

## Kitchener PAC Meeting Minutes 6:30pm - Thursday, January 14, 2016

### Members in attendance:

Melody Eng (Co-Chair)	America Núñez	Kristy Dellebuur O'Connor
Tommasina Mele (Co-Chair)	Sherri Boljuncic	Victoria Louie
Doreen Lee (Secretary)	Kristina Murray	Mike Nishi
Janice Chiem (Treasurer)		

### Staff in attendance:

Anthony Yam (Principal)	Kim Clark (Head Teacher)
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### 1. Call to order

The meeting began at 6:32pm. The December 2015 minutes were reviewed. **Melody Eng** moved and it was seconded (by **America Núñez**) for the minutes to be passed. **Motion Accepted unanimously.**

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

- Jan 20 – An author will come in to speak to Divisions 3 - 8. There is no cost associated to having the author come speak to the children. However, copies of the book will be available for purchase. (Will take place in the small gym)
- Literacy Week
  - Vancouver Giants – On Tuesday, Jan. 26<sup>th</sup>, members of the Giants will come and speak to the students during an afternoon assembly (1pm). This will serve as the launch to the Read to Succeed Program (15 minutes of reading and 30 mins of physical activity every day for two weeks).
  - Wed., Jan. 27<sup>th</sup> – Guest readers will visit classes. School-wide readathon will also take place on this day.
- Basketball has started for the Grade 6&7 students. Mr. Rich and Mr. Lam will be coaching the teams. District Play will be at the end of February.
- FSA started on Jan. 8<sup>th</sup>. Students in Grades 4 and 7 participate. (45 Gr. 4's & 31 Gr. 7's)
- Golf Lessons – Representatives from Riverway and/or Burnaby Mtn Golf will come in on Feb. 11<sup>th</sup> to provide 1-hour of golf instructions to students. There is no cost associated to this activity.
- More Sports and BLAST begin Jan. 28<sup>th</sup>
- Student-Led Conferences will be held on two separate dates; Feb. 11<sup>th</sup> for Primary students (Div. 7-12) and in April for the Intermediate students (Div. 1-6). Exact date in April to be determined.
- "Paint the Rink Pink" – Feb. 17<sup>th</sup>. Students are currently learning the dance that will be performed during a break at the Giants game. Students will be transported by school bus to and from the hockey game (Pacific Coliseum). Pink T-shirts are available at the subsidized cost of \$5 per shirt. Anyone who's child has grown out of their pink shirt from last year, are welcome to donate last year's shirt to Kitchener's Pink Shirt Swap Program (see Mrs. Hardie)
- School Calendar – as mentioned at the October PAC meeting, SD#41 had two (2) professional days to add to the current school year. These two days are to be used by the

staff to prepare for the change in the school curriculum. Students will not be attending classes on these days as they will be non-instructional days.

- The two additional Pro D dates are
  - Tuesday, April 26, 2016
  - Friday, May 13, 2016
- SPC – April 12<sup>th</sup> will be the school visit. SPC members (Melody & Nikki) are invited to attend. There will be discussion about our school plan and goals. (reading and social responsibility)
- Tennis Lessons – All students will have an opportunity to take part in tennis lessons from Feb. 25<sup>th</sup> to Mar. 13<sup>th</sup> approximately 5 lessons per class over 12 school days.

### 3. Treasurer’s Report

#### December 2015 activities and notes:

- The Cineplex movie ticket fundraiser raised \$220.25. The funds have been given to the school to purchase supermarket gift cards for families in need.
- The Purdy’s fundraiser brought in net proceeds of \$494.81 (of which \$284.81 was deposited in January and will be reflected in the January financials) compared to \$685 last year.
- Net proceeds from poinsettia sales totaled \$651 compared to \$756 last year. 144 plants were ordered to meet the minimum requirement for free delivery. All plants were sold.
  - A request was made to double check the numbers on the Poinsettia sales. **Action: Janice to verify numbers and report back next month.**

#### Disbursements:

- Disbursements from our General Account include \$1,016 to DeVry for the poinsettia fundraiser, and \$2,180 related to the Cineplex fundraiser.
- Disbursements from our Gaming Account included \$31 for the multi-cultural potluck event held on Nov 5, 2015.

Below is a high-level summary of the financial results for the 6 months ending December 31, 2015:

	<b>General</b>	<b>Earthquake</b>	<b>Gaming</b>
<b>Per Financial Records (GL)</b>			
Beginning Cash Balance @ Jul 1, 2015	20,670	1,081	4,429
YTD Net Revenue	7,486	-	5,444
YTD Expenditures	(7,206)	-	(577)
YTD Net Rev over Exp	(280)	-	4,867
Ending Cash Balance @ Dec 31, 2015	<b>20,950</b>	<b>1,081</b>	<b>9,296</b>
<b>Per Bank Statement</b>			
Cash in Bank	5,508	1,081	9,296
Less: Outstanding Cheques			
Cash (Float for various events)	50		
ST Investments	15,392		
	<b>20,950</b>	<b>1,081</b>	<b>9,296</b>

#### 4. DPAC Report - Tommasina

- No updates to provide; no meeting last month.

#### 5. Committee Updates

- Trivia Night
  - Silent Auction items – Wrapping of Silent Auction items will take place on Friday, Jan. 22<sup>nd</sup>. Part of the process is to decide what items can/cannot be grouped together. Bid sheets will be prepared once items have been wrapped. **Action: Paula, America, Tommasina**
  - Baby Sitting – Four (4) Leadership kids will help watch the younger children. Will look for an adult volunteer to check in on the child minding throughout the night of the event.
  - Looking for baskets for the items collected by the classes. These classroom baskets will be part of the items available for the Silent Auction portion of the event.
  - PAC Portion of Ticket Sales (Tommasina & Sherri) – every division has an envelope. All ticket order forms received by teachers can be put into the envelope and then in to the PAC mailbox. PAC will provide tickets as the requests are received through the PAC mailbox.
  - All other things related to the event
    - Before and after school sales will be covered off by America and Kristina
    - Claude Tani has volunteered to set-up recycling for the event
    - Facility Rentals Agreement is required because the event has a Liquor License. The school is covering the fees associated with the rental agreement. The agreement covers the use of the Custodian (4 hours). Must be out by 11pm.
    - Ms. Read has a bike to donate
    - Food
      - Pizza will be ordered from Panago. Melody will call Sean (Panago) for pricing.
      - Ethical Bean will provide coffee and equipment for the event. In exchange, they require a 72"x24" banner to be hung up in a highly visible location & signage on each table.
    - 50/50 Doreen has committed to run the raffle. Ticket will be available in sets of 3 (for \$5) or 10 (for \$10)

#### 6. Recaps

- Pancake Breakfast – Everything went smooth. Everyone had a great time.
- Gingerbread House Raffle – Raised almost \$100 which went to support Families in Need
- Carter GM Test Drive Event – Despite the uncooperative weather (heavy rain and winds), it was a pretty successful event. We raised over \$1200 for the PAC. Thanks to everyone who helped out in the rain and special thanks to Kristen and Carter GM for organizing this event. Due to its success, we may consider doing this again in the Spring.

## 7. New Business

- Book swap will take place in the Big Gym on Friday, Jan. 29<sup>th</sup> from 1pm – 3pm. Looking for volunteers to assist with this event. Celebration of learning will also take place on Jan. 29<sup>th</sup> in the morning (9am start)
- Grade 7's will be going to Alpha for a visit next week.

Meeting adjourned at 7:55pm

**Next PAC Meeting**

Date: **February 18, 2016**

Time: 6:30pm

*Please arrive early to get settled and read the minutes*

*"The best way to multiply your HAPPINESS is to SHARE IT with others"*

- unknown