

**Minutes of the
Kitsilano Secondary Parent Advisory Council (PAC)
in the School Theatre
Tuesday, October 24, 2023**

Meeting called to order at 7:05 pm with 32 participants (27 parents; 5 guests).

PRESENT:

PAC Executive

Vice-Chair: Philip Coldrey
Secretary: Sheila Kirkby
Treasurer: Tina Pfeifer
DPAC Rep: Ishi Dinim

Guests: Carmen Kaufman (Supporting and Connecting Youth [SACY] Parent/Family Worker, Benita Kwon (School Principal), Carol-Anne McMillan (Teacher), Sandi Rai (Kits SACY Worker) Rachna Rajavel (Student Council President),

PAC Executive Regrets: Maureen Campbell, Co-Treasurer; Ray Miya (Member at Large/Website Coordinator); Maureen Prentice (Member at Large/Newsletter Editor); Kim Thé (Member at Large: Arts Liaison); Elena Yelizarov, (Member at Large: Newsletter).

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

1. Welcome from the Vice Chair

Thanks again to the new volunteers who stepped forward at the last meeting to join the executive: Maureen Campbell, Co-Treasurer; Elena Yelizarov, Member at Large: Newsletter; Kim Thé, Member at Large: Arts Liaison.

2. Approval of the Agenda

MOTION To approve the Agenda as presented, with School Updates before the Spotlight Speaker.

Moved: John Chesko

Seconded: Manuel Mendoza

APPROVED

3. Approval of the Minutes from Kits PAC Meeting Tuesday, September 26, 2023

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

Moved: John Chesko

Seconded: Julianna Lee

APPROVED

4. School Updates

4.1 Student Council Update - Rachna Rajavel

The first big event of the year was Clubs Days at lunch on September 27th. Grade 8's attended during second block so it was less crowded. A list of all the clubs, with the location and day they meet is available on the school website at <https://media.vsb.bc.ca/media/Default/frf/55/Kitsilano%20Clubs%202023-24-3.pdf> Clubs have started but it is not too late to join.

Regular Student Council elections take place in June. Grade 8 Representative elections took place at the beginning of October. There were five candidates, with three elected.

Spirit Week took place September 25-29 with a special dress-up theme each day, concluding with Orange Shirt Day on Friday in recognition of National Day for Truth and Reconciliation.

Next big event is "Spookilano" on Halloween, Tuesday, October 31st. There will be a costume contest at lunch, plus candy, a photobooth, and other activities in collaboration with various clubs.

Student Council information is shared through PA announcements, posters in the school, the Student Council channel on Teams, in the Week at a Glance (WAAG) newsletter found at <https://www.vsb.bc.ca/kitsilano/page/2590/newsletters-and-waag> and on Instagram @kitsstudentcouncil_

4.2 Teachers Update - Carol-Anne McMillan

Carol-Anne McMillan showed a few slides of a recent field trip to Camosun Bog where English First Peoples (EFP) 12 students engaged in some land-based learning, making "land art" pieces based on the work of Andy Goldsworthy.

University Applications – LOTS happening with the Counselling Dept to help support our grade 12's with this exciting (but nerve-wracking) enterprise! "I'm supporting this in my class this coming Wednesday to Friday. We'll be working on the all-important "personal bio" (personal narrative essay)."

On Friday, October 27th, during Period 2, there will be an Indigenous dance performance by the Dancers of Damelahamid. Here is a blurb about them: "The Dancers of Damelahamid is an intergenerational Indigenous dance company, with dancers of all ages, from infants to elders. Their performance, *In Abundance*, shares stories, songs, and dances that celebrates the richness of Gitxsan and Cree culture. Gitxsan means 'people of the river of mist'. The dance company is named after a city called Damelahamid, where the Gitxsan nation (in BC) originates from". This was arranged by Ms. O'Donnell, English Department.

Interim Report Cards with comments only (no marks) will be posted on October 13.

Science 8 teachers are planning the very successful Britannia Mine Museum field trip again this year (3rd year). This has been accomplished through the generous support of PAC and funds will be requested again this year.

Kathryn Wheeler, Math Dept, and Club Sponsor of the Girls Fitness Club wants to “celebrate the recent success of the Girls Fitness Club. There are currently 77 students signed up. This is a club for female identifying students to exercise in the weight room after school on Wednesdays. PAC gave money for some new equipment, and it has made the space more inclusive, so a BIG thank you for their funds!”

Ryan Parker, Theatre Dept.: “Kitsilano Theatre Company has their premiere of ‘The Institution’, a thriller film airing in the theatre October 25th-27th at 7:00pm! See <https://www.kitsilanotheatrecompany.com/> for trailer, and other Theatre highlights.

Q - Can teachers ask students to see them during Free Instructional Time (FIT)?
 A - Yes, teachers may suggest to students they come in for extra help during FIT.

4.3 Principal’s Update - Benita Kwon

i. Clubs 2023-24

There are over forty-five clubs running this year. A complete list of clubs and their meeting dates/times are posted on the school website at:
<https://media.vsb.bc.ca/media/Default/frf/55/Kitsilano%20Clubs%202023-24-3.pdf>

ii. Graduation Numeracy Assessment (GNA) 10: October 30 - November 3

Grade 10 students will be writing the [Graduation Numeracy Assessment 10](#) (GNA 10) during the week of October 30 – November 3. For more information see:
<https://curriculum.gov.bc.ca/provincial/grade-10-numeracy-assessment>

iii. Grade 9 Take Our Kids to Work Day

Grade 9 students will have the opportunity to begin to explore their possible career paths and experience and learn about the world of work by spending the day in the workplace of a parent, relative, friend or volunteer on Wednesday, November 1.

iv. Reporting

Ms. Kwon explained the new type of reporting that will be used for report cards. Formerly the focus was on learning objects, now it is on demonstrating skills. Students should have a sense of how they are doing with self reflection as part of the reporting process.

What’s the same	What’s new
Timely and responsive feedback to families throughout the school year	Student reporting practices align with BC’s curriculum and provincial assessment system
Letter grades and percentages at Gr. 10-12	Provincial Proficiency Scale at Gr. K-9
Written descriptive feedback to accompany scale or letter grade and percentage	Student self-assessment of the Core Competencies and goal setting, in all grades
	Graduation status updates at Grades 10-12

Reporting Schedule 2023-24

	Semester 1	Semester 2	Linear Course
INTERIM REPORT	October 13	March 8	November 23
MID-SEMESTER REPORT	November 23	April 26	
PARENT/TEACHER CONFERENCES	November 30	May 2	Nov. 30/May 2
FINAL SEMESTER REPORT	February 9	June 27	
MID-YEAR REPORT			February 9
FINAL LINEAR REPORT			June 27

v. Parent Teacher Conferences

Parent Teacher Conferences will take place on Thursday, November 30 from 3:00 – 7:00 PM. The online booking system will be open to parents starting November 24. There will be an early dismissal at 2:00 PM to allow teachers to prepare for conferences.

Q - Are student self-reflections shared with parents?

A - Yes, though the school is not exactly sure how this will take place since it is new.

Q - Is there going to be a Ski & Snowboard Club this year?

A - To clarify there is both a recreational Ski & Snowboard Club, as well as a competitive Ski Team. Ms. Kwon is meeting with the teacher-sponsor.

5. Spotlight Speaker - Supporting and Connection Youth (SACY) Engagement & Prevention Workers - Carmen Kaufmann & Sandi Rai

Carmen is the SACY Parent/Family Support Worker for nine Vancouver secondary schools, including Kitsilano. Sandi is the SACY worker at Kitsilano. Their presentation outlined their services and supports, summarized below from the Vancouver School Board website:

<https://www.vsb.bc.ca/page/5152/sacy-substance-use-health-promotion-initiative>

What is SACY?

Supporting And Connecting Youth (SACY) - Substance Use Health Promotion Initiative engages Vancouver parents, teachers, students, administrators and the greater community to strengthen school-based alcohol and drug prevention and early-intervention programs and policies.

The goal of SACY is to: *Enhance the prevention and brief intervention infrastructure in VSB schools and surrounding community to prevent substance use, delay substance use and reduce substance use related problems.*

At SACY we believe that young people that feel connected to their schools, who have supportive family, and have adult allies and mentors are stronger, healthier and better able to live up to their full potential.

SACY staff and allies are committed to listening to their experiences and supporting them in the prevention, delay and reduction of substance use.

How do we work?

The SACY team uses a comprehensive approach to deliver coordinated prevention and early intervention strategies that emphasize relationships, connectedness, positive youth development, and social and emotional learning.

SACY utilizes a number of unique activities including “Capacity Cafes” (where youth voices educate adults), community service learning opportunities, parent engagement and specific activities that involve Aboriginal and multi-cultural communities.

SACY has three interrelated activity streams:

Youth Prevention and Engagement,
Parent Engagement,
Curriculum and In-class Instruction

What does SACY work focus on?

- Support parents/caregivers in maintaining strong relationships with their youth.
- Teach parents effective ways of communicating with their children.
- Promote adult listening and adult ally building - important steps that help young people stay healthy and feel positively connected to their schools and communities.

SACY seeks to impact the school environment and thus aims to:

- Support teachers and administrators to utilize evidence-based prevention practices
- Conduct teacher training to implement effective classroom curricula. Strengthen youth’s connection to school, family and community.
- Build resiliency in youth, parents and within the community by focusing on strengths versus deficits.
- Encourage open and honest dialogue on issues related to drugs and alcohol.
- Promote positive youth development - emotional, physical, intellectual and spiritual.
- Create opportunities for youth voices to be heard.

SACY acknowledges that adolescence may be a time of experimentation with substances, including tobacco, alcohol and other drugs, and therefore works to:

- Ensure that prevention efforts are relevant and realistic, helping young people navigate a society where substance use is prevalent.
- Generate opportunities for youth to give back to their communities.
- Address risk factors that exist around substance use and which are related to individuals, families, schools and community.

SACY recognizes the important role of parents, teachers and other adults and therefore seeks to:

- Support parents/caregivers in maintaining strong relationships with their youth.
- Teach parents effective ways of communicating with their children.
- Promote adult listening and adult ally building - important steps that help young people stay healthy and feel positively connected to their schools and communities.

SACY seeks to impact the school environment and thus aims to:

- Support teachers and administrators to utilize evidence-based prevention practices
- Conduct teacher training to implement effective classroom curricula.
- Work with schools to implement an integrated approach to substance use prevention.

SACY is committed to a multi-faceted approach and ongoing monitoring and evaluation.

SACY is a joint initiative of the Vancouver School Board and Vancouver Coastal Health in collaboration with the City of Vancouver, the University of British Columbia, the Canadian Institute for Substance Use Research (CISUR) and the Vancouver Police Department.

Last year SACY gave a presentation at Kits “Building Bridges Part 1: The ABC’s of Parenting Teens.”

Handouts and brochures were available after the presentation.

6. Financial Report - Philip Colrey

The PAC receives money primarily from the Provincial Government Gaming Grants and Direct Drive donations from parents as well as some funds from fundraising activities during the year. The money from the Gaming Grant and direct donations is allocated in accordance with the regulations with the focus being on support to student extra-curricular and academic activities such as: clubs, teams, and enhancements to curriculum through speakers, field trips, and equipment/supplies.

PAC has received requests from teachers totalling \$68,714.43. We have \$53,143.10 to distribute (Gaming funds - \$39,775.18 plus Donations - \$13,367.92). Philip and Sheila met with Ms. Kwon for an initial review of the requests. Example requests include materials and supplies for Arts Nights in January and May, soil and seeds for the Gardening Club, math games, and athletic team uniforms.

Priorities for funding are:

- Academic impact
- Number of students affected
- Longevity
- No other sources of funding

BC Gaming funds may only be used for extracurricular activities and cannot be used to supplement the curriculum. We may use direct donations for the latter.

MOTION The PAC Authorizes the PAC Executive to Allocate PAC Funds Based on the Presented Priorities and BC Gaming Restrictions

Moved: Ann Friedlander

Seconded: Victoria Shuffe

APPROVED

See attached Appendix One for the allocations.

7. Committee and Liaison Reports

7.1 What's Next Committee - Sheila Kirkby

The What's Next Committee coordinates evening parent education sessions about post-secondary options to supplement the daytime programming students attend.

The virtual Education Planner BC session on October 4th had fabulous attendance with 220 participants, with 120 staying until the very end of the 1.5 hour presentation.

Here is a link to the recording of the webinar. The link will expire on December 31, 2023. [EducationPlannerBC and Kitsilano PAC- Parents as Education Career Coaches presentation-20231004_183237-Meeting Recording.mp4](#)

Also of interest, the Parents page: <https://www.educationplannerbc.ca/go/plan/parents> and Resources page: <https://www.educationplannerbc.ca/go/resources> for additional links and the downloadable Pre-Application Checklist.

Watch for information about other upcoming presentations including:

UBC - Tuesday, November 7th, 2023

Options Solutions - Wednesday, February 21, 2024

If there are any schools or programs parents would like to learn more about, please contact kitspac@hotmail.com.

We are looking for a volunteer to organize these sessions.

Please contact kitspac@hotmail.com if you can help.

7.2 Arts Liaison - Kim Thé

Nothing to report at this time.

7.3 Athletics Liaison - vacant

We are looking for a volunteer to update PAC on Athletics.

Please contact kitspac@hotmail.com if you can help.

7.4 Grad Liaison - vacant

We are looking for a volunteer to update PAC on Grad.

Please contact kitspac@hotmail.com if you can help.

8. Other Business

Q. Does the school do any fundraising?

A. Yes.

There is a **Direct Drive** for donations, announced every September and continuing throughout the year. PAC suggests \$50 per student.

Through [SchoolCash Online](#) you will receive a tax receipt immediately when you make a donation of \$20 or more.

1. Go to [SchoolCash Online](#) or find the Donation link on the Kits PAC website.
<https://vsb.schoolcashionline.com/Fee/Details/1869/196/false/true?fundDestination=S-Kitsilano%20PAC>
2. Select the size of your donation.
3. For Fund Destination, select from the drop-down menu: S-Kitsilano PAC
4. Click: Add To Cart
5. On the next screen click Continue, then Select your Payment Method, and Complete Your Order.

There are also **local merchants** who donate to Kits PAC when people shop with them:

- [Stong's Market Online Grocery Delivery - 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 last 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.
- [Jar Bar Refillery Kitsilano](#) - 2169 West 4th at Yew. Ask to support Kitsilano Secondary when paying and they will donate 5% of your purchase.
- [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](#) with code RNM6H5.

Q - Can parents buy Kitsilano Secondary merchandise?

A - YES! Kits Teacher and Parent Jody Findlay invited parents to the School Store in room 135, next to the cafeteria any day on the lunch break from 11:30 am - 12:20 pm. He also opened the Store after our meeting to allow parents to see all the Kits branded products that the school has available for sale. Mr. Findlay teaches the Entrepreneurship and Marketing class that runs the store.

9. Adjournment

MOTION to Adjourn at 8:15 pm

Moved: Jay Hindle

Seconded: James Kang

APPROVED

Next Meeting: Tuesday, November 28, 2023 - Hybrid, online & in school theatre

Minutes Respectfully Prepared by S. Kirkby, Kits PAC Secretary

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

Follow Kits PAC on Instagram @kits_secondary_pac

APPENDIX ONE

Kitsilano PAC Funding Allocations, October 2023

Department, Club, Team	Purpose of Request	Request Amount	Gaming Grant		Parent Donations & Fundraising		Total Allocation
			Budget	% of Request	Budget	% of Request	Budget
ACADEMICS							
Science	Science 8 Field Trip to Britannia Mine Museum	\$9,000.00	\$7,200.00	80%	-	-	\$7,200.00
Science	“Yukon Dan” Gold Panning in the classroom	\$400.00	\$400.00	100%	-	-	\$400.00
Science	Pacific Northwest Plant Cards	\$150.00	-	-	\$150.00	100%	\$150.00
Math	Math contest entry fees & math games	\$2,055.00	\$1,315.00	64%	\$411.00	20%	\$1,726.00
Modern Languages	Field Trip to Maillardville, Books (Spanish & French)	\$4,181.01	\$972.00	80%	\$2372.81	80%	\$3,344.81
English	English First Peoples 10 (7 blocks) & EFP 12 (10 blocks) Guest Speakers	\$2,000.00	\$1,600.00	80%	-	-	\$1,600.00
English	Book encouragement awards for students from grades 8-11	\$600.00	-	-	\$480.00	80%	\$480.00
English	EFP 12 (4 blocks, second semester) field trip	\$1,000.00	\$1,000.00	100%	-	-	\$1,000.00
English	For the creation of a First Peoples Literary presentation for the students of grade 11 and 12.	\$600.00	\$480.00	80%	-	-	\$480.00
English	Writing retreat for Creative Writing class	\$2,100.00	\$1,680.00	80%	-	-	\$1,680.00
ACADEMICS TOTAL		\$22,086.00	\$14,647.00	-	\$3,413.81	-	\$18,060.81

Department, Club, Team	Purpose of Request	Request Amount	Gaming Grant		Parent Donations & Fundraising		Total Allocation
			Budget	% of Request	Budget	% of Request	Budget
APPLIED SKILLS							
Metal Shop/ADST	Curriculum enhancement equipment and materials	\$1,500.00	-	-	\$1,200.00	80%	\$1,200.00
Metal Shop/ADST	Metal supplies	\$1,000.00	-	-	\$800.00	80%	\$800.00
Tech Ed/ ADST/ Woodwork	Tools and equipment for woodturning	\$453.32	-	-	\$453.32	100%	\$453.32
APPLIED SKILLS TOTAL		\$2,953.32	-	-	\$2,453.32	-	\$2,453.32
ARTS							
Art Dept.	Materials & Supplies for two Arts Nights (Semester 1 & 2)	\$1,100.00	\$1,100.00	100%	-	-	\$1,100.00
Drama/Kitsilano Theatre Company	Replacement equipment. Offset costs of filming project where students will be travelling via train and plane.	\$8,293.68	-	-	\$6,634.94	80%	\$6,634.94
ARTS TOTAL		\$9,393.68	\$1,100.00	-	\$6,634.94	-	\$7,734.94

Department, Club, Team	Purpose of Request	Request Amount	Gaming Grant		Parent Donations & Fundraising		Total Allocation
			Budget	% of Request	Budget	% of Request	Budget
ATHLETICS/PE							
Athletics	Athletic equipment, Uniforms (replacing logo), tournament fees, referees, linekeepers	\$13,600.00	\$9,880.00	80%	\$1,000.0	80%	\$10,880.00
Physical and Health Education	Hammer strength leg curl machine; Vertical challenger jump trainer	\$9,073.74	-	-	-	-	unable to fund at this time
ATHLETICS/PE TOTAL		\$22,673.74	\$9,880.00	-	\$1,000.00	-	\$10,880.00

Department, Club, Team	Purpose of Request	Request Amount	Gaming Grant		Parent Donations & Fundraising		Total Allocation
			Budget	% of Request	Budget	% of Request	Budget
CLUBS							
Reach for the Top	Annual Fees; dinner for students at Provincial Tournament	\$594.80	\$475.84	80%	-	-	\$475.84
Fashion Club	Start-up costs for new club t-shirt silkscreening project to raise money for Hogan's Alley	\$620.00	\$310.00	50%	-	-	\$310.00
Chemistry Club	Chemicals and items for experiments	\$1,000.00	\$800.00	80%	-	-	\$800.00
Outdoors Club	Practice ropes and field trip	\$1,000.00	\$800.00	80%	-	-	\$800.00
Robotics & Engineering Clb	Physics Olympics Entry fee and materials	\$200.00	\$200.00	100%	-	-	\$200.00
Dungeons & Dragons Club	Game supplies and locking storage for new club.	\$1,725.00	\$1,035.00	60%	-	-	\$1,035.00
Plastic Model Club	Kits, paint, glue & tools	\$800.00	\$640.00	80%	-	-	\$640.00
Jam Club	Instruments and equipment for new music club	\$1,000.00	\$1,000.00	100%	-	-	\$1,000.00
Medical Sciences Club	Equipment and supplies for practice.	\$975.00	\$780.00	80%	-	-	\$780.00
Gardening Club	Seeds, soil, gloves, equipment.	\$210.00	\$210.00	100%	-	-	\$210.00
Model UN	Refreshments & supplies for 2x day long in-house conferences	\$640.00	\$640.00	100%	-	-	\$640.00
Cdn Computing Contest (CCC) Prep Club	Entry fees	\$150.00	\$150.00	100%	-	-	\$150.00
French Club	Snacks to support new club	\$175.00	\$175.00	100%	-	-	\$175.00
CLUBS TOTAL		\$9,089.80	\$7,215.84				\$7,215.84

STUDENT SERVICES							
Community Schools	Healthy snacks for student body	\$950.00	\$950.00	100%	-	-	\$950.00
Student Services	"White Hatter" Digital Literacy & Internet Safety presentation	\$600.00	\$600.00	100%	-	-	\$600.00
Student Services – Skills Class	Support devices including noise cancelling headphones, wobble stools	\$338.00	-	-	\$338.00	100%	\$338.00
Link Crew	Grade 8 orientation crew shirts and activities	\$1,083.20	-	-	\$866.56	80%	\$866.56
STUDENT SERVICES TOTAL		\$2971.20	\$1,550.00	-	\$1,204.56		\$2,754.56

TOTAL ALL REQUESTS		\$69,167.74	\$34,392.84		\$14,706.63		\$49,099.47
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		Requested Amount	Gaming Grant	Parent Donations & Fundraising	Fundraising Events & Partners	Proposed Total Allocation
TOTAL ALL REQUESTS		\$69,167.74	\$34,392.84	\$14,706.63	-	\$49,099.47
KITS PAC						
PAC Events	2023 Parent Grad Committee	\$2,500.00	\$2,500.00	-	-	\$2,500.00
	PAC Grad Scholarships 2 @ \$1000 each	\$2,000.00	-	\$2,000.00	-	\$2,000.00
	Teacher Appreciation	\$600.00	-	-	\$300.00	\$3,000.00
PAC Operations	Constant Contact	\$500.00	-	-	\$500.00	\$500.00
	Banking Fees and Charges	\$100.00	-	-	\$100.00	\$100.00
	PAC Administration Expenses - other	\$500.00	-	-	\$500.00	\$500.00
	BCCPAC Membership	\$75.00	\$75.00	-	-	\$75.00
PAC TOTAL		\$6,275.00	\$2,575.00	\$2,000.00	\$1,400.00	\$5,975.00
TOTAL ANNUAL BUDGET						
		\$75,442.74	\$36,967.84	\$16,706.63	\$1,400.00	\$55,074.47
			Gaming Grant	Parent Donations & Fundraising Initiatives *	Fundraising Events & Partners **	Proposed Total Allocation
Proceeds Received – Current Year			\$31,960.00	\$8,115.00	-	\$40,075.00
Opening Bank Balance			\$7,815.18	\$6,372.92	\$2,294.00	\$16,482.10
Available Funds			\$39,775.18	\$14,487.92	\$2,294.00	\$56,557.10
Surplus/Deficit			2,807.34\$	(\$2,218.71)	\$894.00	\$1,482.63

*receipted donations through School Cash Online

**non-receipted proceeds from pub nights or donations from Stongs, Cobbs, etc.