

École Kwayhquitlum Middle School PAC Meeting

Annual General Meeting (AGM) Minutes

Date: Monday, May 25, 2026

Time: 6:30 PM

Attendance

- **Online:** Kristin B., Liz, Sheila Gatcho, Julie T., Mohammed Jabali, Mary Zaboli, Lynn
 - **In Person:** Yvonne Gomez, Anna, Rob, Sherri, Megan, Courtney, Nosheem
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1. Call to Order (6:31 PM)

- **Territorial Acknowledgment & Welcoming Remarks:** Completed.
 - **Agenda Adoption:** Adopted by Anna.
 - **Open Acknowledgments:**
 - **Rob** extended a thank you to the PAC coordinators for organizing the staff appreciation lunch (Jimoco).
 - **Yvonne** gave a shout-out to Laurie for successfully negotiating field trip bus rates back down after they had skyrocketed due to FIFA demand.
 - It was noted that last week's Parents Information Session went exceptionally well.
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2. Executive & Committee Reports

A. Treasurer's Report (James)

- **Account Balances:** Gaming Account: **\$11,528.74** | General Account: **\$5,184.04**.
- **Grants:** The Gaming Grant application has been successfully submitted.
- **Gaming Account Note:** The balance remains high because it is currently holding allocated funds earmarked for the school wishlist, which will be transferred at a later date.
- **Teacher Submissions:** Only \$1/3 of eligible teachers have submitted reimbursement requests so far. Unclaimed funds may be reallocated to teachers whose requests exceed their initial allocations.
 - *Deadline:* End of May.
 - *Action Item:* **Rob** to send a reminder reminder to staff.
- **Motions Approved:**
 - **Motion (Yvonne):** If receipts exceed \$125, teachers may submit up to \$250 for

potential further reimbursement if excess funds allow. **[APPROVED]**

- **Motion (Yvonne):** Remainder of the funds following individual reimbursements will go toward recess, creative, and social items (gym/sports equipment, four-square balls, basketballs, and a \$400 wireless gym microphone). Ideas up to roughly \$300 may be submitted. **[APPROVED]**
- **Recommendation:** James recommends revisiting fund utilization in September to ensure assets are being correctly distributed.

B. Principal & Vice Principal Report (Rob)

- **Grade 5 Transitions:** Upcoming tour for roughly 230 incoming students on June 4th, which will include a viewing of the *Seussical* production.
- **School Production:** *Seussical* performances start next week.
- **Athletics:** Sports programs are successfully wrapping up for the school year.
- **Year-End Activities:** Grade 8 leaving ceremonies and upcoming field trips (Playland, Cultus Lake, etc.) are underway.

C. DPAC Report

- Attended the District PAC AGM. SD43 is looking into launching a mobile-friendly, entirely new communication platform to promote more consistent district-wide updates.

D. Hot Lunch Committee

- The MunchaLunch platform invoice for next year is \$369.60.
- Sushi was dropped from the menu rotation this year due to a lack of volunteers.
- A huge thank you to Megan and Monika for their hard work.
- *Next Year Planning:* Hot lunch coordination will be added as a monthly agenda item to secure and circulate volunteer lists ahead of schedule.

E. Canadian Parents for French (CPF)

- There are plenty of upcoming student opportunities for the summer (detailed report to be inserted).

F. Chair's Summary of the Year (Yvonne)

- Hosted various educational guest speakers and successful fundraisers throughout the school year.
- Reviewed the DPAC Code of Conduct.
- Successfully advocated for additional school transit buses on local routes.
- Maintained a regular PAC presence at school events and Burke Mountain development planning meetings.
- Hot lunch programs ran smoothly. It has been a highly productive year!

3. Old Business

1. **Teacher/Staff Appreciation Lunch:** Held on Friday, May 15, 2026.
 2. **Grade 6 Welcome Night:** Held on May 20, 2026.
 3. **Freezie Day:** Date, lead, and details confirmed.
 - **Motion:** Set Freezie Day for **June 22nd. [APPROVED]**
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4. New Business

A. Burke Mountain High School (BMHS) Update

- **Construction:** Most of the physical building structure is now complete. The entire facility is expected to be finished by April 2027.
- **Administration:** Anita Young has been named the new Principal, effective February 21, 2027.
- **Staffing:** Teacher hiring will take place throughout May and June 2027.
- **Transitions:** Student transitions will occur in December 2027/January 2028. Students for the 2027/28 school year will be given the option to remain at their current school or transition to BMHS.
- **Grand Opening:** Full school opening is scheduled for September 2027.

B. PAC Executive Elections

Per PAC Bylaws (Section IX), Executive Positions A through E must be elected by vote to establish a functioning PAC council.

Interested & Nominated Parties:

Position	Nominee(s) / Assigned
A. Chair	Yvonne Gomez
B. Vice Chair / Co-Chair	Anna
C. Treasurer	James
D. Secretary	Kristin & Nosheem (<i>Shared</i>)

E. DPAC Representative	Sherie (<i>Can be shared</i>)
F. Hot Lunch Coordinator	Megan (<i>Courtney Chatum to assist on volunteer days</i>)
G. Communications	Liz
H. Member(s) at Large	Courtney Chatum
I. Past Chairperson	<i>Vacant</i>

C. Additional Items

- Briefly touched upon sexual health curriculum/education.
- The meeting closed out with a parent social mingle featuring cookies and refreshments.
- **Next Steps:** Outgoing and incoming executive members will connect to review contact rosters and coordinate the formal transition during the upcoming Monday meeting in June.

Adjourn meeting at 7:51pm