

KSS PAC Minutes
KSS Library
Nov 4, 2025 6:30pm

1. Call to Order 6.33pm

Rebecca Ladd gave the land acknowledgement.
Quorum present

2. Introduction of Attendees: Christy Thomson, Devon Phelps, Joanne Shivers, Julie Babiy, Nayana Mongeau (Co Chair), Stacey Mrack (Treasurer), Rebecca Ladd (Chair), Andrew Lee (Principal) Elaine Young (Trustee), Jacob Gish, Lorna Gray (Treasurer)

3. Approval of Agenda: Stacey Mrack made a motion to approve the agenda, Lorna Gray seconded. All in favour, passed unanimously.

4. Approval of October Meeting Minutes: Julie Babiy made a motion to approve the minutes. Stacey Mrack seconded. All in favour, passed unanimously.

5. Principal Update (Andrew Lee):

Two new teachers have started; David Biagioni in Humanities and Careers and Ian Mills in Career Life Connections, Art and French.

Ashley Bowater is the new Accounts Clerk in the accounting office, Nina Knocke has moved to SD69 transportation office.

Miss Hendricks is still away.

The Thanksgiving Turkey dinner went very well considering it was the first time this had been done at KSS. Thanks to Chef Ashley in the kitchen

Pro-D Day: Provincial professional development took place on 24th October 2025.

This was a chance for teachers to connect with other teachers and professional associations across the province. A great session was offered to humanities subjects for middle years that would span different grades.

Seminars: Seminars continue to run on Wednesday during the second block, more options are available and change from week to week. Over 500 students have signed up.

There were changes made to the sign up process which put a cap on the number of students able to sign up to one seminar. The student scans the QR code, selects a seminar (similar to buying a ticket) and adds it to the cart.

The QR code is available on the announcements and has also been put into google classroom for easier accessibility. Up to 500 students are signing up each week.

CLC and post-secondary prep are also hosting in person sessions during this time.

There will be some flexibility offered for students who wish to participate in different sessions e.g. post secondary prep and year book, as they won't always run every week.

~10 clubs meet at lunch and afterschool plus athletics and band.

Student Voice: Second student voice meeting takes place on 5th November 2025.

Last month's topics were future renovations, school meals and school spirit. Students shared their desired topics for future discussions at the last meeting. Topics ranged from future renovations, seminar

options, school meals options, school spirit etc.

Tomorrow student voice will discuss the honor roll, principal list, the proficiency scale and discussion about formative feedback throughout the year.

Home Room: While Student Voice takes place, the home room will review the emergency procedures for Fire and Earthquake. In addition, what it means to be a good neighbour - students have a personal and social responsibility in their community - and doing some circle work around what Remembrance means to everyone.

Note: It was brought to the PACs attention that the Dollymount trail which runs between trains tracks and the school parking lot was noticeably littered and the question was raised as to who is responsible for keeping the school grounds and surrounding shared areas clean and litter free.

Remembrance Day Ceremony Friday 7th November 2025 in KSS gym.

Communication of student learning (report cards) are out on 20th November 2025.

Linear classes first update, may not have a mark on it.

MyEd Parent Portal is still a work in progress. Teachers have another session on the portal set up. Teachers will be entering grades there for the report cards.

Indigenous students who are graduating this year have access to grad coaches in both high schools now, who work with students to help achieve academic success and graduate, while ensuring a culturally relevant and supportive environment. Graduation data is tracked in a provincial data system.

Vending Machines: The vending machine contract finished with the last provider, Ryan Vending. Another company was approached; their machines had functionality to turn off during instruction time. However, due to this option being less lucrative for the company their machines would be programmed not to switch off. Many discussions have taken place with the teaching staff community regarding locations to avoid bottlenecks during lunchtime, also the snack and drinks offerings.

The school looked at providers and also offered that if staff want to do it themselves inhouse, or run through a business class as a way of fundraising that could be an option.

Historically all funds raised from the vending machine went to the Athletics Department which worked out around \$1000 dollars per month. The funds would be used to offset travel costs for teams etc. The decision was made to make this more equitable, going forward funds could be distributed across different departments.

The Athletics Department is looking for ways to generate funds now that they are missing the vending machine profit. Offering KSS sponsorship is an option, preferably not corporate sponsorship but more local businesses.

The decision has been left with the teaching staff community on how to proceed.

Paper Cranes: Mr. Lee & Peter Jory had a walk through of the school facility today and the paper cranes will be hung up soon.

6. **KSS Staff Update:** (No staff members present)

7. **Trustee Update (Elaine Young):** Elaine comes to the meetings to hear from parents and share what School Trustees do and their role in the district. Elaine is looking forward to hearing updates on the Sports Court and the Healing Forest. Phil Munroe (Facilities and Maintenance) is still away but he will update when he returns. Elaine attended the Qualicum Beach Elementary School PAC. Elaine and the Principle attend the meeting at 6:30pm and are available to answer questions prior to the meeting starting.

The Education Committee is coming up on 13th November 2025.

All the Committee of the Whole meetings are virtual, they are all recorded, except in-camera meetings where labor, law and property are discussed. Anyone can speak at these meetings, there's no need to submit questions ahead of time. The agenda comes out a couple of days ahead.

Vice Principal interviews took place recently. 7 candidate interviews (for a VP pool) 3 people will be added to the pool. Raani Desai was there to represent the District PAC.

8. BREAK

9. **Chair's Report (Rebecca Ladd):**

Integrated Child and Youth Program (ICY): DPAC sent a letter to the Minister of Health and the President/CEO of Island Health expressing concern over staffing cuts to the ICY program, amidst an acute deficit of mental health services for children. KSS PAC voted to sign the letter at our October 7, 2025 meeting. Good news, that B.C.'s Ministry of Health has ordered the Island Health Authority to reinstate key staff positions for the program. Read more here: [CBC article](#)

DPAC Food Programs Working Group: QSD Food Program Overview - presentation Nov 19, 2025.

Town of QB Volunteer Appreciation Reception: Stacey Mrack (Treasurer) and Nayana Mongeau (Co-Chair) will attend on behalf of KSS PAC on Thurs 27th Nov 2025.

10. **Treasurers Report (Stacey Mrack):**

Gaming Account: \$17,935.36

General Account: \$13,065.12

Two cheques were signed this month:

\$100 BC PAC membership

\$83.55 sushi for gaming grant distribution meeting

11. Healing Forest (Update at next Meeting)
12. Athletics (Updates at next Meeting)
13. Old Business (Executive position still open)
14. New Business

New Committees: A new initiative has started to create four formal committees. Each committee will have a main contact who will report back to the regular PAC members with updates and requests for extra support. If anyone is interested in signing up and joining, please contact ksspac@gmail.com

- Healing Forrest
- Athletics

- Sport Court
- Classroom Resource

Gaming Grant Funding Proposal: 6 individuals met on 28th October 2025 and reviewed 20 teachers' requests for gaming funds.

\$14,150.89 of the \$16,140 received has been allocated. Remaining funds (\$3929.77) have been kept back for last minute items or requests.

Lorna Gray made the motion to approve funds for all requests which were agreed upon during the , except any marked with asterisks that require further clarification. Nayana Mongeau seconded the motion. All in favour, passed unanimously.

15. Grad Committee

Grads will be selling wreaths and winter greenery on 20th November 2025 at Moonlight Madness event in Qualicum Beach.

The date for the Bottle Drive has been posted 10th January 2026.

16. Next Meeting: Tuesday 2nd December 2025 @ 6:30pm in KSS Library

17. **Meeting adjourned:** 8:58pm