

KPAC Meeting Minutes
Tuesday, October 4th, 2021 – 7:30 pm via ZOOM

Attendees: Lynn Bradshaw, Phyllis Chong, Krista Ramirez, Laurie Birnie, Jeremy Bauman, Stacey Neuman, Lindsay Holbrook, Tiffany Douglas, Olga Plyasunova, Artem Pliasonov, Rachel Klages, Caren Grande, Tara McLean, Justin McLean, Chantelle Coss, Nargis Karim, Rosanna Tecson

7:30 - 7:45 p.m.

1. Call to Order
 - 7:36pm
2. Approval of Agenda
 - Correction: Items 7-8, 7:55-8:30pm
 - Motion: Jeremy, second: Olga
3. Approval of June 2021 minutes
 - Motion: Lynn, second: Olga
4. Executive Reports
 - a) President - Krista
 - Last year as president, call for volunteers
 - b) Vice President - Lynn Bradshaw
 - Account balances reviewed
 - 2021-22 Budget reviewed
 - c) DPAC Representative - Jeremy Bauman
 - PAC 101 – Wednesday Oct 6 – Zoom
 - Last year as DPAC Rep

7:45 – 7:55 p.m.

5. Committee volunteers
 - Fundraising Committee – see item 7a

7:55 - 8:30 p.m.

6. Administration Report - Principal, Laurie Birnie
 - New staff update
 - Terry Fox Run – Oct 6 – no volunteers required, water bottles no need to be swapped out as they had been done last year by administration
 - Poco Fire on-site fire drill
 - Classroom based assessments – English classes – school wide literacy
 - FSA – reminder that teacher/BCTF position is not school position
 - Individual photos – Oct 7
 - Front of school and lower gravel field is out of bounds – not popular areas and kids always go to far corners, not enough supervisors
 - Laurie is currently “off” due to injury
 - Masks – updated mandate today – kids, teachers, community did well
 - Lunchbox Theatre – good to go, Phyllis to share details as ready, start date after thanksgiving, performance date end of November
 - HVAC – check/maintenance regular basis, no upgrades had been performed
 - Hot lunch – can run this school year, individual packaged food, delivery via outside doors, gloves for distribution
 - When can we have PAC meetings in school? Laurie would not like to have parents in school, but will check with assistant superintendent Rob

7. New Business

- a) Need to set up a playground committee and hoping for volunteers
 - Cobs Bread hot lunch or snack day – Laurie reminded of following guidelines on healthy eating for foods sold to students for fundraising – guidelines available online - [https://www.sd43.bc.ca/school/kilmer/Parents/PAC/Pages/default.aspx#/=](https://www.sd43.bc.ca/school/kilmer/Parents/PAC/Pages/default.aspx#/)
 - Indigo fundraiser
 - West Coast Seeds – do it again? Or every 2 years?
 - Hanging basket?
 - Purdy's
 - Return-It balance: \$208.75
 - Whatsapp chat group for committee
 - Phyllis shared photos from Aspenwood regarding possible playground layouts and sponsor examples
 - Krista mentioned grants available
 - Neufeld Farms – delivery Nov 10 – parent volunteer needed for pick up - Chantelle
- b) Yearbook committee (from June: Chantelle Coss, Phyllis Chong)
 - Contact: Laurie, may pass to Natalie Malakoff later in the year
- c) Spirit Wear committee (from June: Chantelle Coss, Stacey Neumann, Phyllis Chong)
 - Order form is on School Cash Online
 - Paper forms? Laurie suggests labels to go in agenda instead – Stacey to prepare label text to send to PAC secretary to send to Brittany
- d) Fundraising committee (from June: Tiffany. For playground?)
 - See item 7a
- e) Grade 5 Leaving committee
 - Grade 5 commemorative wear order form to Brittany to put on school cash online
 - Dipti started fundraising efforts – all committees need to be subcommittee of PAC – she had approached Krista – need to take this to the PAC meetings so all parents are aware and can be involved
 - Leaving celebration plans – need to happen on a school day – need to work with teacher liaison
- f) Munchalunch volunteers
 - Admin: Krista
- g) Hot Lunch volunteers (from June: Krista Ramirez)
 - Food delivery volunteer: Rachel, Lynn, Stacey
- h) Parent concerns
 - Bell schedule – can they be adjusted to coordinate with other schools – Laurie: bell schedule voted by teachers, hard to coordinate with other schools – which ones?, and can the system be upgraded to run on time – Laurie: advocate repairs for school
 - How many bathrooms/toilets are open/operational at the school? – all open and all available
 - Cleanliness in bathrooms – busy bathrooms could be messy – all kids are able to use any bathroom
 - Fundraiser – ideas outside of purchase and delivered – depends on who is keen to work on fundraising committee
- i) Treasurer needed
 - Can it be Lynn to be acting-Treasurer until we can find new Treasurer
 - There is deadline for having key PAC members to be an eligible PAC
 - Need to check guidelines from BCPAC

- Motion: Jeremy – allow Lynn to temporarily act as Treasurer until a new Treasurer is found
- Second – Tara
- Vote – 4 in favour, 3 abstain, motion passed

Adjournment: **Next meeting Monday November 1st, 2021 via ZOOM**

- 9:18pm