

**Minutes of the  
Kitsilano Secondary Parent Advisory Council (PAC)  
In the School Theatre  
Tuesday, May 30, 2023**

Meeting called to order at 7:11 pm with 18 participants (15 parents; three guests).

**PRESENT:**

**PAC Executive**

Chair: Charlotte French  
Secretary: Sheila Kirkby  
Treasurer: Tina Pfeifer  
DPAC Rep: Ishi Dinim

**Members at Large:** Corrina Hammond (Arts Liaison/What's Next), Kristen McDougal (Athletics Liaison), Alan Patola Moosmann (Zoom Host/What's Next), Maureen Prentice (Member at Large/Newsletter Editor).

**Guests:** Benita Kwon (Principal), Rachna Rajavel (Student Council Vice-President), Carol-Ann MacMillan (Teacher)

**PAC Executive Regrets:** Ray Miya (Member at Large/Website Coordinator), Philip Coldrey (Athletics Liaison).

*We acknowledge that we live, work, play and learn on the traditional, ancestral, and unceded territory of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and Səlilwətaʔ/Selilwitulh (Tsleil-Waututh) peoples.*

**1. Welcome from the Chair**

**2. Approval of the Agenda**

**MOTION** To approve the Agenda as posted on the PAC website. The Drama Department update will take place when the teachers have a break from filming.

**Moved:** John Chesko

**Seconded:** Corrina Hammond

**APPROVED**

**3. Approval of the Minutes from Kits PAC Meeting Tuesday, April 25, 2023**

**MOTION** To approve the Minutes as posted on the PAC website.

**Moved:** Maureen Prentice

**Seconded:** John Chesko

**APPROVED**

#### **4. School Updates**

##### **a) Student Council Report - Rashna Rajavel**

The first Kits Culture Day was held on Thursday, May 18th. Students and staff were invited to wear traditional clothing. The Rock Paper Scissors tournament on Wednesday, May 24th had 80 participants.

Student Council elections for next year are underway.

Summer-lano will take place June 22 after school with music, games and snacks.

Q - How big is the Student Council?

A - 20 people including Executive and 2-3 representatives for each grade.

For Student Council updates follow them on Instagram @kitsstudentcouncil\_ (note underscore).

The Grad “Gotcha” (Water Tag) game is underway. This is not a school sanctioned event, and does not take place on school property. Grads are reminded to be good neighbours in the community while having fun.

Winter and Spring Formal school dances resumed this year.

For Grad Council updates follow them on Instagram @kitsgrad23

#### **5. Presentation from Drama/Theatre Program - Mr Parker & Sangster**

Arts Night is tomorrow, May 31, 2023: Focus Season Three Season Finale Episode, three junior production short films ‘Folklore’, ‘Stuck’ and ‘The Office’.

Filmed this year: ‘Whitewoods’ filmed for a week at Gambier Island, airing in October. 33 students from grades 9-12 took part, with the grade 9 students shadowing the senior students. ‘The Institution’ filmed over 7 weeks at a closed historic school, airing Halloween.

Live performances this year: ‘Hauntings’ senior play that ran for a week in December, ‘Actually, Love’ junior production series of short plays and films that ran for a week in February.

They also have another short film wrapping this month set to air in the fall based on a Stephen King short story that he granted us the rights to!

The department is working towards being able to film, edit and screen film projects in the same school year. They thank PAC for the financial support this year and in the past.

#### 4. School Updates Continued

##### b) **Teachers' Report - Carol-Ann McMillan**

With the Indigenous course credit requirement for graduation beginning next school year, English Department teachers have been using their Professional Development time all year to increase capacity for the English First Peoples (EFP) 12 course, and to develop an EFP 10 course. EFP 12 had 3-4 blocks of classes even before the graduation requirement.

There is also a Socials Studies course option for Indigenous course credit

Q - MyEducationBC seems to say EFP 10 is only 2 credits, not 4 credits?

A - EFP 10 is 4 credits.

Q - What is on the reading list for EFP courses?

A - Some titles include: Braiding Sweetgrass for Young Adults: Indigenous Wisdom, Scientific Knowledge, and the Teachings of Plants by Robin Wall Kimmerer & Monique Gray Smith; Keeper'n Me by Richard Wagamese; Moon of the Crusted Snow by Waubgeshig Rice; There There by Tommy Orange; #Notyourprincess: Voices of Native American Women by Lisa Charleyboy (Ed).

Q - How do teachers do Professional Development?

A - It is both district directed and self-directed. Collaborative time (the late start/early dismissal days) are also used to work together as a staff.

##### 4c) **Principal's Report - Benita Kwon**

This is a busy time for everyone, between wrapping up this year and planning for next year. There is still a full month to go, so the hot weather was a challenge to keep everyone focussed. Luckily we have teachers who are excited by what they do, which helps keep the students excited.

###### i. School Calendar 2023-24

Kitsilano's school calendar for 2023-24 has been published on the [school website](#).

<https://media.vsb.bc.ca/media/Default/frf/55/Kitsilano%20Secondary%20Calendar%202023-24-1.pdf>

###### ii. School Fees 2023-24

Kitsilano's school fee schedule for 2023-24 has been published on the [school website](#).  
<https://www.vsb.bc.ca/kitsilano/page/2648/fees>

*"The Board of Education Trustees is committed to ensuring that no school-age student will be denied an opportunity to participate in a course, class or program because of an inability to pay fees. Parents and guardians unable to pay some or all of school fee are invited to speak to their child's teacher, school counsellor, and/or the school Principal."*

###### iii. School Schedule 2023-24

- semester
- 8 collaborative days (4 late start; 4 early dismissal)

- Increased to 160 minutes of Flexible Instructional Time (FIT) per week (4 x 40 minutes) from 100 minutes this year (2 x 50 minutes)
  - blocks rotate each week
  - times are more rounded now (ie. on the hour, not at 10:02)

FIT allows students to see teachers to get help, to work on group projects, or take a break. Grade 8 & 9 students need more guidance on how to use this time. It is not a time for wandering around.

Our school is one of the only ones that rotates the classes, ie. swapping first and second classes in the morning and afternoon. This was started so that students who are late in the morning are not late for the same class every day, and students who have to leave school early for sports or other commitments do not miss the same class every day.

	M/Th		T/F		W			Collab. AM		Collab. PM	min.
Period 1	8:40 - 10:00		8:40 - 9:40		8:40 - 10:00			Collab. Time	8:40 - 10:00		
Break	10:00 - 10:10		9:40 - 9:45		10:00 - 10:10			Break	10:00 - 10:05		
FIT			9:45 - 10:25					Period 1	10:05 - 10:45	8:40 - 10:00	80
Break			10:25 - 10:30					Break	10:45 - 10:50	10:00 - 10:10	10
Period 2	10:10 - 11:30		10:30 - 11:30		10:10 - 11:30			Period 2	10:50 - 11:30	10:10 - 11:30	80
Lunch	11:30 - 12:20		11:30 - 12:20		11:30 - 12:20			Lunch	11:30 - 12:20	11:30 - 12:20	50
Period 3	12:20 - 1:20		12:20 - 1:40		12:20 - 1:40			Period 3	12:20 - 1:40	12:20 - 1:00	40
Break	1:20 - 1:25		1:40 - 1:50		1:40 - 1:50			Break	1:40 - 1:50	1:00 - 1:05	5
FIT	1:25 - 2:05							Period 4	1:50 - 3:10	1:05 - 1:45	40
Break	2:05 - 2:10							Break		1:45 - 1:50	5
Period 4	2:10 - 3:10		1:50 - 3:10		1:50 - 3:10			Collab. Time		1:50 - 3:10	80

Q - Could the timetable be listed M/T/W/Th/F instead of M/Th; T/F; W?

A - The students have it figured out.

iv. June Year End

- June 27 Last Day of Regularly Scheduled Classes
- June 28, 29 “I” Days *There are no classes scheduled and students may be at school to see teachers and/or complete work, quiz, test, re-test at a teacher’s request.*
- June 29 Semester 2 Final Reports Published
- June 30 Administrative Day

#### v. Updates on issues discussed this school year

Jr. Boys Basketball February Tournament Disqualification: The School District is investigating so there is still nothing to report. There is no commitment that they will report before the end of the school year. There was a fine and further sanctions for playing an ineligible player (ie. a player who had transferred from another school). Steps in reviewing player eligibility were missed. We want to prevent this from happening in the future.

In the 2021-2022 school year masks were still being worn. There were some growing pains upon the return to school. Vandalism increased last year, especially in the bathrooms, inspired by Tiktok challenges. Vaping in the bathrooms was a problem, making some students not want to use them. Mr. Godfrey, Vice-Principal, confiscated upwards of 20 vapes a week at the worst. The school took an educational approach, that these actions were affecting others. Things have improved this year and the staff are monitoring the bathrooms more frequently.

This year groups of students have been congregating at lunch and afterschool in the parking area behind Amy's Looney Tooney Town on Broadway at Bayswater, and across the street at Dairy Queen. There have been some fights. This is not everyday, but please be aware that Grades 8 & 9 and some 10's have been engaging in this. Parents are encouraged to tell their students to stay away from these situations.

Q - Any thoughts about phones in classrooms?

A - Phone use policies are on a school by school, class by class basis. They are sometimes used as a tool in the classroom. It is an ongoing conversation. Parents are reminded not to call or text your student during school hours.

This year there was a White Hatter presentation about social media safety to the students. There is thought of doing it again next year. See <https://thewhitehatter.ca/> for more information.

Q - What about students wearing earpods?

A - With a range of learners, including students with anxiety, they may be wearing them for white noise to cope with distractions.

Comment from a parent that their student has found it very distracting when other students are playing games or watching movies in class on their devices.

#### 6. **Chair's Update - Charlotte French**

Half of the PAC Executive will be leaving at the end of this year when their children graduate. New volunteers are needed for many roles including Chair and Vice-Chair. Learn more about these roles at

<http://kitsilanopac.ca/volunteering/executive-committee-volunteers/>

Any questions or to express interest in helping, please contact [kitspac@hotmail.com](mailto:kitspac@hotmail.com)

**MOTION** To appoint Philip Coldry as Vice-Chairperson of the Kitsilano Secondary School Parent Advisory Council (PAC) for the remainder of this year.

**Moved:** Tina Pfiefer

**Seconded:** John Chesko

**APPROVED**

**7. Financial Report - Tina Pfiefer, Treasurer**

Tina spoke to the Financial Report Slide (attached, Appendix 1). At this point near the end of the school year we are waiting for teachers to spend and submit receipts for their PAC approved projects.

**8. Committee and Liaison Reports**

a. Shopping that raises funds for PAC - Sheila Kirkby

- Stong's Market Online Grocery Delivery - [stongs.com](http://stongs.com) When you order groceries online with Stong's you can choose to support Kitsilano Secondary and they will donate 4% of your order to us. This raised over \$1000 this year!
- COBS Bakery - Broadway at Macdonald & 4th at Vine. Ask to support Kitsilano Secondary when paying and they will donate 5% of your order to us.
- FlipGive - Kits PAC earns cash back when you buy gift cards to pay for the things you already need at places like Starbucks, Home Hardware, Walmart and many more. We get paid when you shop online, dine out, book hotels or activities. **SIGN UP TODAY** at [flipgive.com](http://flipgive.com) with code RNM6H5.

Please invite your friends and family.

b. Staff Appreciation Lunch - Sheila Kirkby

After three years of restrictions PAC is once again allowed to coordinate a Staff Appreciation Potluck Lunch for all the teachers and staff, to be held Friday, June 23. Watch for an email to sign up to volunteer to help at the school that morning or bring in a contribution towards the meal.

c. Arts Liaison - Corrina Hammond

Save the date for semester two Fine Arts Night on Thursday, June 1st. There will be a PAC information table and lots of fabulous art, music and drama.

d. What's Next Committee - Alan Patola Moosmann

This PAC Committee organizes evening information sessions for parents about post-secondary options to supplement the daytime presentations students can attend at school.

Who's Next? New volunteers are needed to continue the work of this committee because the

current members' children graduate this year. There is a very good contact list and planning information available to handover.

Please contact kitspac@hotmail.com if you would like to volunteer.

e. Grad Parents - Alan Patola Moosmann

The Graduation Ceremony will be held Monday, June 26th at the Queen Elizabeth Theatre in downtown Vancouver. The organizing committee is looking for volunteers: a few grade 11 parents to help with decorating and some students to help with the photo booth stations.

Thank you to everyone who has donated towards snacks for the grads before the ceremony. They have to arrive at 5:00 pm to be ready for the 6:00 pm ceremony which will last three hours. \$2345 was raised and will be spent on refreshments such as granola bars and fruit.

Thank you to the Grade 8-10 parents for their patience during the Grad discussions. Your day will come!

f. Athletics Liaison - Kristen McDougal

The Alumni Basketball Games are Thursday, June 15, 2023 at 5:30 (students v. recent grads) and 7:00 (alumni). Admission \$10/adults, \$5/children. It will be great low-cost entertainment. Everyone is welcome.

For more information about sports schedules see @kitsathletics on Instagram or <http://www.vancouverchoolsports.ca/>

g. Parent Social Events - Kristen McDougal

We hope to squeeze in one more Pub Night at the Painted Ship on West Broadway & Macdonald before the end of the school year. Watch for an announcement and plan to come.

**9. District PAC Update - Ishi D. (Kits DPAC Rep) & Alan P. M. (DPAC Treasurer)**

Nothing to report.

**10. Other Business**

Charlotte expressed sincere thanks to all the PAC volunteers for their hard work and dedication during the school year. Particular recognition was given to the members of the PAC executive who leave PAC at the end of the school year as their children graduate and so will not be at the September AGM: Corrina Beasley-Hammond, Alan Patola Moosmann, and Kristen McDougal

Sheila offered thanks to Charlotte for her leadership and commitment as Chair for the past two years, and Secretary before that, as Charlotte is also leaving at the end of the school year.

**11. Adjournment**

**MOTION to Adjourn at 9:00 pm**

**Moved:** Tina Pfeifer

**Seconded:** Victoria Shroff

**APPROVED**

**Next Meeting: Tuesday, September 26, 2023 - in the school theatre**

*Minutes Respectfully Prepared by S. Kirkby, Kits PAC Secretary*

*Approved September 26, 2023*

Please sign up for the PAC Newsletter: <http://kitsilanopac.ca/subscribe-to-pac-enevs/>

**APPENDIX 1 - Financial Report Slides from Presentation beginning next page**



**APPENDIX 1 - Financial Report Slides from Presentation**

# Treasure's Report – as of May 29, 2023

<b>Kitsilano Secondary School PAC</b>				
<b>For The School Year 2022-2023</b>				
<b>As of May 2023</b>				
	<b>Parent Donations</b>	<b>Gaming Grant</b>	<b>Admin</b>	<b>TOTAL</b>
<b>Opening Cash Balance</b>	20,472.10	5,140.62	1,415.75	25,612.72
<b>Income</b>				
- Parent Donations	17,975.00	-		17,975.00
- Gaming Grant	-	30,920.00		30,920.00
- Rebate with Local Vendors - Stong's		-	1,105.12	-
- Community Events - Pub Nights (Ellis & Glitch)		-	2,208.98	-
<b>Total Annual Budget</b>	<b>38,447.10</b>	<b>36,060.62</b>	<b>4,729.85</b>	<b>79,237.57</b>
<b>School Funding Requests</b>				
- Funding - Academics (Math, Science, Languages, Socials)	4,610.19	8,885.00		13,495.19
- Funding - Applied Skills	1,608.70			1,608.70
- Funding - Arts/ Drama	7,937.60			7,937.60
- Funding - Athletics	11,466.04	7,587.26		19,053.30
- Funding - Clubs	1,001.07	2,588.77		3,589.84
- Funding - Student Services (Indigenous Ed)	4,123.08	1,400.00		5,523.08
- Funding - Grad Events				-
- Expenses - Pub Nights (Ellis & Glitch)			1,686.00	-
- Expenses - School Events/ Speakers			400.00	-
<b>Total Funding Spent to Date</b>	<b>30,746.68</b>	<b>20,461.03</b>	<b>2,086.00</b>	<b>53,293.71</b>
<b>PAC Operations</b>				
- Constant Contact		-		-
- Dues + Memberships - BCC PAC				-
- Banking Fees			100.00	-
- Quickbooks - Cancelled			604.80	-
- PAC Admin Expenses				-
- Teacher Appreciation				-
<b>Total Operations</b>	<b>-</b>	<b>-</b>	<b>704.80</b>	<b>704.80</b>
<b>Current Balances</b>	<b>7,700.42</b>	<b>15,599.59</b>	<b>1,939.05</b>	<b>25,239.06</b>