized credit Munch-2019.01.20	MAIN CHEQUING ACCOUNT 100064258026 (6026)	C	1,432.92	37,086.57	
26/01/2019	Deposit		Hot Lunch	Preauthorized credit Munch-2019.01.27	MAIN CHEQUING ACCOUNT 100064258026 (6026)	C	204.36	37,290.93	
28/01/2019	Cheque Expense	1113	Saputo_milk delivery	Cheque cleared Cheque 1113	MAIN CHEQUING ACCOUNT 100064258026 (6026)	C	-208.51	37,082.42	
29/01/2019	Cheque Expense	1106	Tania Gardner_Hotlunch NOV2018	Cheque cleared Cheque 1106	MAIN CHEQUING ACCOUNT 100064258026 (6026)	C	-246.29	36,836.13	
31/01/2019	Cheque Expense	1112	SD43 Coquitlam_Sanderson Contrete Picnic Tables	Cheque cleared Cheque 1112	MAIN CHEQUING ACCOUNT 100064258026 (6026)	C	-284.39	36,551.74	
31/01/2019	Cheque Expense	1111	Young Actors Project	Cheque cleared Cheque 1111	MAIN CHEQUING ACCOUNT 100064258026 (6026)	C	-3,240.00	33,311.74	
31/01/2019	Deposit		Interest credited to account	Interest credited to account	MAIN CHEQUING ACCOUNT 100064258026 (6026)	C	3.09	36,554.83	
Total for MAIN CHEQUING ACCOUNT 100064258026 (6026)							\$	1,374.29	
TOTAL							\$	1,374.29	