

## Kitchener PAC AGM - Minutes

May 9, 2024 @ 6:30pm (Staff Room)

Attendees (parents): Tracey, Maya, Nur, Anna, Leila, Erica, Christina

Attendees (administration): Dino, Grady, Livia

6:37pm	Welcome and land acknowledgment	Tracey Mayede-Lok
6:38pm	Principal's Report	Mr. Klarich
	1) Enrolment	
	<ul style="list-style-type: none"><li>• Steady, 1-2 additional classes next year</li><li>• Staff hires in progress</li></ul>	
	2) Growth & Change – School Expansion	
	<ul style="list-style-type: none"><li>• Meetings with City Architects in progress regarding the pre-fab</li><li>• Adding approx. 20 classrooms</li><li>• Parents will be invited to consult at a later stage</li><li>• Reviewing classes that will take over the current childcare space as the program moves into the portables next year</li><li>• Library will be temporarily converted to accommodate additional classroom or “instructional space” needs while we wait for the pre-fab build to complete</li></ul>	
	3) Community Dinner	
	<ul style="list-style-type: none"><li>• Scheduled for May 22</li></ul>	
	4) Sports Day	
	<ul style="list-style-type: none"><li>• May 17, 9am – 12</li><li>• Lunch in classrooms and then early dismissal at 12:30</li><li>• Staff will buy snacks and invoice PAC</li></ul>	
	5) Planning for Next Year	
	<ul style="list-style-type: none"><li>• PAC to share with Admin any new ideas before end of the school year to help with planning and coordination for 2024/25 school year</li></ul>	
	6) 2025 Centennial Year for Kitchener Elementary School	
	<ul style="list-style-type: none"><li>• Event to be planned, ideally in the fall of 2025</li></ul>	
	7) School Cash Online	
	<ul style="list-style-type: none"><li>• PAC needs to explore alternative for PAC expenses</li><li>• PAC will research Munch a Lunch and Square options</li></ul>	
	8) Attendance	
	<ul style="list-style-type: none"><li>• Staff understand the importance of helping children develop responsible life skills including being on time and regular attendance at school. Kitchener is committed to teaching those skills in a supportive, healthy and welcoming way.</li></ul>	
	9) Summer Session	
	<ul style="list-style-type: none"><li>• Most of the classes are full. If you have any questions, or want to find out more about the program, contact M.s Chan, Head Teacher</li></ul>	

7:04pm	DPAC Update – none	Tracey Mayede-Lok
7:04pm	Treasurer’s Report	Anna Hoang
7:12pm	Other Business	PAC Exec

**1) Year End Activity**

- Staff Appreciation scheduled for June 19, but will expand to full week June 17-21 . Coaching recognition budget will be combined with Staff Appreciation. Activities will be provided in the Annex and Main Blding through the week. PAC Exec (Nur and Maya) invited to do a welcome message to kick off the week and share message of appreciation
  - Freezie Day – held on May 27, rain or shine. Maya will follow up with Jennifer W who was interested in leading this initiative to discuss next steps.
- 2) **Retirement** – Mrs. Brenzy retiring as of May 31, PAC will provide \$ for gift of appreciation
- 3) **Staff Departures** - Admin team will advise and coordinate with PAC accordingly
- 4) **Future Hot Lunch program** – Kitchener currently has a hot lunch program with approx ¼ student participation. There has been a suggestion to look at adding another program like the Uncle Fatih’s Pizza lunch that occurs 1x/month. PAC Exec will discuss feasibility of creating a similar program like the monthly Pizza lunch taking into account logistics, and volunteer and Gr 7 student resources
- 5) **New Kitchener Constitution & Bylaws** – passed unanimously and endorsed. Final copy will be shared with the district and posted on Kitchener website
- 6) **Executive Nominations & Next Year’s PAC**  
2024/25 School Year
- Tracey Mayede-Lok, President
  - Nur Wilson, Vice President
  - Maya Dimapilis, Secretary
  - Leila Vazirian, Treasurer
  - SPECIAL THANKS to Anna Hoang who has served on the PAC Executive as Treasurer since 2020. We wish her and her growing family the best!
- 7) **Kitchener Community Volunteers** - will look at opportunities to identify Class Reps and build the Kitchener Volunteer Database. Watch for dates and new opportunities to participate in 2024/25
- 8) **Farewell (previously known as Grad) Party for Grade 7’s** – PAC provided \$ appreciated by Parent Planning Committee
- 9) **Bursary** – Idea presented by Mr. Hunter for PAC to consider a Bursary for high school grad at Alpha Secondary who embodies the Kitchener Hawks Values. This would be open to any Kitchener Elementary Alumni and be awarded on future basis, but not necessarily annually. Terms would need to be discussed. Next step could be a committee to work on this

7:58pm	Meeting Adjourned	Tracey Mayede-Lok
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