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**Minutes of the  
Kitsilano Secondary Parent Advisory Council**

AGM KSS Room 201

Tuesday April 24 2018, 7:00 pm

PRESENT:

**PAC EXECUTIVE:**

**Chair:** Norma Biln; **Co Treasurers:** Toan Vo; **Co-Secretary;** Valerie Murray; **Members at Large;** Patricia Thiel (Athletics Liaison), Teri Charuhas and Rebecca Jennings

**ADMINISTRATION:** *Principal* Ranjit Bains; *Teacher* Doug Smith

**GUESTS:** Sam from Student Council

REGRETS: Vice-Chair and Centennial Chair: Buket Donnelly; Co Treasurer: Maki Kristiansen, Co-Secretary: Helen Soulsbury; Members at Large: Shana Cherry, Frances Clark, Karen Shaw, Maria Dabiri, Ebru Montagano; Fundraising Chairs: Roger Kao, Daniela Girard; Website: Daniella Kurland

Members Present: 20 (including Executive)

Meeting called to order at 7:12 pm

**1. Approval of the Agenda**

- a. **MOTION:** Approval of Agenda  
Moved: Rebecca Jennings  
Seconded: Teri Charuhas  
CARRIED by majority

**2. Approval of the February 27 PAC minutes**

- a. **MOTION:** Approval of February 27 Minutes  
Moved: Rebecca Jennings  
Seconded: Valerie Murray  
CARRIED by majority

**3. School Updates**

- a. Student Council – Dana
- i. Student Council will be involved in the Centennial Celebration.
  - ii. Dana also outlined upcoming events such as Mental Health Week and Summer Festival.
  - iii. Election for student council will be happening mid-May.

- b. Teachers Update: Mr. Doug Smith
  - i. Teachers are getting familiar with the new building.
  - ii. There is a meeting happening once a month for students and teachers interested in being part of the “School Parliament”. Interesting topics discussed.
  - iii. Anyone can attend if interested to listen, be heard and exchange ideas.
  
- c. School Update: Ms. Ranjit Bains
  - i. Scheduled date for the re-opening of the sidewalk on W12th Avenue is May 7th.
  - ii. Bike shelter is taking a bit longer than expected. The blue fences will still be on during the Centennial Celebration in May. Someone suggested to decorate them with balloons to make it look better.
  - iii. Basketball hoops will be installed outside. Most likely close to the soccer field.
  - iv. New cedar boxes for the garden project will be coming after the Centennial celebration.
  - v. Revised PAC budget will be presented in May. Teachers and administration consulted.
  - vi. Centennial update – There is an Open House school event on May 11<sup>th</sup> and a welcome back Alumni celebration on May 12<sup>th</sup> (Saturday has an admission fee and registration is required).
  - vii. Centennial is the focus at school these days.
  - viii. Friday, May 11<sup>th</sup> is reserved for current students and their parents from 1pm to 6pm. Free event. The school will also be welcoming the feeder school students to attend Friday celebration.
  - ix. Please note that Friday won’t be a regular instructional day and regular classes are not in session. Staff and student volunteers will be making preparations in the morning and the open house will begin at 1 pm for current students and their families only.
  - x. Saturday, May 12<sup>th</sup> will be our homecoming when we welcome our Alumni and their families from 10am to 4pm. Welcome ceremony in the morning to be followed by an open house (basketball, pictures, vintage items, diaporama, vintage car show, food trucks, music performances, etc). It will wrap up by 4pm to allow for Alumni activities in the evening.
  - xi. Part of Trafalgar will be closed on May 12<sup>th</sup>.
  - xii. [Kits100@vsb.bc.ca](mailto:Kits100@vsb.bc.ca) or [www.kits100.org](http://www.kits100.org) to be consulted to get more details.
  - xiii. Pre-order clothing online or onsite (for the vintage look cardigans).
  - xiv. VPD, security and First Aid hired for the Celebration.
  - xv. Current students will be participating. Volunteers needed.
  - xvi. Friday May 11<sup>th</sup> won’t be a regular structural day. Unless volunteering, students will not attend school in the morning. School will open by 1pm to welcome everyone.
  - xvii. Soccer field scheduled for July.

4. **Treasurer’s Report:** Norma Biln

- a. Beginning balance as of July 1 2017: \$17383.
- b. Parents’ Donations now at \$47,301.
- c. Ending balance as of April 20, 2018: 44, 856.
- d. \$14,3000 committed and not yet spent.
- e. \$25000 new funding available.
- f. Discussion to give more money for field trips.

- g. Ms Bains asked for teachers' input about spending the money available. She will submit her recommendations to the PAC executive for discussion. PAC executive will present their decisions at the next PAC meeting for votes.
- h. Money not spent will roll over to next year.
- i. Ideally the funding for the basketball hoops outside comes from the school funding not PAC money. If PAC needs to contribute, then proposal that we don't wait for after construction to look into it, but rather coordinate in advance and piggy-back off of the construction when cement is poured so that poles and backboards are purchased earlier, and therefore the cement would be poured one time, instead of jackhammering it out and repouring it later, saving the PAC considerable costs.

5. **Donor Wall / Fundraising Update:** Norma Biln on behalf of Roger Kao

- a. Donor Wall will be revealed on May 11<sup>th</sup>.
- b. Next year we are thinking about increasing the limit to \$500 for donation (to be decided next year) as the \$200 column is pretty full.
- c. Names can be removed on the wall as needed (sticker on the back).
- d. \$10K matching donation was exceeded.
- e. Naming Opportunities- still getting information around auditorium seats and other opportunities.
- f. Norma reinforced that the 2017/18 goals are to fundraise to the benefit of our kids, listen to parent ideas, turn idea into action and build the parent community spirit.

6. **PAC initiatives** – Norma Biln, Chair

- a. Centennial Volunteer Activities: Volunteers needed for Decade rooms, Set up (May 10 in the evening), Take Down (May 12 evening), Monitoring (May 12 during the day), Keeping the location around food truck tidy (May 12 during the day), Polishing school artifacts, Pancakes breakfast (May 12 morning) and Silent Auction table supervision (May 12 during the day). Please email Norma is available to help.
- b. Succession Planning Upcoming dates: last year for Norma as our Chair. Start thinking about names. Vote in September. If interested please let Norma know. Last PAC meetings (May 29).

7. **Other Business** – ALL

- a. Tentative Pub Nights (June 14) at Colony Pub starting at 6:30pm.
- b. Lorie Srivastava is running a fundraiser with Dunbar Theatre. She spoke with Ryan Parker. Looking at May 18<sup>th</sup> (PRO-D day) for now. 330 seats in the theatre. It would be an earlier morning representation (9H30am) where the theatre would run a special show for us. Idea to give 10 tickets per student to sell. She will follow up with M. Parker (drama club).
- c. Eva Antoniak (former parent) discussed how to reach local businesses for donation, gift cards, prizes for our Centennial Celebration (Silent Auction). The streets were divided between the parents present to visit kitsilano businesses and ask for donations.
- d. Carnavon Carnival is happening on Friday May 25<sup>th</sup> and in need for volunteers if our Grade 11 and 12 students need volunteer hours.

8. **Adjourn**

- a. **MOTION:** Adjourn the meeting.

Moved: Teri Charuhas

Seconded: Rebecca Jennings

CARRIED by majority

Meeting adjourned at 8:25pm

**Next PAC meeting is Tuesday, May 29 2018 in room 201**

**Minutes Respectfully Submitted by:**

**Valerie Murray - Secretary**