

Kitchener PAC Meeting Minutes 6:30pm - Thursday, April 7, 2016

Members in attendance:

Melody Eng (Co-Chair)	Janice Chiem (Treasurer)	Victoria Louie
Tommasina Mele (Co-Chair)	Doreen Lee (Secretary)	Sherri Boljuncic
	Nikki Levis	

Staff in attendance:

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

The meeting began at 6:32pm. **Melody Eng** moved to pass the Minutes from March 2016 and it was seconded by **Tommasina**. **Motion accepted unanimously.**

2. Principal's Report – Anthony Yam

- Dance Program Next Week – afternoon performance by all students on Fri, April 15th @ 2pm
- International Choir Festival – April 28th @ Michael J. Fox Theatre
- Music Monday – May 2nd with Celebration of Learning
- Intermediate Student-Led Conferences will be held on Thurs., May 5th (Divisions 1 – 6)
- Track is currently underway
- Media Carts (purchased by PAC) have been ordered; waiting for carts
- Water Fountain has been measured and hope to have installed in May
- Safe Teen (maximum 30 students) \$315/session
 - In future years, we will need to consider the possibility of running a 3rd session, depending on the number of students we have

3. Treasurer's Report

March 2016 Activities:

Final net proceeds from Trivia Night total \$2,888.68.

Revenues:	Silent Auction	1,880.40	Expenses:	Pizza/cream/stamps	288.32
	Squares	640.00			
	50/50	300.00			
	Food/Coffee	322.60			
	Toonie Toss	34.00			

PAC collected \$330 from classes for discounted hockey tickets in the Vancouver Giants "BMO Read to Succeed" Program. A cheque for the same amount was issued to the Vancouver Giants for purchase of the tickets. Melody sold some free tickets we received for teachers and raised \$44.

3. Treasurer's Report (Continued)

At the end of March we received additional gaming funds of \$560 from the BC government. This is a one-time addition to the gaming grant received in October, bringing the total grant received this year to \$6,000.

Disbursements:

Disbursements from our General Account totaled \$1,336:

Vancouver Giants tickets	\$330
Trivia Night-milk/cream/stamps	62
Yearbook deposit to Lifetouch	944

There were no disbursements from our Gaming Account in March.

Below is a high-level summary of the financial results for the 9 months ending March 31, 2016:

Per Financial Records (GL)	General	Earthquake	Gaming
Beginning Cash Balance @ Jul 1, 2015	20,670	1,082	4,429
YTD Net Revenue	9,725	-	6,306
YTD Expenditures	(7,256)	-	(3,249)
YTD Net Rev over Exp	<u>2,469</u>	<u>-</u>	<u>3,057</u>
Ending Cash Balance @ Mar 31, 2016	<u>23,139</u>	<u>1,082</u>	<u>7,486</u>
Per Bank Statement			
Cash in Bank	8,702	1,082	7,486
Less: Outstanding Cheques	(1,006)		
Cash (Float for various events)	50		
ST Investments	<u>15,393</u>	<u></u>	<u></u>
	<u>23,139</u>	<u>1,082</u>	<u>7,486</u>

4. DPAC Report - Tommasina

- Alpha "Drive for your School" – Saturday, Apr. 9th Noon – 5pm. Alpha benefits \$20 per test drive with proceeds going to Dry Grad
- Last month Kitchener PAC Members were invited to share their feedback on SD41 Budgeting. All feedback received by Tommasina were forwarded to Jen Menzie. Members were also invited to send their feedback to Jen directly.

5. Committee Updates

- School Yearbooks – sales on now until April 27th. Sales of 126 needed to sell at \$11/each
 - Anthony spoke about freedom of information at our schools. Moving forward, there is a possibility that yearbooks may no longer be produced due to privacy issues. Lots of discussion taking place about yearbooks in both elementary and secondary schools
- Staff Appreciation Lunch – tentative date: June 14th
- Volunteer Tea – tentative date: May 31
- Year End BBQ – June 9th or 16th

6. Recaps

None to report

7. New Business

- Sports Day – May 20th
 - Looking for volunteers to assist with the following
 - Concession Stand (in shifts)
 - Runners for Pizza & Drink lunches for students
 - Mel will see if we are able to get Popsicles Donated for the students
 - Staff have noticed students are tossing ribbons out in the field; kids are only wanting the Blue 1st Place ribbon
- PAC AGM to be held during our May 2016 meeting – all parents are welcome to seek a position
- Summer School – July 11 – 28
 - Technology Session (new to Kitchener)
 - Sports and Rec – NEW offering for summer school and will be available at Kitchener
 - Registration begins April 18th
- Transition items – With Mel leaving after this year, there are a number of things that must be transition off to people. Responsibilities include
 - Emergency Bin – Lisa Lee has volunteered to take this on
 - School Sign (Front of school; on Gilmore Ave.)
 - Safety Cones – should be put out daily by 8:15am

Meeting adjourned at 7:30pm

Next PAC Meeting

Date: **May 12, 2016**

Time: 6:30pm

Please arrive early to get settled and read the minutes