

**Minutes of the Kitsilano Secondary Parent Advisory Council (PAC)  
Annual General Meeting  
Kitsilano Secondary School Theatre  
Tuesday, September 23, 2025**

Meeting called to order at 7:05 pm with 11 participants and 3 guests.

**PRESENT:**

PAC Executive:

Tina Pfeifer (Treasurer), Ishi Dinim (DPAC Rep), Maureen Campbell (Social Media), Patricia Ceron (Social & Events)

Members:

Jennifer Sanchez, Susanne Fautmann, Chris Abrams, Gaya Murthy, Kristina Pikksalu, Lobat Sadrehashemi

Guests:

Benita Kwon (School Principal), Carol-Anne McMillan (Teacher Rep), Aidan Chandler (Student Council President)

PAC Executive regrets: Jessica Qui (International Liason), Jana Tesar (IT/website), Monika Marcovivi (Social & Events)

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

**1. Approval of Agenda**

MOTION: to approve the agenda as presented.

Moved: Chris Abrams

Second: Ishi Dinim

**APPROVED**

**2. Welcome and Introduction**

What is the purpose of the PAC?

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 volunteer to 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.

Who's on the PAC?

Tina Pfeifer - Treasurer

Ishi Dinim - DPAC Representative

Kerry Kenwood - Secretary

Jana Tesar - IT

Maureen Campbell - Social Media

Jessica Qiu - International Students Liaison

Monika Marcovivi, Patricia Ceron - Social & Events

Open - Co Chair

Open - Co- Treasurer

Open - Newsletter

Open - What's Next

Openings - Grad Committee

Open - Arts Liaison

Open - Athletics Liaison

Openings - Social & Events

#### How to join?

If you're interested in joining us, come and chat with us after the meeting or email kitspac@hotmail.com to express your interest.

The time commitment is roughly around 3 hours each month (role depending)

PAC Meetings are held the last Tuesday of each month. The next one is on October the 28th, 7-8pm.  
November 25th - January 27th - February 24th - April 28th - May 26th

### **3. School Updates**

Student Council President - Aiden Chandler

Club day tomorrow – Wed Oct 24 – diverse clubs for every interest.

Grade 8 elections, lots of interest, submitting videos shown to gr 8 classes – vote held soon.

Council meets weekly every Tuesday

Developed a student council website – lots of suggestions from council and are presently refining the site – want to promote council and reach a wider range of students

Teacher report – Carol-Anne MacMillan

- 1) Jr. Drama have held auditions and their production will be up and running late October. Senior Production heads off to Ireland in November to film in a castle, a FANTASTIC enhancement to the curriculum that wouldn't be possible without PAC support!
- 2) Our annual Terry Fox Run was another success - with the whole school participating by either walking or running on a lovely September morning. We're hoping this year tops our fundraising from LAST year, which was #2 in the district!
- 3) Collapsing of 6 blocks due to this year's funding shortfall to VSB District due to lower-than-predicted enrolment for the district. This mostly impacted Grade 8 classes, requiring re-scheduling of their classes. The 8s have the most flexible schedules compared to other grade levels, and in my experience "losing" 3 English 8 students and gaining 6 new students hasn't caused any major upset. We rolled with it just fine.
- 4) The discussion about collapsing blocks has me putting on my union hat for a minute. I encourage PAC members to check out the publicly available online facts about VSB District unconscionable (in my opinion) 2024 pay raises to the already highest paid employees at the board. For example, the Superintendent received a \$49,000 pay raise, and the Deputy Superintendent received a \$66,000 raise! This, in a time when the average funding per Grade 8 student for Art is less than a dollar! I encourage PAC members to attend a school board meeting to ask the Superintendent, et al, why they think they have earned such largesse from taxpayers?

#### Principal's Report – Benita Kwon

##### 1) Staff 2025-26

###### **New Staff:**

|                         |                                 |
|-------------------------|---------------------------------|
| Glenda Arroliga Saballo | SSW – Life Skills               |
| Paige Douglas           | Home Economics (for D. Thomson) |
| Magali Duchemin         | SSW – Mainstream                |
| Kirk Gummow             | Counsellor, Grade 9             |
| Sarah Gordon            | Counsellor, Grade 11            |
| Sandra Hermanson        | ELL                             |
| Hayley Jacobs           | Counsellor, Grade 8             |
| Brianne Merner          | Business Education              |
| Aislinn Pham            | Records Clerk                   |
| Alex Ruiz-Ramirez       | Art                             |
| Michael Waterman        | Drama, English                  |

###### **On Leave:**

|                   |            |
|-------------------|------------|
| Jillian Maguire   | English    |
| Stefana Mussenden | FI Science |

##### 2) School Enrollment

|                               |      |
|-------------------------------|------|
| School Enrollment (Sept. 23): | 1574 |
| School Projection (June):     | 1595 |

##### 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 2025-26

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 Indigenous histories, traditions, cultures and contributions.

5) School Schedule 2025-26

|            |                                      |
|------------|--------------------------------------|
| Semester 1 | September 2, 2025 – January 23, 2026 |
| Semester 2 | January 28 – June 25, 2026           |

|          | M/Th          | T/F           | W             |
|----------|---------------|---------------|---------------|
| Period 1 | 8:40 - 10:00  | 8:40 - 9:40   | 8:40 - 10:00  |
| Break    | 10:00 - 10:10 | 9:40 - 9:45   | 10:00 - 10:10 |
| FIT      |               | 9:45 - 10:25  |               |
| Break    |               | 10:25 - 10:30 |               |
| Period 2 | 10:10 - 11:30 | 10:30 - 11:30 | 10:10 - 11:30 |
| Lunch    | 11:30 - 12:20 | 11:30 - 12:20 | 11:30 - 12:20 |
| Period 3 | 12:20 - 1:20  | 12:20 - 1:40  | 12:20 - 1:40  |
| Break    | 1:20 - 1:25   | 1:40 - 1:50   | 1:40 - 1:50   |
| FIT      | 1:25 - 2:05   |               |               |
| Break    | 2:05 - 2:10   |               |               |
| Period 4 | 2:10 - 3:10   | 1:50 - 3:10   | 1:50 - 3:10   |

|              | Collab. AM    | Collab. PM    |
|--------------|---------------|---------------|
| Collab. Time | 8:40 - 10:00  |               |
| Break        | 10:00 - 10:05 |               |
| Period 1     | 10:05 - 10:45 | 8:40 - 10:00  |
| Break        | 10:45 - 10:50 | 10:00 - 10:10 |
| Period 2     | 10:50 - 11:30 | 10:10 - 11:30 |
| Lunch        | 11:30 - 12:20 | 11:30 - 12:20 |
| Period 3     | 12:20 - 1:40  | 12:20 - 1:00  |
| Break        | 1:40 - 1:50   | 1:00 - 1:05   |
| Period 4     | 1:50 - 3:10   | 1:05 - 1:45   |
| Break        |               | 1:45 - 1:50   |
| Collab. Time |               | 1:50 - 3:10   |

6) Reporting Schedule 2025-26

|                            | Semester 1  | Semester 2 | Linear Course |
|----------------------------|-------------|------------|---------------|
| INTERIM REPORT             | October 10  | March 6    | November 14   |
| MID-SEMESTER REPORT        | November 14 | April 24   |               |
| PARENT/TEACHER CONFERENCES | November 20 | May 7      | Nov. 20/May 8 |
| FINAL SEMESTER REPORT      | January 30  | June 25    |               |
| MID-YEAR REPORT            |             |            | January 30    |
| FINAL LINEAR REPORT        |             |            | June 25       |

7) Graduation Assessment Schedule 2025-26

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

|          | GNA 10        | GLA 10       | GLA 12        |
|----------|---------------|--------------|---------------|
| Grade 10 | November 3–7  | April 20-24  |               |
| Grade 11 | November 3–7* | April 20-24* |               |
| Grade 12 | November 3–7* | April 20-24* | January 12–23 |

*\*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. Last school year, we implemented the new PDD policy. This year, we will continue implementation of the PDD policy with the goal of consistent application and compliance of the PDD policy by all students and staff. It is expected that every member of the community will know what the PDD 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

#### **4. Upcoming Events**

Education Planner BC Online for parents

When: Tuesday, October 7th 6:30pm - 7:45pm

Study in Canada or Abroad Vancouver Fair

When: Saturday, Oct 18, 2025, 12pm- 5pm, Pinnacle Hotel Harbourfront

UBC Virtual Student Panels - for students & parents with Ambassadors from Okanagan & Vancouver Campuses

When: October 19th 9am - 10am

Collab Day AM (school starts @10am) - Wednesday, September 24th

Grade 8 Parent & Student Welcome - Thursday September 25th 4:30-6:30pm

Pro D Day (no school for students) - Friday, September 26th

National Day of Truth & Reconciliation - Tuesday, September 30th

Thanksgiving Day - Monday, October 13th

Pro D Day (no school for students) - Friday, October 24th

Next PAC meeting - Tuesday, October 28th 7-8pm

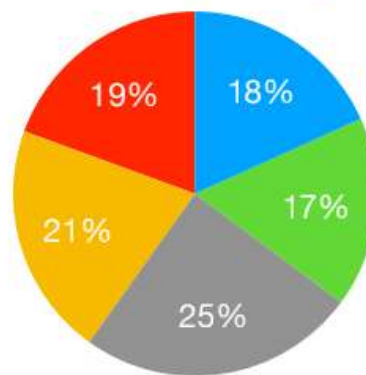
## 5. PAC Committee Reports

### Budget 24/25

# Budget 24/25

**Donations - \$30,000**  
**Gaming Fund - \$32,000**

● Arts ● Clubs ● Academics ● Athletics ● Student Services



### Athletics

All Fall Sports have started up!

Ways to find out about athletics:

- See Mr. Lefsrud in the PHE office
- Contact Mr. Lefsrud [wlefsrud@vsb.bc.ca](mailto:wlefsrud@vsb.bc.ca)
- Look for posters around school for upcoming events and tryouts
- Check the athletics board in the atrium by the Library
- Listen for school announcements
- Check the Athletics Channel of "All Students": Page on Teams
- Ask an Athletic Leadership student
- Follow @kitsathletics on Instagram

## 6. PAC Executive Elections 2025-2026

Chair – Tina Pfeifer - unopposed

Moved: Maureen Campbell

Seconded: Chris Abrams

**APPROVED**

DPAC Representative – Ishi Dinim

Moved: Chris Abrams

Seconded: Gaya Murthy

**APPROVED**

Secretary – Kerry Kenwood

Moved: Ishi Dinim

Seconded: Maureen Campbell

**APPROVED**

## **7. Other Business**

Social/Events

Patricia – going to try to have a parent social this fall. Aiming for a date at the end Oct/beginning of Nov.  
Will bring more information to the next meeting.

## **8. Adjournment**

MOTION: to adjourn at 8:15 pm

Moved: Patricia Ceron

Seconded: Chris Abrams

**APPROVED**

Thank you for coming.

Follow us on Insta @kits\_secondary\_pac

Our next meeting is on October the 28th