2026-2027 KITCHENER PAC #1 (In Person)
Sept 21, 2026
6:30-7:30 PM

Location: Kitchener Elementary School – Staff Room
Attendees: Allison W, Andrew T, Jaleh M, Martin K, Paul K, Roshni, Sweta C, Tracey Oh, Tracy T, Zelita R
Admin: Dino K, Claudia C, Nicole M

6:30 PM – Welcome & Introductions – Roshni

- Land Acknowledgement
- Introductions

6:39 PM – Principal's Report – Dino K

- Dino and Nicole attended a summer session focused on youth and use of technology/devices. Burnaby has faced many budget cuts last year, but is currently financially well placed.
- The District's **2025–2030 Five-Year Plan** is being informed by input from the City, parents, and schools following the first year of implementation. Key areas of focus include:
    - Numeracy
    - Literacy
    - Responsible and mindful use of AI
- There has been a significant transition at the school. Current enrollment is approximately **560 students**.
- Dino and Nicole have supported the hiring of new staff.
- **Parent as Partner** will take place next week, providing parents with an opportunity to meet their children's new teachers.
- The Welcome Coffee was well attended and received positive feedback.
- **Kitchener's 100th Anniversary Celebration** will take place on **November 19**. The first event committee meeting will be held next Monday.
- Construction of the new building is progressing well. The additional space will provide capacity for future growth, with completion expected by fall.

- Once the new building is ready:
    - The portables will be removed.
    - Additional open space will become available for playground and field use.
    - The second gym in the annex building will become available again.
    - Note there is no set timing in place for these changes.
- Dino and Nicole welcomed parents to reach out to them for questions, discussions, and ongoing communication.

6:55 PM – DPAC Update

- The **DPAC Representative position remains vacant**.

6:55 PM – 2025–2026 Year in Review – Roshni

Highlights

- Shirin and Sermin did an excellent job coordinating the Hot Lunch Program, which was the PAC's largest fundraiser.
- Most of the grant funding was allocated toward field trips.
- Key initiatives and activities included:
    - Welcome Back Coffee Social
    - September Social with samosas, noodles, and activities
    - Babysitting and Home Alone courses
    - Family Photo Days
    - Earth Day Clean-Up with Kitchener students
    - PAC End-of-Year Clear-Out
    - Sports Day Concessions
    - Weekly PAC messages and monthly newsletter
    - Introduction of new Hot Lunch vendors, including White Spot and Subway
    - Accessibility Assessment
    - Parent Support Group
    - Raising school safety concerns with the City, councillors, RCMP, and School Board
    - Supporting BCCPAC and DPAC regarding the arbitration issue

7:00 PM – Treasurer's Report – Tracey Oh (MAL, Treasurer Team)

- Staff appreciation plans will be discussed with Dino.
- The grant received this year is based on the number of students enrolled at the end of the previous school year. The amount received is lower this year and is also affected by the carry-over from the previous year.
- Further discussion regarding the grant will take place with Paul.
- Motion to approve **June 30 Financials**: Passed (moved by Roshni, seconded by Zelita).
- A draft of the **2026–2027 budget** was presented for review.
- Financial reports available upon request sd41kitchenertreasurer@gmail.com

7:10 PM – Calendar of Events – Roshni

- The PAC calendar will be sent to Claudia for posting on the school website.

Hot Lunch

- Shirin along with Sweta is leading the program, with Allison supporting the Munch a Lunch coordination.
- Returning vendors: Uncle Fatih's, Subway, White Spot
- Potential new vendors: Agra Tandoori, A&W

September Events

- Welcome Back Coffee
- September Social Concession
- Sun-Oka Apple Fundraiser

October Events

- Two PAC Hot Lunches
- Halloween Concession (TBC)
- Family Photo Fundraiser

7:14 PM – General & New Business – Roshni

Open PAC Roles

- Finance
- DPAC Representative

100th Anniversary Committee - Martin K

- Committee registration is open.
- The first committee meeting will take place next week to establish a framework for the celebration.
- Potential souvenir and fundraising opportunities will be discussed.
- White Spot food truck has been booked.
- PAC has been given an opportunity to operate a concession during the celebration.
- Parent volunteer registration is live and ongoing.

Grade 7 Committee

- Jennifer is leading the committee.
- A poster has been placed at the school to invite parents to join.
- The opportunity has also been shared on Instagram.

7:17 PM – Housekeeping & Communications – Roshni

- PAC communications and reminders will be shared through Sway, alongside the Principal's weekly Friday communication.
- The PAC Instagram account has grown to **200+ followers**. Join @KitchenerPAC for updates.
- PAC meetings decided to be held on the **third Monday of each month** in a hybrid format, either in person or virtually.
- Thanks were extended to Claudia for her ongoing support and for keeping the school website updated.

7:20 PM – Special Discussions / Q&A

Traffic & Pedestrian Safety

- Concerns were raised about drivers using phones while driving and the resulting safety risks for pedestrians.
- Jaleh will contact the RCMP regarding the concern.
- Dino noted that the RCMP is already conducting traffic-related initiatives and has deployed officers for traffic management.

Walking School Bus

- A potential walking school bus between the school and **Willingdon Community Centre** is under discussion with Paul.
- A parent survey is expected to be conducted from late September to early October.
- Parent volunteers will be needed to support the initiative.
- School bus transportation was also discussed as an alternative option.

100th Anniversary Fundraising Ideas

- Jaleh suggested presale merchandise for the 100th Anniversary celebration.
- A potential fundraising initiative involving commemorative paving stones with donors' names was also suggested.

School Landscaping

- Landscaping around the school, particularly the front area around the tree, was discussed.
- Mulching was added last year to help with preventing pooling water. Drains were also addressed during the building of the new addition, so we may see improved drainage already.

- Grass may not be practical in areas with frequent foot traffic and student activity.
- Removal of the portables is expected to allow the play area to shift toward the back of the school.

Accessibility

- The school submitted an accessibility assessment last year to the district regarding mobility challenges.
- No action has been taken yet on some of the identified concerns.
- It was noted that the new building is designed with accessibility features, including an elevator, which should address many of these concerns once the building is ready.

New Parent Volunteer:

- Jaleh M. joined the meeting and expressed her interest in supporting PAC initiatives. She has professional expertise in construction and is interested in contributing her knowledge and experience where relevant.

7:30 PM – Meeting Adjournment – Roshni