

**Kilmer Parents Advisory Council (KPAC) Minutes**  
**Monday, September 16, 2019, at 7 p.m. in the Library**

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**Attended by:**

|                               |                                 |                          |
|-------------------------------|---------------------------------|--------------------------|
| Krista Ramirez (Co-Treasurer) | Tracey Deschones                | Jeremy Bauman (DPAC rep) |
| Amber Davies (President)      | Hiromi Fukahori                 | Julianna Fullerton       |
| Lynn Bradshaw (Co-Treasurer)  | Caren Grande                    | Stacey Neuman            |
| Jho Aragon                    | Sherry Poirier                  | Karen Howardson          |
| Jack James                    | Talia Didmon                    | Chantelle Coss           |
| Todd Murie                    | Leanne Cahan                    | Lisa Bertsch             |
| Nipa Bhalla                   | Marvin Klassen (Vice President) |                          |
| Rachel Klages                 | Kim Downey (Secretary)          |                          |
| Carlie Jamieson               | Laurie Birnie (Principal)       |                          |

**Called to Order:** 7:03 pm.

**General Business**

Introductions

Approval of Agenda: Leanne/Julianna – **Motion Carried**

Approval of Minutes: Kim/Nipa – **Motion Carried**

**Executive Reports**

Vice President: Marvin Klassen

- Phyllis Chong has had to step down as President of KPAC; KPAC is in need of both a president and a treasurer
- Krista Ramirez and Lynn Bradshaw have been elected as KPAC Co-treasurers; they will share this position and decide together how to divide duties
- Amber Davies has been elected as President

Treasurer: Carlie Jamieson (outgoing)

- Current balance in KPAC VanCity account is \$27 000 plus a \$5000 GIC; gaming grant in the amount of \$7200 has been applied for.

DPAC Rep: Jeremy Bauman

- The first DPAC meeting of the year will be held on Wednesday, October 2, 2019 at the Winslow Centre. Doors open at 6:30 and presentations will begin at 6:45. Registration online at <https://www.eventbrite.ca/e/pac-101-orientation-2019-tickets-52943008965>.
- The meeting will have three separate information sessions: 1) Constitutions and Bylaws (led by Marvin Klassen), 2) how to chair a meeting, and 3) information for PAC treasurers. Anyone who is interested in any of the above is encouraged to attend. Call Jeremy Bauman if you would like a ride!

## **Committee Confirmation and Appointments**

### Fundraising: Todd Murie

- Todd Murie has volunteered to head the fundraising committee.
- Julianna Fullerton will head the Halloween Dance
- Leanne Cahan will head the Purdy's fundraiser

### Hot Lunch: Lisa Bertsch, Emily Cipparone, Tania Gardiner

- The first hot lunch is hot dogs on September 27<sup>th</sup>, 2019. Ordering takes place through Munchalunch.
- The hot lunch committee is in the process of setting up weekly lunches through "The Lunch Lady." This would be in addition to PAC hot lunches; the hope is to raise some extra money for the school and provide the students with healthy, fun lunches. Staff can also order through the Lunch Lady.
- Anyone who is interested in stepping into the hot lunch committee roles over the next couple of years can let Lisa know.

### Emergency Prep: Phyllis Chong

- No report

### Social Media: Nipa Bhalla

- KPAC events will be posted on the KPAC Facebook page
- If you would like to post information about a KPAC event on the Facebook page, please contact Nipa at [nipabhalla@gmail.com](mailto:nipabhalla@gmail.com) with "Kilmer Facebook Post" in the subject line and the details of the event in the body of the message.

### Carnival: Not Yet Filled

### Fruit & Veggie Program: Nipa Bhalla & Sunny Lemen

### Canadian Parents for French (CPF): Not Yet Filled

- The CPF rep attends monthly meetings and reports back to the PAC. CPF meets six or seven times a year.

### Popcorn Day: Emily Cipparone

- The first popcorn day has not yet been scheduled.
- There has been discussion of doing fewer popcorn days and possibly doing a different type of snack on some days.

### Lego Club: Not Yet Filled

- The Lego club is not currently running on rainy days.
- The possibility of changing Lego Club to a monthly after-school event was discussed. A volunteer would be needed to head it. Chantelle Coss expressed some interest. The Executive will explore the idea further.
- The possibility of using the Lego we currently have in the new learning commons was also discussed.

### Garden Club: Not Yet Filled

- A volunteer is needed for the club. Nipa will put out a call on Facebook
- There are gloves and potting soil in the shed.
- The budget for the gardening club is \$85/year. Carlie may be able to donate some bulbs. If anyone has a connection with a gardening store, please let PAC know.
- There is currently an unspecified problem in the courtyard that is being addressed and will be resolved soon.

### Sandwich Boards: Rachel Plages

- The PAC has budgeted \$85 - \$250 for new letters.
- KPAC member Lynn Bradshaw may have a community connection to purchase letters at a good price.
- No quotes will be needed.

### **Administrative Report**

- Our new permanent secretary is Brittany Leavold.
- The District has told the school to send communications through MyEd. Complications can arise when parent/guardian email addresses change. A form will be sent out in the next week or so to ensure that all updated contact information is on file. Daycare providers should also get emails under the corrected system.
- Weekly updates will now be sent out; there will be no email reminders from Ms. Birnie. For information about school events, deadlines, etc., please check the school website.
- Students will be reminded of school events via announcements.
- Leadership forms will be sent home with Gr. 4/5 students by September 24<sup>th</sup>, 2019.
- The wood tiles by the swings were rotting and have been replaced with cement blocks. The District has assured administration that the blocks are safe. The possibility of students painting the blocks with murals has been discussed.
- The "sinkhole" reported to be on the playground is not a sinkhole but in fact the work of a busy gopher. The hole has been filled with gravel and will be monitored.
- The memorial plaque under the tree on the front grounds has been removed, as the family of the memorialized child has moved and asked if they may have the plaque. They have picked it up and it is in their possession. The plaque was removed at the same time as the cement blocks were installed and the removal did not cost anything. The tree will be replaced in the spring.
- The push to have parent forms online is moving forward. The parent portal should come in the next few years.
- The process of transitioning the library to a learning commons is going forward. The library will be culled of outdated and seldom-read books. The learning commons will be a place for co-teaching with Mr. Van Sickle. The learning commons will have a maker space.
- All technology will be moved into the library. The computer lab will be decommissioned and technology will be incorporated into students' daily learning. The current computer lab will be converted into a learning centre.
- The first Coffee with the Principal will be on Friday, September 27<sup>th</sup>. Parents are invited to join Ms. Birnie in room 101 after the bell for coffee and a chat. Any school-related topics on your mind are welcome.
- Room 101 is no longer being used as a classroom. Teachers and PAC can book it for meetings if needed.
- All obsolete electronics and unused furniture have been removed from the school. Any unused textbooks will also go soon.
- Saleema Noon: Parent night is on October 2, 2019. Possible date for classroom sessions is October 10<sup>th</sup>. The Saleema Noon presentation is part of the curriculum; however, parents can opt out **in writing** if they choose
- Feminine hygiene products will be available in the girls' bathrooms soon.

### **Old Business**

#### Auction for KPAC Parking Spots

- Emily and Ally currently have the spots.

#### Kilmerwear: Kim Downey

- Kilmerwear and grad wear orders will be placed through KEV (online) this year.
- Order deadline is October 3<sup>rd</sup>, 2019.
- No sweatpants this year.

- If anyone is interested in learning how to organize Kilmerwear for next year, please let Kim know.

Team Jerseys

- The order for new jerseys should be in by the end of the week.

**New Business**

Motion Respective to Banking:

“I move to remove Leanne Cahan and Carlie Jamieson as signing authorities, and in their place appoint Amber Davies and Kristina Ramirez Martinez as the new signing authorities for the Kilmer PAC account as of today, 16 September 2019.” – moved by Nipa Bhalla

Motion Seconded by Jeremy Bauman

Motion Carried unanimously

Halloween Dance: Julianna Fullerton

- The Halloween Dance is scheduled for Thursday, October 24<sup>th</sup>, 2019. (Friday, October 25<sup>th</sup> is a pro-d day).
- Nipa will post an announcement on Facebook.

**Adjournment: 8:41pm.**

**Next meeting: Monday, October 7<sup>th</sup>, 2019 at 7pm in the library.**

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