

DRAFT FOR APPROVAL
at the next regular meeting

MINUTES OF KSS PAC MEETING

DATE: **January 9, 2018**

ATTENDANCE: **Jennifer MacIntosh, Tisha Scoffings, Gail Moilliet, Deanne Kelsberg, Angie Wiersma, Susie Craven, Gonda Lekx, Lori Marshall and Lesley Rowan**

CHAired BY: **Gonda Lekx**

RECORDING SECRETARY: **Deanne Kelsberg**

APPROVAL OF AGENDA – Motion by Tisha S., Seconded by Angie W.

APPROVAL OF DECEMBER 2017 MINUTES – Motion by Jennifer M., Seconded by Tisha S.

ADMINISTRATION REPORT – Lori M. and Lesley R.

- December 19th – Power outage followed by an incident in one of the boys’ bathrooms where a large round toilet paper dispenser was lit on fire. Fire was a significant one resulting in a lot of smoke and the attendance of the fire department. Students were evacuated to the field (which was covered in snow) and the gym (which did not have lights due to the power outage). As well, the PA system was not working due to power outage. Students were released from school early and the washroom was closed, repainted and re-opened on January 9th. The combination of the power outage and the fire was challenging and was a good opportunity to test out the school’s emergency procedures. A debriefing will take place to see where improvements can be made.
- First semester is winding down. Second semester begins January 29th. Grade 8 students will continue with their linear classes and begin new electives. Grades 9-12 will start a new semester.
- January 22nd to 24th – regular classes in session.
- January 25th and 26th:
 - Grade 8 students – regular classes in the morning. If students are totally caught up, flex time in the afternoon. Buses will be running at the regular time.
 - Grades 9-12 – regular classes NOT in session.
 - All Grade 11 students in the Grad program will be writing provincial assessments on the morning of January 25th (English 12) and the afternoon of 26th (Communications 12) (www.curriculum.gov.bc.ca/provincial-assessment/graduation).
- Report cards will be issued on February 9th or 10th.

- **Formal Grad portraits** scheduled with *Concept Photography* (www.conceptphoto.ca) for January 31st and February 1st in the MPR. Information has been sent home with Grade 12 students and is available on the school website (www.sd69.bc.ca/school/KSS/Documents/KSS%20Grad%20Photo%20Information.pdf). Follow-up session scheduled for February 15th for retakes and yearbook only photos.
- Concept Photography is being considered for future years for school photos (instead of LifeTouch).

TREASURER'S REPORT – Gail M.

- Balance in the General account as of December 31st - \$2,163.87.
- Balance in the Gaming account as of December 31st - \$7,948.82.
- Informal audit of the treasurers' records for both the 2016/17 and 2017/18 school years tentatively scheduled for the May 2018 PAC meeting.

NEW BUSINESS - none

CORRESPONDENCE – Gonda L.

- Thank you notes received from some of the recipients of the grant money.
- Teacher magazine.

DPAC REPORT – Jennifer M.

- DPAC will be offering a **CPR with AED** class on Sunday, January 28th at the Qualicum Beach Fire Department. Twelve spots available for District 69 parents. Parents will be asked to register and pay \$40 up front and will be reimbursed once the class is taken. To register email Angie Wiersma (raspberry@shaw.ca).

MEETING ADJOURNED at 8:25 p.m.

NEXT MEETINGS:

- KSS PAC – Tuesday, February 6th at 7 pm (KSS Library)
- DPAC – Wednesday, January 17th at 7 pm (Qualicum Commons)
- School Board – Tuesday, January 23rd from 7-9 pm (Forum – PCTC)