

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

Kitsilano Theatre

Tuesday, October 29, 2019, 6:30 pm

PRESENT:

**PAC EXECUTIVE (2019/2020 school year)**

<b>Chair:</b>	Daniela Girard
<b>Vice-Chair:</b>	Wayde Hayley
<b>Treasurer:</b>	Kim Wilson-McCreath
<b>Assistant Secretary:</b>	Charlotte French
<b>DPAC Representatives:</b>	Alan Patola Moosmann
<b>Past Chair:</b>	Norma Biln
Fundraising Chair	Norma Biln
Art and Drama Liaison	Corrina Hammond

**Members at Large:**

Catering & Refreshments	Christina Morgan & Martina Mitterer
Fundraising Events	Brian Rohl & Aniko Kovacs
Educational/Speaker Events	Lisa Pindera & Cynthia Morin
Athletic Liaison	Lettie Oommen McLean & Tari Charuhan
Grad Liaison	Martina Mitterer

See sign-in sheet for list of general members present

**Regrets:** Jennifer Brandon; **Secretary**

**Guests:** Principal - Ms. Ranjit Bains; Teacher representatives - Carol-Anne McMillan and Petr Pospisil; Grad Council President - Anzara E.; Student Council President - Sydney Mardon

Meeting called to order at 6:40pm.

**1. Approval of the Agenda**

a. **MOTION:** Approval of Agenda  
Moved: Corrina Hammond  
Seconded: Brian Rohl  
CARRIED by majority

**2. Approval of the September 24, 2019 PAC minutes**

a. **MOTION:** Approval of minutes  
Moved: John Chesko  
Seconded: Brian Rohl  
CARRIED by majority

**3. PAC Mission and Welcome Note – Daniela Girard**

Daniela welcomed those in attendance, welcomed new parents, and reviewed the PAC's purpose and goals

#### 4. School Updates

a. **Teacher Update:** Ms. Carol McMillan

- i. **Response** to parent question deferred from the September meeting re BCTF stance on public funding of private schools - BCTF is opposed to this;  
**Union Update:** Distributed BCTF pamphlet requesting parent and public support for improved funding for public education and invited parents who wished to write to their MLAs. Daniela noted that a sample letter has been drafted and is on the PAC website. Ms McMillan advised that BCTF numbers have BC Teachers ranked 12 out of 13 for salary rates for starting teachers and 10 out of 13 for the high end of salary range.
- ii. **Start of year review:** Another great crop of grade 8 students started. A lot of collaborations going on, particularly with the new curriculum. The school is being used as a hub for the community including movie nights. There are two movies with a Halloween theme offered tomorrow. It has been a busy couple of months but the first term is always very busy.
- iii. **New Course Offering:** First Nations English 12 is being offered this year. There is a lot of material to work with in the curriculum and the course is going well.
  1. **PARENT QUESTION:** How are the contract negotiations progressing? Petr Pospisil responded that there is a gag order on the teacher contract negotiations. However, he could advise that there was a mediator appointed and the mediation ended a few days ago. More information will become available soon. There will likely not be a disruption to the schools soon as there doesn't seem to be much appetite for job action.

b. **Principal's Report:** Ms. Ranjit Bains

- i. Ranjit Bains clarified that movie nights are open to the community except for the Grad night which is just for the grade 12 students.
- ii. Ms Bains reviewed that last year was the launch of **We are KITS** (Kind Inclusive Thoughtful Successful) and that this year's focus is success. There will be 3 advisory days this year but there will be less focus on core values as that was covered last year. The Superintendent had a small forum with students in September to discuss success. A similar discussion was held between the school administration and staff. At the October staff meeting the feedback from students was shared with the staff. Now they are talking about how to recognize success, how to celebrate success, and how to meet the students where they are. They are keeping in mind diverse learners. The core values committee has designed some new visuals that are posted around the school.
- iii. **Universal Designs for Learning** – new ways of delivering pedagogy. Supports all students being in a classroom. They are having those students who have adopted some new techniques assist to support others.
- iv. **Testing Course Support Software:** They are testing new software at the school called Syllabi. The aim is to help student develop organizational habits and assist communication. (Mr. Brumwell presenting later in the evening)
- v. **Orange shirt day** was September 30 and was recognized as part of Kits reconciliation process.

- vi. **Community conversations** had the grade 12 students meeting with community partners as part of the Career Life Connections course.
- vii. **Performances & Events:**
  - a. Wildwood is a student made film that was screened last week with about 200 people in attendance.
  - b. Music department had their opening concert earlier this month. It was very well done.
  - c. Remembrance Day assemblies are Nov. 7. Each grade has a separate assembly.
  - d. Spookilano will be on Thursday (Halloween).
- 2. **PARENT QUESTION:** How do we learn about all of these events? Where are they posted or is there a newsletter? **Answer:** Ms Bains is starting to use a twitter account with a focus on celebrating successes (@kitsilanoss). There is a daily bulletin on the website.
- viii. **Numeracy Assessment:** All grade 11 or 12 students who have not yet written the numeracy assessment have been scheduled and registered. They need to check their exam time. They must complete the assessment to graduate. There will not be another offering of the assessment again this school year. **Grade 10s** will be writing both the literacy and numeracy assessment in the new year. There is no literacy exam held at Kits for the grade 12s this year.
  - 1. **Parent Question:** How do I find out my child's score if they wrote last June? **Answer:** Ms Bains will send out information about how those students can get their results.
  - 2. **Parent Question:** How do kids know when it is time to sign up for soccer, or other events? **Answer:** There are announcements made on Mondays and Fridays. There is an athletics bulletin board that has the information about the teams. There is a bulletin that is distributed weekly to teachers for posting in the classrooms.
- ix. **Clubs fare** happened on Oct. 7. There was about 40 clubs and 1200 sign-ups. A display board in the office window lists all the clubs, who is responsible, and when and where they meet. Students can still signup. This information was also in the PAC newsletter.
  - 1. **Parent Comment:** For grade 8s there is a lot that is new and overwhelming so parents are trying to help them get oriented and involved. It would be really helpful if the start dates for the teams and clubs were included on the school website. **Answer:** A lot of the departments have Instagram accounts with the information. Athletics updates and deadlines are all on the Instagram accounts. This is also true for student council and grad council. Daniela added that PAC is working on their website to include the information that parents want/need.
- c. **Grad Council Update:** Anzara E., Grad Council President

- i. **Movie Night** this week to raise money. There are 2 movies – 1 for all grades and 1 just for the grade 12s. Movies are on each week some are being held to raise money for the theatre program (\$5) and others for Grad Council (\$10).
- ii. **Grade 12s:** it is all about university applications right now.
- iii. **Information:** Instagram is being used to provide information.

**Parent Question:** There was a request for a regular email newsletter with information about what is happening at the school. There seems to be a lot of different places to have to go look and a series of links that don't all work. It can be very confusing. Can there be a regular newsletter?

**Answer:** Daniela: on the Kits PAC website there is a link that is streaming the theatre Instagram account. Ms Bains added that the school is trying to improve social media and get information into the school app as well. The school updates the calendar on the school website which updates the first page of scrolling events. The main source of information is the school website and the school app. Twitter is being used for celebrating the good things that are going on.

**Parent Question:** Last year there was an absent note form on the school website. Is that still available? **Answer:** It is still there but a little harder to find (under About Us; Publications).

5. **Treasurer's Report:** Kim Wilson-McCreath

- a. **Direct Drive:** Just under \$22,000 was received so far which is up slightly from last year.
- b. **Gaming Grant:** \$27,500 has been received.
- c. **Teacher Requests:** The total value of teacher requests this year was over \$80,000. A detail review of these will follow.
- d. A detailed review of the operating report was provided.

6. **Fundraising:** Norma Biln

- a. **Fitness Area:** The fitness area needs more equipment and are looking to raise \$30,000. Had hopes for a specific donor to provide funds that could then be matched through gaming funds but was not successful.
- b. Chair-ity campaign is to raise funds through the sponsorship of chairs in the theatre. Gold chairs are \$1,000 and silver \$500. You get your name or organizations name on a plaque on the chair.
- c. **Cobbs Baker:** Sheila Kirkby has arranged with the Cobbs on Broadway and on 4<sup>th</sup> avenue that if you mention that you are with Kitsilano secondary a portion of the purchase amount will go to the school.
- d. **Direct Drive:** Some families have been very generous with their donations to the school and others have reached out to their employer who will provide matching funds. Thank you.

7. **Budget Process:** Daniela Girard

- a. Daniela reviewed the process steps for determining which teacher requests receive funds and how much a funding a request will receive. The steps are:

- i. Receive submissions from Teachers
  - ii. Collate requests into spreadsheet
  - iii. Review with Ms Bains: other budgets for possible funding & scope of use of requested item
  - iv. Compare to previous year requests: Longevity, # of kids impacted; Academics versus other
  - v. Account for new PAC funds collected
  - vi. Allocate what is available
  - vii. Aim to fund requests throughout the year
- b. Summary:
- i. 31 requests from Teachers totalled \$87,910
  - ii. Funds available from: Gaming \$29,250; Admin \$25,370; Restricted from Chair-ty to be held for weight room \$7,631
  - iii. PAC executive reviewed the spreadsheet of all of the requests and prioritized using the established criteria above. Daniela reviewed the full list of requests explaining why each request was funded, was funded in part, or was not funded. Some items will be funded by the school rather than PAC. Based on the PAC Exec prioritization and discussions with Ms Bains we are able to fund 100% of 20 requests totalling \$26,290. The preliminary Allocation from Gaming funds of \$28,560 is: Art \$3700; Athletics \$5,800; Clubs \$17,060; and Dry Grad \$2,000.

**MOTION:** To allocate funds as per the spreadsheet distributed with noted amendments.

Moved: Norma Biln

Seconded: Lisa Pindera

CARRIED by majority

**MOTION:** PAC authorizes the executive to allocate any new funding to teacher submissions that were not fully funded or new submissions based on the criteria previously used.

Moved: Martina Mitterer

Seconded; Lorie Srivistav

CARRIED by majority

## 8. School Update – part 2: Craig Brumwell

### a. Course Software – Syllabi

Syllabi is a new website and soon to be app. This is a venture from a Kitsilano alumni and his father. It is a platform that allows students and parents to see assignments, download handouts, and see a calendar of class activities (exams and due dates). The calendar will update directly to the calendar system you are using on your phone. Look for Syllabi.io and you can create an account; the verification code is Kitsilano secondary 2019. There is a tutorial available on Youtube. Kitsilano and two other high schools are pilot projects and currently testing the software for use. There are also analytics that will be helpful for teachers. Thirty teachers are signed up but so far 12 are using it regularly. There are teachers that are already using their own website or OneNote classroom so they may be less interested in moving to a new format quickly as they are working on different platforms. Mr Brumwell is a skills teacher and this is really helpful for him.

**9. DPAC Update and Nomination:** Alan Patola-Moosman

- a. The biggest item for DPAC was supporting the QE Annex PAC when the VSB was looking at closing the school and move all of the students to Jules Quesnel. The annex would be leased to the French school board. By a vote of 6 to 3 the board decided not to go ahead with the proposal. Primarily because a long-range facilities plan is underway. At that time an overall plan will be submitted to the Ministry for funding and approval for action.
- b. There was a presentation from three students about the student voice initiative. It is a training initiative for students about how to raise issues with school administration to resolve issues.
- c. At their last meeting, the School Board also expanded the resolution to allow excused absences for the climate strike and to allow excused absences for on-going climate strike initiatives for students.
- d. Free workshop for Safer Schools - Parenting in a Digital World. Information is on the Kits PAC website.
- e. There is a presentation on PAC 101 about PAC governance which is on the DPAC website.
- f. There are social media groups for DPAC if anyone wants to follow-up them.
- g. There are DPAC liaison and VSB Trustee Liaison people assigned to the school and we may wish to invite them to a future PAC meeting.

**10. Art & Athletic Liaisons Report:** Corrina Hammond

- a. Corrina reported that she would like to be able to provide information on the PAC website and has been looking into best options. Currently, there are a lot of levels to go through to find information. She would like to find a way to have a calendar on the PAC website. It was noted that no current members of PAC have control of the website and there is a need to sort out ownership and responsibilities. This should help with updating information and formats.

**11. Summary and Closing:** Daniela Girard

- a. **News and Information:** If you want to know what is happening around the school check the school website. If there is something important that everyone needs to know, the school sends out an email. They try to send separate emails by topic so that parents can file the information by topic. The extras are on twitter or Instagram, such as what is happening for the sports teams, celebrating achievements, grad council, etc. There is a daily bulletin for the students that teachers are encouraged to post it in the classrooms.
- b. **Post-Secondary Evenings:**
  - i. Nov. 12 Langara, BCIT, and parent speaker about university and scholarship applications.
  - ii. Nov. 13 VSB Career Programs, VCC, Quest University, and Gap Year planning
- c. **Pub Night:** Start promoting pub night next week. Dates are on the PAC website.

**12. Adjournment MOTION:** Motion to Adjourn

Moved: Corrina Hammond

CARRIED by majority

Meeting adjourned at 9:05pm

**Minutes Respectfully Submitted by:  
Charlotte French – Assistant Secretary**