

Minutes of the  
Kitsilano Secondary Parent Advisory Council (PAC)  
In the School Theatre

Tuesday, September 24, 2024

Meeting called to order at 7:00 pm with 26 participants (22 parents; 4 guests).

PRESENT:

PAC Executive

Chair: Philip Coldrey

Treasurer: Tina Pfeifer

DPAC Rep: Ishi Dinim

Members at Large: Maureen Prentice (Member at Large/Newsletter Editor), Kerry Kenwood (Athletics Liaison), Gaya Murthy (Whats Next Committee), Jessica Qiu (Foreign Students Liaison)

Guests: Benita Kwon (School Principal), AJ X , X McMillan, Sheeran X

PAC Executive Regrets: Maureen Campbell (Social Media Communications), Ray Miya (Member at Large/Website Coordinator)

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

1. Welcome from the Chair

2.

2. Approval of the Agenda

MOTION To approve the Agenda as presented, with the addition of items: Approval of the Agenda and the Election of Executive Officers.

Moved: Maureen Prentice

Seconded: Tina Pfeifer

APPROVED

3. Parent Advisory Council Purpose & Introductions - Philip Coldrey

The purpose of the PAC is to represent parents with the goal of enhancing the education and well being of students in Kitsilano Secondary School.

We enhance the education experience for students by allocating funds to extracurricular activities as well as hosting meetings and webinars to keep parents informed on post-secondary choices and other challenges.

Kits PAC Minutes September 26, 2023 page 1 of 9

PAC Meetings are held on the fourth Tuesday of the month from September through May.

PAC Meeting Dates - 4th Tuesday of the Month

October 29, 2024

November 26

(December - no meeting)

January 28

February 25

(March - no meeting)

April 29

May 27

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

Executive and Members at Large present introduced themselves and their roles. Some of the 2023-24 PAC Executive graduated last year so there are many roles to fill, including Vice Chair and Secretary.

Some volunteer commitments are ongoing (What's Next Post Secondary presentation series, Arts Liaisons). Other tasks are short term, planning special events (December Cookie Bash for Staff, June Staff Appreciation Lunch, PAC Socials).

The "What's Next" Committee organizes evening information sessions for parents about post-secondary options to supplement the daytime presentations students can attend at school. New volunteers are needed to continue the work of this committee.

Please contact [kitspac@hotmail.com](mailto:kitspac@hotmail.com) if you would like to volunteer.

4. Student Council Update: Shireen Davoudi is the Student Council President and will be the student representative at the PAC meetings.

5. School Update: Principal's Report - Benita Kwon

## **ADMINISTRATION REPORT**

Tuesday, September 24, 2024

7:00 PM – Theatre

### 1. Staff 2024-25

#### **New Staff:**

Flor Almanza Quiroz

Felipe Escobar

SSW - Mainstream

Spanish

Chris Jackson	PHE, CLE
Maria Jose Sanchez Garcia	SSW – Life Skills
Greg Mar	Acting Vice Principal
David McDonough	Science
Jennifer Ng-Davis	SBRT, Skills
Ahmed Rahim	Business Education, CLE,
CLC	
Adam Shoenmakers	ELL, English
Clara Sung	SSW – Life Skills
Sophie Duguay	PHE
Laurel Mitchell	SSW - Mainstream

**On Leave:**

Marya Asmani	Science
Scott Lowry	SSW - Mainstream
Scott Redden	PHE

2. School Enrollment and Staffing

School Enrollment (Sept. 23): 1604

3. School Communication

Communication of school information and events contributes to strong partnerships with parents/guardians in the support of their children in school success.

We have a variety of

ways in which school information can be communicated and for families

to keep informed about what is happening in the school.

- Bookmark the school website and check regularly. <http://kitsilano.vsb.bc.ca>
- Follow us on X [@KitsilanoSS](#)
- Read the Kitsilano WAAG posted on the school website.
- Ensure that we have your correct email address. Email us at [kitsswitchboard@vsb.bc.ca](mailto:kitsswitchboard@vsb.bc.ca)

for any updates; be sure to include your child's name and student ID number.

4. School Goals 2024-25

1. To increase belonging and engagement in the school community to improve social and emotional wellness and academic achievement.
2. To continue on our journey of reconciliation by increasing knowledge, acceptance, empathy, awareness and appreciation of Aboriginal histories, traditions, cultures and contributions among all students.

5. School Schedule 2024-25

Semester 1	September 3, 2024 – January 24, 2025
Semester 2	January 29 – June 26, 2025

	M/Th	T/F	W		Collab.	Collab.
<b>Peri</b>	8:40 -	8:40 -	8:40 -		<b>Collab.</b>	8:40 -
<b>Brea</b>	10:00 -	9:40 -	10:00 -		<b>Break</b>	10:00 -
<b>FIT</b>		9:45 -			<b>Period</b>	10:05 - 8:40 -
<b>Brea</b>		10:25 -			<b>Break</b>	10:45 - 10:00 -
<b>Peri</b>	10:10 -	10:30 -	10:10 -		<b>Period</b>	10:50 - 10:10 -
<b>Lun</b>	11:30 -	11:30 -	11:30 -		<b>Lunch</b>	11:30 - 11:30 -
<b>Peri</b>	12:20 -	12:20 -	12:20 -		<b>Period</b>	12:20 - 12:20 -
<b>Brea</b>	1:20 -	1:40 -	1:40 -		<b>Break</b>	1:40 - 1:00 -
<b>FIT</b>	1:25 -				<b>Period</b>	1:50 - 1:05 -
<b>Brea</b>	2:05 -				<b>Break</b>	
<b>Peri</b>	2:10 -	1:50 -	1:50 -		<b>Collab.</b>	1:45 - 1:50 -

6. Reporting Schedule 2024-25

	Semester 1	Semester 2	Linear
--	------------	------------	--------

<b>INTERIM REPORT</b>	October 10	March 8	November 14
<b>MID-SEMESTER</b>	November 14	April 26	
<b>PARENT/TEACHER CONFERENCES</b>	November 21	May 15	Nov. 21/May 15
<b>FINAL SEMESTER</b>	January 30	June 26	
<b>MID-YEAR REPORT</b>			January 30
<b>FINAL LINEAR</b>			June 26

7. Graduation Assessment Schedule 2024-25

- GNA 10 - [Graduation Numeracy Assessment 10](#)
- GLA 10 - [Graduation Literacy Assessment 10](#)
- GLA 12 - [Graduation Literacy Assessment 12](#)

	<b>GNA 10</b>	<b>GLA 10</b>	<b>GLA 12</b>
<b>Grade 10</b>	October 28 – November 5	April 7–11	
<b>Grade 11</b>	October 28 – November 5*	April 7–11*	
<b>Grade 12</b>	October 28 – November 5*	April 7–11*	January 13–24

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

8. School Parking Lot and Street Safety

- school parking lot is for VSB Staff only; parents/guardians are asked to not drive through or use the school parking lot
- adhere to the street and traffic regulations around the school perimeter
- directly in front of the school, there is a no stopping zone on Trafalgar St. and 11<sup>th</sup> Avenue
- use calmer streets such as 10<sup>th</sup> Avenue or Larch Street to drop-off/pick-up your child

- consider drop off/pick up at off peak times – earlier before start of school and later after the end of the school day

## 9. Personal Digital Device Policy

In January 2024, the Province of B.C. mandated all school boards to update their Codes of

Conduct to limit students' use of personal digital devices during school hours. Below in blue is

the policy in our school code of conduct. In September we will work together as a

community be consistent in how we implement and follow the new personal digital device

policy. It is expected that by the end of September, every member of the community will

know what the policy looks like in our community and be able to follow it and demonstrate

that in their decision making and behaviour.

**Personal Digital Device Usage** To foster a safe and focused learning environment for students,

the use of personal digital devices, that distract from learning, such as cell phones, tablets and

electronic devices, are restricted during school hours and on school property. Educators and

school staff will continue to model digital citizenship in the classroom and avoid the use of

personal digital devices for non-instructional purposes.

Personal digital devices must be turned off or placed on silent mode before entering the

classroom and remain silent during the school day. Personal digital devices are not permitted

for use during class time unless an educator has given permission.

The use of personal devices is permitted under the following circumstances:

- For educational purposes, as directed by the educator in the classroom.
- For health and medical purposes as outlined in an Individual Education Plan or Student Safety Plan.
- To support special or diverse educational needs, such as assistive technology related to Individual Education Plans or Student Support Plans.

The expectation is that students will follow the personal digital device policy and school guidelines.

The Vancouver School Board is not responsible for the loss, damage, or disappearance of personal digital devices that students decide to bring to school.

### **How can parents/caregivers help?**

- talk to your child about strategies to manage use of personal devices in general
- talk to your child about the PDD policy; expectations of use in school
- do not call/text your child during class time; if you need to speak to your child, call the school office

6. Teachers Update: Carol-Anne McMillan will continue as the teacher representative.

7. Guest: Teacher A.J. Dowla introduced himself as the new Music Department Head.

8. PAC 2024-2025 Executive Elections

Chair - Philip Coldrey - unopposed

First: Adina

Second: Kerry

PASSED

Treasurer - Tina Pfeifer - unopposed

First: Kerry

Second: Maureen P

PASSED

DPAC Representative - Ishi Dinim - unopposed

First: Joe

Second: Tina

PASSED

Motion to Adjourn, Michelle, Second Ishi, PASSED 8:30pm