



École KLO Middle School PAC MEETING MINUTES

Date | January 22, 2024 Time | 6:30pm Location | KLO School and Zoom

IN ATTENDANCE

Flavia Pereira, Leandro Rocha Rosa, Camilla Allen-Baker, Steve Walker, Stephanie Harland, Danielle Neer, Deannie Zahara, Chelsey Lasovich, Kirk Penton, Vanessa Martin, Adrian Neer, Abbey Westbury, Jennifer Blais, Ash Ragoonaden, Anne Marie Price Johnson, Michelle Crossley.

Meeting Chaired by KLO PAC President, Adrian Neer

AGENDA DETAILS

1. President's Welcome
2. Meeting Called to Order by Adrian at 6:35 pm
3. Review and Approval of Agenda
 - No additions/changes to the agenda
 - Motion to accept the agenda by Stephanie; seconded by Abbey. Voted all in favor to approve agenda.
4. Review and Approval of Previous Minutes (November 27, 2023)
 - Motion to accept the minutes by Steve; seconded by Jennifer. Voted all in favour to approve the minutes.

REPORTS

ADMINISTRATORS REPORT *Ashley Ragoonaden*

New at KLO, Enrichment/Discovery days.

Concept of skill building

Students discovering their passions outside the classroom

Some challenges including students not getting their first choices.

Timetable for 2024-2025

Currently working on timetable

Proposing electives per semester, not per full year

Temporary Principal to step in for Ash

Ash going on medical leave for surgery

TREASURER -REPORT – *Adrian Neer/Deannie Zahara*

Cheque received from growing smiles \$305.00

Thank you Stephanie for all your work on this once again.

FUNDRAISING REPORT – *Stephanie Harland*



Smoothie Day coming up February 12th 9am to 12pm

Volunteers welcome

Fundraising suggestion- Save-on Foods GC

Deanie to contact Save On

COPAC – Deannie Zahara

NEW/OLD BUSINESS

1. Amending the **KLO PAC Constitution** (review draft of amended constitution)- Deannie Zahara
See Appendix 1 for ALL Motions

Motion 1 to amend the KLO Constitution and Bylaws as reviewed and circulated in PAC Minutes dated November 27th 2024 and attached in Appendix 1 below.

Adrian motions to accept the proposed amendments #1-#6

Seconded by: Abbey

Voted: all in favor

Motion Passed.

2. **Motions to change signing authority** at Interior Savings (remove Steve, keep Jennifer and Adrian, add Deannie)

Motion 1 Signing Authority for PAC Bank Account Interior Savings 20093922 and 20095266: Remove Steve Walker

Adrian motions to remove Steve Walker from PAC bank account.

Seconded by: Stephanie

Voted: all in favor

Motion 2 Signing Authority for PAC Bank Account Interior Savings 20093922 and 20095266: Add Deannie Zahara

Adrian motions to add Deannie Zahara to PAC bank account.

Seconded by: Michelle

Voted: all in favor

3. **Kiln Updates**

Kiln purchased. Work order put in for installation. Delay due to installation. Slow process

4. **Kitchen Updates**

Feeding future funds. Some funds to be used to improve kitchen. Kitchen updates have been tabled.

5. **COBBS Updates**

Two volunteers needed- last week of Spring Break to review applications.

Very rewarding and fun experience

NEXT MEETING

1. Next Meeting: General Meeting **February 26, 2024.**
2. Motion to adjourn meeting from Michelle, Seconded by Abbey.
3. Meeting adjourned at 7:36pm.



Appendix 1

January 22nd 2024 KLO PAC General Meeting

KLO PAC's Constitution and Bylaws are outdated, KLO Executive would like to make a few initial updates to bring it up to date. *Please note they present one was not dated when it was filed with SD23 school board office. We are unsure when this was adopted and can only assume it was prior to 2015 as it references the School Planning Council. It was also a photocopy so to make changes we had to convert it into a word document which will require page number and formatting changes.* The proposed motions will be presented as follows:



MOTION #1 Repeal: Current Bylaw adopted, unknown date: Pg.02 Article III- Quorum No.01 (change in bold). A quorum for a general meeting of the KLO PAC shall be a number of general members equal to or greater than the number of executive officer's present at the meeting.

The revised section will read: **A quorum for a general meeting of the KLO PAC shall be a minimum of 6 voting members attending present at the meeting.**

rationale for change: Unfortunately, we have low membership attendance at PAC meetings and often the majority of meeting attendees are Executive members; we are unlikely to have an equal or greater number of non-Executive members and it would be very hard to reach quorum if we follow this requirement and business of the PAC would come to a halt.

MOTION #2 That: The Members of KLO PAC amend the Constitution and Bylaws, of date unknown, to **REMOVE** all references to the School Planning Council (SPC)/SPC Representative.

Rationale behind this motion: On July 1, 2015, the Provincial government introduced changes to the B.C. School Act which eliminated the School Planning Councils (SPC) which allowed Parent Advisory Councils revert to their original role of advising schools on any matter relating to the school.

MOTION #3 Repeal: Current Bylaw adopted unknown date: Pg.02 Article II- Meetings No.06. If procedural problems arise on an issue not covered in these bylaws, Webster's New World Robert's Rules of Order, Simplified and Applied, Second Edition shall be used to resolve the issue.

Replace With: The current edition of 'Robert's Rules of Order' Newly Revised shall govern all meetings, unless otherwise provided for in these Bylaws.

MOTION #4 That: The Members of KLO PAC amend the Bylaws, of date unknown, to reduce the number of general meetings from 8 to 7 per year.

Replace With: KLO PAC general meetings shall be held not less than seven times per year, one of those being the Annual General Meeting (AGM).

MOTION #5 Add subsection No. 07 Meetings Held Electronically

Add: Proposed Resolution and wording: Pg.02 Article II- Meetings, Meetings Held Electronically, No.07; to be added as follows: (addition in bold)

Meetings Held Electronically

7. Except as otherwise provided in these bylaws, meetings may be conducted through use of Internet meeting services designated by the President that support anonymous voting and support visible displays identifying those participating, identifying those seeking recognition to speak, showing (or permitting the retrieval of) the text of pending motions, and showing the results of votes. These electronic meetings shall be subject to all rules adopted by the executive team, to govern them, which may include any reasonable limitations on, and requirements for, members' participation. Any such rules adopted KLO PAC shall supersede any conflicting rules but may not otherwise conflict with or alter any bylaw. An anonymous vote conducted through the designated Internet meeting service shall be deemed a ballot vote, fulfilling any requirement in the bylaws or rules that a vote be conducted by ballot.

MOTION #6 Repeal: Current Bylaw adopted unknown date: Pg.04 Article VIII- Duties of Officers No. 04 & No.05.

Add name change and combine duties: Proposed Resolution and wording: Pg.04 Article VIII- Duties of Officers No. 04 & No.05.; to be added as follows: (change in bold).

Secretary: Shall keep full and accurate minutes of all general and executive meetings and keep an accurate copy of the Constitution and Bylaws. Shall have charge of and conduct all the official



correspondence of the general and executive meetings. A copy of any correspondence written by other members of the Council, on behalf of the Council, must be filed with the Secretary.

--- **ARTICLE XI: CONSTITUTION AND BYLAW AMENDMENTS**

- 1. The KLO PAC may, by a two-thirds vote of the members present at a general meeting, amend the constitution and bylaws.*
- 2. A notice of motion to amend the constitution and bylaws, and copies of the proposed amendments, shall be submitted at a meeting preceding the meeting to vote on the amendments.*
- 3. Constitution or bylaw amendments shall be dated, signed, and forwarded to the School Board Office for the purpose of safekeeping.*

