

**KSS PAC Minutes**  
**November 5, 2024 KSS Library 7pm**

**Call to order 7:02pm**

**1. Welcome and Introductions**

**Attendance:** Fern Foster (Chair), Shannon Cowan (Vice Chair), Stacey Mrack (Treasurer), Lisa Haupt (Secretary), Andrew Lee (Acting Principal), Kathleen Primeau, Lorna Gray, Rebecca Ladd, Julie Babiy, Elaine Young (SD69 Trustee)

- 2. Adoption of the agenda.** Shannon made the motion to approve the agenda, Stacey seconded. All in favour; passed unanimously.
- 3. Approval of minutes from October 1, 2024.** Stacey made the motion to approve the minutes, Kathleen seconded. All in favour; passed unanimously.

**4. Admin Report – Andrew Lee**

- Vice Principal Jennifer Lunny is on leave.
- Sarah Elson-Haugan is returning to KSS as Acting Vice Principal to fill Jennifer Lunny's position.
- Leta is the new Office Assistant who was transferred from Ballenas Secondary.
- Changes are coming to the weekly Family KSS Newsletter; parents will need to opt-in due to Canada's anti-spam regulation. The frequency will change from weekly to monthly.
- Proof of address/residency will be required. This has not been done for a while and parents will be receiving an email about this very soon.
- Communication of Student Learning (Report Cards) will go home on Nov 21<sup>st</sup>.
- The school is seeking input from students and staff on the vending machines; snack and drink offerings, price, locations.
- Kondor's Kitchen, the new meal card program, is going very well. KSS cooked a total of 2054 meals in Oct. 1782 meals for KSS & 272 meals for Qualicum Beach Elementary School (QBES).
- School activities in October have been a great success. The Gym Riot and Halloween Spirit Week had strong student participation and engagement.
- A Remembrance Day ceremony is taking place on 8-Nov-2024.
- KSS Shop has exciting news of the arrival of a new CNC Milling Machine. This is a computer-controlled machine used to manufacture metal parts.
- A new Band Saw is also on the way to KSS Shop. Mr. Scorer has been very active in applying for additional grants to fund upgrades and new equipment for the department.
- Learning Support: Class reviews are happening this week providing an opportunity for teachers to connect with each other on how to best plan for and work with junior grade classes.
- Athletics: The jr. boys soccer team and the jr. girls volleyball team got through to the Islands tournaments. Two students represented KSS at Provincials in cross country and had a good showing.
- Indigenous Education: KSS received a grant for a local Indigenous carver to come in and work with students on wood carving projects.

**Trustee Elaine Young**

- Elaine is the local trustee assigned to KSS.
- She has been a school trustee for approximately 10 years, she has more experience with elementary level but was always keen to work with KSS.
- As a member of the Board of Trustees, Elaine reminds parents that everything is discussed and decided as a board, not a single person. There are processes and procedure to follow for any

issue that arises. (Referred to Board Bylaws, Policies and Administrative Procedures – on KSS website).

- Elaine invites parents/guardians to watch the online committee meetings and Committee of the Whole meetings, as it's always great to see more people involved.
- The meeting schedule is available on KSS website. Some meetings are during the daytime and not all of them are recorded.
- Elaine is happy to support KSS and keen to know when KSS PAC meetings to take place so that she can attend, particularly if she can help with fundraising.

## **5. Chair Report – Fern Foster**

- PAC sent in a letter to Qualicum Beach in support of the traffic calming initiative.
- We received 19 requests from teachers for funding. The total amount of funds requested was about double our budget. We had a funds distribution committee meeting prior to this PAC meeting and will present our recommendations for distribution later in this meeting during New Business.
- Arrowsmith Biosphere Awareness Day is postponed.
- Save the Commons has created and submitted a proposal to Qualicum Beach School District – it can be accessed through the Save the Commons Website at: [www.savethecommons.ca/about/preposal](http://www.savethecommons.ca/about/preposal)
- PAC has received a few fundraising opportunity emails. After a brief discussion it was decided that these emails should be forwarded to the prom committee.
- BCCPAC virtual (online) Membership summit is coming up on November 30<sup>th</sup>
- BCCPAC by elections are upcoming positions available are, first Vice-President, second Vice-President, Treasurer, Secretary and Director.
- Official Community Plan – Fern met with Janet Dunnett to discuss options and opportunities to engage families in “kitchen table” discussions to gather information about concerns and hopes for the future for families in Qualicum Beach with a specific focus on housing. Parents had suggestions included a short meeting before our PAC meeting or meetings hosted by parents in which they could invite friends and other community members. Fern will follow up with Janet.
- BC fraud prevention letter was received and shared with the treasurer. This information can be shared with anyone interested. Fern will follow up with Stacey.
- Legion Youth Remembrance Day Contest is coming up. Deadline is November 15<sup>th</sup>. Categories for entry include poster, essay, poetry and video and prizes include cash and travel.

## **6. Treasurer Report – Stacey Mrack**

- Funding requested have been received from many departments. The finance committee went over all of the requests and voted to grant each of them funding. Final numbers are attached in an attachment.
- There was a \$1000 donation from the graduation class of 1984 so the general account now sits at \$1981.
- Gaming account sits at \$16340.

## **7. DPAC Report – Lisa Haupt**

The last DPAC meeting lasted for 3.5 hours. Many issues were discussed, including bus registration fees, changes to the backpack program, and NRT funding allocation. Concerns were also raised about trustee meeting transparency and accessibility.

Additional DPAC meeting points:

- Grants were reported to be down by \$900,000.
- The international student program has seen a decline.
- Many students moved to the Coast Karma system due to lack of support.
- The district superintendent received a 21% raise, which was a point of contention.
- Discussion about EA absences and coverage policies.

## **8. Old Business**

- Healing Forest – There was no update. We hope to have an update at the next meeting.
- Biosphere Awareness Day – The original date of November has been postponed. We are awaiting a further update from Mount Arrowsmith Biosphere Region (MABR).
- Paula Elgood has been coming into the school once per week and has made 80 paper cranes with the students. The cranes will be hung together as a group art project. Tuesday at lunchtime is working well and she's looking for other volunteers to come and help; possibly setting up in a different location. A small crane project committee was formed by parents wishing to help.
- The basketball court fundraiser is ongoing with more details to come at next meeting.

## **9. New Business:**

- Gaming funds distribution recommendation: We had \$32,296.84 worth of funding requests made by 19 teachers, which is well over our budget, we were able to make recommendations for the distribution of \$16,274.47. Stacey made a motion to approve the distributions decided on at the committee meeting. Shannon seconded the motion. Passed unanimously.

Denny's Dynamite Deals, based in Nanaimo, is doing a fundraiser and will be giving away food to local families at his store on Seventh St on Dec 7<sup>th</sup>. Any local family needing help is welcome.

Next Meeting: December 3, 2024 7pm in the KSS library

Meeting Adjourned: 8:25pm