

**Minutes of the
Kitsilano Secondary Parent Advisory Council (PAC) Meeting
Online with Zoom
Tuesday, October 26, 2021**

Meeting held on Zoom. Zoom room opened at 6:59pm

Meeting opened at 7:05pm with 42 participants (38 parents; 4 guests)

PRESENT:

PAC Executive

Chair: Charlotte French

Vice-Chair: Erin Arnold

Secretary: Sheila Kirkby

Treasurer: Catherine Hicks

DPAC Rep: Ishi Dinim

Members at Large: Norma Biln (Fundraising Chair), Daniela Girard (Past Chair), Corrina Hammond (Arts Liaison/What's Next), Ray Miya (Website Coordinator), Alan Patola Moosmann (Zoom Host/What's Next), Maureen Prentice (Newsletter Editor), Patricia Thiel (Grad Parent Liaison)

Guests: Benita Kwon (Principal), Carol-Anne McMillan (Teacher Rep), Danniell Lin (Counsellor), Marie-Jeanne Desage (Student Council)

1. Welcome from the Chair and overview of procedures for online meeting.
All Executive members introduced themselves.

2. Approval of the Agenda

Charlotte F. provided an overview of the agenda

Motion: to approve the agenda as provided

Moved: Catherine Hicks

Seconded: Corrina Hammond

Carried

3. Approval of Minutes from the Kits PAC Meeting May 25, 2021

Motion: to approve with amendment to clarify

Moved: Catherine Hicks

Seconded: Erin Arnold

Carried

4. Approval of Minutes from Kits PAC AGM and Meeting September 28, 2021

Motion: to approve the minutes as presented

Moved: Erin Arnold

Seconded: Alan Patola Moosmann

Carried

5. School Updates

a. Student Council – Marie-Jeanne Desage

The Clubs Fair took place over four days to allow for physical distancing. “Spookilano” this week will include games on Thursday to guess the number of candies in a jar and guess the weight of a pumpkin. Friday's costume contest in the Atrium will be in a separate area of the school from the Photo Booth to prevent crowding. Costume judges included Mr. Sangster representing teachers, Jupiter representing Student Council, Ms. Pitman representing Counsellors and an administration staff person to be confirmed.

b. Teachers' Update

Carol-Anne McMillan, English Department & Danniell Lin, Counsellor Grade 11 & Grade 8 (Li-R)

Interim Report Cards came out last week. The Numeracy 10 exams are coming up the first week of November. Ms. McMillan appreciates the continuity of seeing students daily for a longer class time with this year's new semester system. FIT (Flexible Instructional Time) is being well used.

Question from Chat: If a student forgets to sign up for FIT online ahead of time what should they do?

Answer: Students are encouraged to sign up for a space even during the FIT period that is taking place at the moment. There is a paper sign-in sheet in every classroom.

Question from Chat: Where does one pick up Kits Clothing that was ordered online?

Answer: Please contact Mr. Findlay at jfindlay@vsb.bc.ca

Mr Lin, as a Counsellor, felt that adjustment to the semester system has been mixed. It does offer breathing room for students who were used to eight classes at a time in the past, but is more for those who got used to two classes at a time last year.

Mr Lin outlined some of the staff providing social and emotional supports to our students and families. Contact emails are available in the staff list at

<https://www.vsb.bc.ca/schools/kitsilano/About-Us/Our-Staff/Pages/default.aspx>

- Amy Xiang, Chinese Settlement Working in School (SWIS)
- Robert “Bobby” Juco, Community School Coordinator, including our feeder elementary schools
- Sandie Rai, Supporting and Connecting Youth (SACY) Engagement & Prevention Worker
- Niamh (pronounced Neeve) Ryan, Safe and Caring School Liaison
- Tony Gladstone, Indigenous Classroom Learning and support to students.

Question: An earlier email said students cannot meet with counsellors. Has that changed now? Are students able to book appointments to meet with counselors if need be?

Answer: Now that all the students are settled, Yes, students can meet with counsellors. It is best to send an email to make arrangements.

Ms. McMillan shared a written update from Mr. Parker of the Drama Department:

- 1) February 2022 is our first live performance for the community! It will be a production of 'Check Please' with a restaurant style layout to have a truly unique experience!
- 2) The week before March break will be our Film Festival showcasing the feature film from 2020 as well as the 6 short films we made last year!
- 3) In May, we'll have the senior production play. Trailer to come soon!

c. Principal's Report:

i. Staff Update

- Toni Gladstone, Indigenous Education Teacher
- Lisa Grossman, Student Support Worker (SSW) – Mainstream
- Zoe Harkness (for Grace Lee), Math
- Christopher Jackson (for Robin Holburn), Physical & Health Education (PHE)
- Jenna Palaganas, SSW – Life Skills

ii. Clubs 2021-22

Student Council organized a clubs week October 12-18. Over forty clubs were showcased. A complete list of clubs and their meeting dates/times are posted on the school website at: <https://www.vsb.bc.ca/schools/kitsilano/Extracurricular/Clubs/Documents/sbfile/211022/Kitsilano%20Clubs%202021-22.pdf>

iii. Reporting Schedule 2021-22

	Semester 1	Semester 2	Linear Course
INTERIM REPORT	October 15	March 11	November 19
MID-SEMESTER REPORT	November 19	April 29	
PARENT/TEACHER CONFERENCES	November 25	May 4	Nov. 25/May 4
FINAL SEMESTER REPORT	February 4	June 29	
MID-YEAR REPORT			February 4
FINAL LINEAR REPORT			June 29

iv. Parent Teacher Conferences

Parent Teacher Conferences will take place on MS Teams on Thursday, November 25 from 3:00 – 7:00 PM. The online booking system will be open to parents starting Friday, November 19.

There will be an early dismissal at 2:00 PM to allow teachers to prepare for conferences. Parents do not need to wait for the Parent Teacher Conferences to reach out to teachers if there are questions. Ms. Kwon acknowledged that video conferences may not work for all families. Other arrangements can be made if needed.

Question from Chat: Student conferences are 7-8 minutes with each teacher?

Answer: Yes.

v. Graduation Assessment Schedule 2021-22

- GNA 10 - Graduation Numeracy Assessment 10
<https://curriculum.gov.bc.ca/provincial/grade-10-numeracy-assessment>
- GLA 10 - Graduation Literacy Assessment 10
<https://curriculum.gov.bc.ca/provincial/grade-10-literacy-assessment>

	GNA 10	GLA 10	GLA 12
Grade 10	November 1–5	April 26–29	
Grade 11	November 1–5*	April 26–29*	
Grade 12	November 1–5*	April 26–29*	January 24–28

*Gr. 11 and 12 students who have not written the exam(s) will need to write to meet graduation requirements.

Question from Chat: My daughter has been a bit nervous about GNA10 because she took Math 9 in the First Quarter last year so it has been a while since she thought about math. She has Math 10 in second term.

Answer: The Numeracy test doesn't "belong" to the Math department, ie. There is no curriculum time designated to preparing for the test. The test includes application questions such as interpreting graphs. There are examples on the ministry website. A "Lunch & Learn" was offered about the test.

vi. DRAFT K-12 Student Reporting Policy

Students and parents/caregivers need to receive regular, clear communication about student learning throughout the school year. To help ensure this information is provided consistently from Kindergarten through to Grade 12. The B.C. The Ministry of Education is replacing three different policies with one, unified K-12 Student Reporting Policy. This new policy is aligned with the curriculum that was introduced beginning in 2016 and will ensure parents receive information about:

- student progress in each subject area the student is currently studying,
- areas of significant student growth and opportunities for further development
- student attendance.

The policy will also give students a voice in their learning by requiring student self-assessment and goal setting to be included in reports home.

In consultation with a diverse range of partners in the education sector, the BC Ministry of Education has developed a proposed draft of the K-12 Student Reporting Policy. The BC Ministry of Education would now like to hear from parents, students and educators to gather feedback and perspectives on this proposed change.

Please review the Draft K-12 Student Reporting Policy and provide your feedback by completing a survey at:

<https://feedback.engage.gov.bc.ca/944758?lang=en>. Survey closes November 5.

Question from Chat: Has there been any talk of doing Math and Physical Education classes as year long courses instead of semester?

Answer: This does happen in some schools in the province. Scheduling and staffing would have to be addressed. Vancouver District is looking to collect information on the semester system. Please watch for a call for feedback.

Question from Chat: Will the Regular Vaccination Plan resume at school?

Answer: Yes

Question from Chat: Do you know if Kits will have a wrestling team this year?

Answer: Mr. Vandamme is the Athletics Director for Kitsilano. If you email him he will likely know about whether Kitsilano is having a wrestling team.

6. Chair's and Treasurer's Report

Charlotte briefly reviewed the Purpose of our PAC, to support, encourage and improve the quality of education and the well being of students at Kitsilano Secondary School. Our goals are to:

- fundraise to benefit our students
- build parent community
- promote cooperation and communication between home and school

Please see full Constitution and Bylaws on our website: kitsilanopac.ca

PAC has three main sources of funding:

1. Gaming Grant from the Province of BC
2. Direct Drive Fundraising through schoolcashionline.com, the same website that is used to pay school fees. There is an option to donate to "S-KitsilanoPAC" which will generate a charitable tax receipt from the Vancouver School Board.
3. Events, including pub nights and sales tables during school events such as the Arts Night. These events have not been taking place in the same way during the Covid restrictions of the past 18 months, although there was a Pub Night from Home in March last school year. These "non-receipted" funds are used to pay for PAC's operating expenses which include website hosting and Constant Contact for the newsletter distribution. Cheques are welcome and possibly direct e-transfers.

The process of Allocating Donations:

- The Treasurer accounts for new PAC funds collected or expected.
- PAC receives requests from Teachers and Clubs which are reviewed with Ms. Kwon, the principal, to ensure the requests cannot be funded from other sources. The PAC Executive also reviews each request prior to the general PAC meeting.
- In typical years the requests would be compared to previous years, but requests were lower or could not be carried out as planned out in the 2019-2020 and 2020-2021 school years. We aim to fund all requests, but hold some money back in case new requests come in.

Priorities,:

- other funding is possible from other sources
- longevity, something that will stay with the school to benefit future years
- academic or other
- number of students supported

Gaming funds have strict guidelines and cannot be used for regular curriculum needs, with the exception of supporting field trips. Approval of funding towards field trips does not eliminate the need for the teacher to request approval for the field trip.

We are not evaluating the specifics of each request (ie the model of film equipment or exact brand of sports uniform). It is the requester's choice, taking into account all purchases are vetted through the internal purchasing processes of the Vancouver School Board.

Summary of Proposed Disbursements.

Draft Budget report for minutes:

- Received: 30 requests from Teachers totalling \$60,301
- Total Funds available, including new funding and carry forward from last year:

1. Gaming \$36,132;
 2. Admin/Donors \$26,078.
- PAC Executive reviewed the spreadsheet of all of the requests and prioritized using the established criteria. The full list of requests was reviewed with explanations of why each request was recommended to be funded, funded in part, or not funded. Some items will be funded by the school rather than PAC and some are not for funding at this time due to school priorities. Based on the PAC Exec prioritization and discussions with Ms Kwon we are able to fund, in whole or part:
 1. 25 requests totalling \$50,076.
 - The preliminary Allocation from Gaming funds of \$33,971 is: Art \$4,930; Athletics \$15,400; Clubs & Speakers \$2,966; Field Trips & Competitions \$4,600; and Dry Grad & Grad Scholarships \$4,500.

Motion: That PAC allocate in the annual budget up to \$2500 to support a parent organized alcohol-free, family inclusive graduation event.

Moved: Alan Patola Moosmann

Seconded: Catherine Hicks

Carried

Member at Large Patricia Thiel invites any Grade 12 parents interested in helping with a Grad Steering Committee to please step forward and contact her via kitspac@hotmail.com

Motion: To allocate funds as per the spreadsheet presented, with the amendment as proposed for Grad Funds.

Moved: Jacqueline Crummey

Seconded: Erin Agersokow

Carried

Motion: PAC authorizes the executive to allocate any new funding to teacher submissions that were not fully funded or to new submissions or to make amendments to approved allocations based on the criteria as outlined and previously used.

Moved: Ishi Dinim

Seconded: Jacqueline Crummey

Carried

Annual PAC Activities (all subject to current health guidelines)

Staff Appreciation Events:

- December Cookie Bash
- Spring Lunch

PAC Community and Awareness

- Pub nights

Holiday Hampers

Ms. McMillan is aware of families in our school who could use support. Vice-Chair Erin Arnold has agreed to help with this project.

9. District Parent Advisory Council (DPAC) Update - Alan Patola Moosmann for Ishi Dinim

Ishi, our new DPAC representative, has not attended a DPAC meeting yet this year. Our last year's rep and member of the DPAC executive, Alan was able to comment on current initiatives including PAC 101 training, and a motion recommending no school closures until the school plan aligns better with city growth plans. They are looking into what is meant by the difference in focus between the "Strategic Plan" of the past with the new "Education Plan".

Vancouver is expecting a new Superintendent, Helen McGregor, in January 2022.

Parents are invited to subscribe to the DPAC newsletter at vancouverdpac.org

Robert Ford, Grade 8 parent, spoke briefly that he was asked by Gordon Lau, the DPAC Chair, to help with a new review of music programs from Kindergarten to Grade 7, and their effects on secondary music programs. Interested parents are invited to get in touch with Robert.

10. Committee and Liaison Reports

a. What's Next Committee Update

What's Next is hosting a virtual evening with the Emily Carr Student Coordinator on Wednesday, November 3, 2021 at 7pm. They will speak to careers in the arts, financial aid options and more. Watch for our invitation!

Student art portfolio reviews (for art school applications) are an option as well.

Question from Chat: Will this presentation be recorded?

Answer: We aren't sure, but last year's presentation is available on our website at <http://kitsilanopac.ca/parents-post-secondary-education/>

b. Fundraising - Norma Biln

Donations so far this Fall have been lower than usual. A follow-up letter was sent to parents last week through the school email and we expect that will encourage more donations.

c. Grad Parents - Patricia Thiel

See note from Patricia in the Chair's and Treasurer's report

d. Arts Liaison - Corrina Hammond

11. Other Business:

Charlotte shared a message from the Parent Grad Committee 2021:

We are so truly grateful for the funds we received from PAC, the generous donations from our Kits parent community in our go-fund-me campaign, our neighbourhood business community, and friends outside of our school.

With these funds, we were able to fully cater a grad picnic, purchase custom printed picnic blankets for each grad, provide red carpets and helium balloons for the commencement ceremony, beautiful flower arrangements, plus a flower photo wall, a "congratulations grads" banner, a professional photographer to capture the moment for each grad with their family, roses for each student, and a Nat's gift card donated from the students favourite pizzeria. A heartfelt thank you to all for helping to lift the spirits of our grads!

As you all know, everything last year was up in the air, and planning ahead was uncharted territory. When the restrictions slightly lifted in June allowing groups of 50, we managed to book 3 neighbouring hotels to also offer a formal gala grad dinner for those grads that wished to pay for this separate event on their own, as there was no further time to fundraise. They experienced a beautiful ballroom setting, floral centerpieces, grad balloons, gift cards at each china and crystal place setting, a full buffet dinner and drinks, music and a photobooth/photo printing service to capture memories from the event.

This year, since the cap on gatherings has lifted, I would HIGHLY suggest to the parents of the class of 2022 to form a grad committee soon, and begin fundraising year round, to help offset costs of any and all grad activities that may be permitted when the time comes. To start things off, we had \$500 left over from our gala dinner, that we'd like to donate towards this endeavour.

*Kindest Regards,
Teri Charuhas
Class of 21 Parent Grad Committee Co-Chair*

12. Motion to Adjourn

Moved: Corrina Hammond

Seconded: Catherine Hicks

Meeting concluded 9:00pm

Minutes respectfully submitted by S. Kirkby, Kits PAC Secretary
Minutes approved at Kitsilano PAC Meeting November 30, 2021.