

Kitchener PAC Meeting Minutes 6:30pm - Thursday, June 9, 2016

Members in attendance:

Melody Eng (Co-Chair)	Janice Chiem (Treasurer)	Victoria Louie
Tommasina Mele (Co-Chair)	Doreen Lee (Secretary)	Sherrí Boljuncic
America Nunez	Nikki Levis	Lisa Lee
Paola Arletto	Tracey Mayede-Lok	Kristina Murray
Victoria Brenden		

Staff in attendance:

Anthony Yam (Principal)	Kim Clark (Head Teacher)	Ms. Debbie Taylor
-------------------------	--------------------------	-------------------

1. Call to order

The meeting began at 6:58pm. **Melody Eng** moved to pass the Minutes from May 2016 and it was seconded by **America**. **Motion accepted unanimously.**

2. Principal's Report & SPC Report – Anthony Yam

- Introduced and Welcomed Ms. Debbie Taylor who will be the Principal at Kitchener Elementary for the 2016/17 school year
- June 17th – Primary students will be having a picnic at Willingdon Park
- June 24th – Grade 4's will be having a sleepover in the school gym; Mr. Tesan & Ms Clark will be onsite during the event
- Grade 6/7 Camp is coming up
- Student Talent Show - Lots of students have signed up to participate. Show will take place in the afternoon of June 27th
- Awards Assembly – Morning of June 28th
- Grade 7 "School Leaving" – evening of June 28th
- Last Day of School for Students – June 29th
 - Students will attend school for 90 minutes
- Growth Plan (Reading Goal and Social Responsibility) were reviewed and will carry on for the 2016/17 School Year
- Staff Appreciation Luncheon – On behalf of the staff at Kitchener, Ms. Clark thanked the PAC for a beautiful lunch
- Water Fountain – work is still being done to install the new fountain in the Main Building. Fountain should be installed and working before the beginning of the 2016/17 school year.

3. Treasurer's Report

May 2016 Activities:

Yearbook sales to date total \$1,161 (101 copies sold to date, target 126).

Sports Day was held on May 20. The pizza lunch brought in net proceeds of \$200 and the concession stand raised net proceeds of \$45. Unsold items can be sold at the year-end BBQ in June. Athletic wear sales totaled \$120.

Edo hot lunch in May raised \$105.

Disbursements:

Disbursements from our General Account totaled \$1,077:

Edo Japan	\$491
Sports Day pizza lunch	220
Sports Day concession	366

Disbursements from our Gaming Account in April totaled \$45 for library resources.

Below is a high-level summary of the financial results for the 11 months ending May 31, 2016:

Per Financial Records (GL)	General	Earthquake	Gaming
Beginning Cash Balance @ Jul 1, 2015	20,670	1,082	4,429
YTD Net Revenue	11,386	-	6,307
YTD Expenditures	(7,271)	-	(3,294)
YTD Net Rev over Exp	4,115	-	3,013
Ending Cash Balance @ May 31, 2016	24,785	1,082	7,442

Per Bank Statement

Cash in Bank	9,404	1,082	7,442
Less: Outstanding Cheques	(62)		
Cash (Float for various events)	50		
ST Investments	15,393		
	24,785	1,082	7,442

4. DPAC Report - Tommasina

- Spoke about the New Curriculum
 - Info can be found by visiting <http://www.sd41.bc.ca/bc-new-curriculum/>

5. Recaps

- Sports Day – well-run concession stand; everything went well; net proceeds (\$45) were lower than usual as students were discouraged from purchasing items during the events of Sports Day

6. Committee Updates

- PAC Year End BBQ – Scheduled for June 16th – Looking for people to work on the grill
- 2015/16 Yearbooks – 25 books still to sell

7. New Business

- Chair/Co-Chair position has now been filled by Tracey Mayede-Lok for the 2016/17 school year.
- PAC Bank Accounts at VanCity – with Melody leaving, VanCity requires written notification of changes to the account. **Action: Melody** to provide written & signed notification to VanCity that notifies the bank that effective July 31st, Melody is to be removed from the accounts.
- Teachers who support Extra Curricular activities will be given a small token of appreciation from the PAC during the June 28th school-wide assembly
- Departing staff (Mr. Rich, Ms. Cowan, and Ms. Veerkamp) will be given gifts during June 28th assembly as well
- Safeteen - PAC funds these session that occur every other year. In the past, all grade 6 and 7 students were able to participate in one of two available sessions. There is a maximum number of participants allowed in each session. As our student numbers increase, so must the number of sessions we make available. Therefore, going forward, our budget needs to be increased to support the growing number of students involved in these sessions. The recommendation is to increase the budget by \$325 which would be the cost of a 3rd session.
- Scheduling of 2016/17 PAC meetings – Tracey, Tommasina, and Ms. Taylor to meet (late-August) and discuss scheduling options for next year
- **Thank you to Melody Eng for giving so much of yourself to the Kitchener Community. You will be missed!**

Meeting adjourned at 7:30pm

** Thank you for attending our last PAC Meeting of the school year. Have a wonderful summer! **

<p style="text-align: center;">Next PAC Meeting Date: September 2016 Exact date/time TBD <i>Please arrive early to get settled and read the minutes</i></p>
