

# Kitchener Elementary School PAC - Meeting Minutes

March 8, 2017

## ***In attendance***

Tommasina Mele (Co-Chair), Tracey Mayede-Lok (Co-Chair), Janice Chiem (Treasurer), Nikki Levis, Sherri Boljuncic, Wiljo Lum.

## ***Staff***

Deb Taylor (Principal), Deanna Zucchetto, Bryan Tesan, Chris Phillips

### **1. Call to Order**

- Meeting was called to order at 6:34 pm.
- February 2017 minutes were accepted – moved by Tommasina, seconded by Nikki and passed unanimously.

### **2. Principal's and SPC Report – Deb Taylor**

- See attached pdf

### **3. Treasurer's Report – Janice Chiem**

#### **February 2017 Activities:**

Subway hot lunch in January raised net proceeds of \$170.

#### **Disbursements:**

Disbursements from our General Account in February totaled \$3,434:

Trivia Night 50% split to Gr 5 Camp	\$3,434
Subway Hot Lunch	370
Media cart parts for add'l division	662
Gas reimb to P. Arletto	66

Disbursements from our Gaming Account in February totaled \$208:

50% Dep on grills for Dec'17 Pancake Breakfast	\$162
Library Resources	46

### **4. DPAC Report – Tommasina Mele**

- Tommasina will share the minutes from the DPAC meeting to the group.
- Note: Budgets will be discussed at the April DPAC meeting.

### **5. Recaps/Updates – Co-Chairs**

- Trivia Night – Bryan provided his thoughts on the financial distribution going forward. He is comfortable with a 50/50 split between Grade 5's and PAC. He will coordinate the exact "credits" to Grade 5 students after the fundraiser is held.

He is also fine with the event being held in November (perhaps the week of Remembrance Day).

- Book Swap - Megan is posting in a Facebook teachers group to see if any schools want the leftover books. Any books remaining after spring break will be donated so we can start fresh next year. **Sherry** will create a schedule for classes to visit the gym for the book swap next year.
- GMC Fundraiser - Kristen has confirmed that our event will be on May 6, with funds used towards the school's 2 year technology plan.
- Teacher's Wish List - At the February meeting, Janice proposed we spend \$12K for the teachers wish list. Sherry countered and asked for an additional \$2K to purchase (almost) the entire list. With the GMC fundraiser confirmed and our commitment to technology, it was agreed that we could spend the additional money (approx. \$14K before tax).
  - o Tommasina motioned to approve items 1, 2, 3 (at the lower \$256 estimate), 4, 5, 6, 7, 9, 10 (media cart only) from the wish list provided by Deb. The subtotal is \$14,950 (plus tax). The motion was seconded by Nikki. All in favor: 6; PASSED.
  - o Deb will purchase the above-noted items and provide receipts to Janice for reimbursement.

## 6. New Business

- Executive positions – Need to recruit a co-chair for 2017/18. Tracey will attend Kindergarten Orientation and promote the PAC.
- Traffic/Safety – Tracey met with Erin at the Community RCMP office on Mar. 7. She advised that the speed reader board is available alternating months from mid-month to mid-month (shared with Lougheed Community RCMP). She will try and request volunteers to set-up the Speed Watch at Kitchener on March 10. Tracey to follow-up regularly with Erin to ensure we make progress.
  - o From previous recollections, the district gets funding from the City and is allotted to various schools. Must submit requests to traffic safety committee. Parents need to petition for better support for our school. Given all the new development in the neighbourhood, developers have to pay the City so what are those funds being used for? **Tracey** to review documentation and ensure steps are taken to make improvements over the next few years.
- Trivia Night - Tracey presented a draft Thank You note to be sent to donors. After a minor edit, **Tracey** will mail them out over spring break, and email a copy to **Deb** to share in the next school newsletter.
- Upcoming events:
  - o Sports Day (May 19) – kids on the hot lunch program get pizza provided, other students have the option to buy pizza. Students eat lunch in their classroom, followed by dismissal at 12:30ish. PAC provides a concession stand (to be on a smaller scale than in previous years).

- o Teachers luncheon – could it be held on June 5 (school specific Pro D Day)? EA's may not be at school - in sessions instead. Perhaps June 6 so all could attend in 2 shifts? **Tommasina** will inquire if Burnaby Central students can provide the catering.
- o Volunteer tea – Deb suggested having a morning event instead. All agreed morning or afternoon event is fine, with a slight preference for a Friday. Date in late May TBD.
- o Year End BBQ – It was proposed to have the BBQ on June 7 so Kindergarten families could be invited to stay after orientation.
- o Multicultural Day – learning opportunities with big/little buddies in big gym, community police, cultural lunch catered. Will table this idea for the 2017/18 school year.

**7. Adjournment:** Meeting was adjourned at 8:14 pm by Tommasina Mele.

**Next Meeting:** Wednesday, April 12, 2017 at 6:30 pm.