

West St. Paul Parent Advisory Council Meeting Minutes

Date: Wednesday, January 11, 2023

Attendance: Brianne Lisecki, Candace Burke, Amanda Kruger, Christine Collings, Corey Rootsart, Tanya Pilat, Alex Yuen, Kenisha Choo-Yick, Dayna Trann, Tammy Harder, David Ingram, Lisa Whiteside

Call to Order and Greetings:

- Meeting called to order by Corey Rootsart at 6:03 pm.

Adoption of the Agenda

- Amendments made to the agenda.
- Motion made to accept the revised agenda by Corey Rootsart; seconded by Candace Burke. Motion carried.

Adoption of the Minutes from November 9, 2022

- Motion made to accept the minutes by Corey Rootsart; seconded by Kenisha Choo-Yick. Motion carried.

Administrative Report:

- There were two holiday concerts in December.
 - Attendance of~500 each night.
 - Admin and staff met afterwards to discuss things that went well and changes to make for next year.
 - Afternoon concerts were also busy.
- Pancake breakfast happened on the last day of classes before the winter break. There were lots of parent volunteers. It was very successful.
- Current enrollment is 536 students.
- There have been some staff changes, including 2 mat leaves and shifts in some EA positions.
- Construction update:
 - Portables are now ready for people to gain access to them. The metal cladding is almost ready, and those two classes will be in soon.
 - Some classrooms are having upgrades to their ventilation system, due to a government grant. We hope to have more classroom done over the summer break.
- There will be another student performance in April or May. West St. Paul School celebrates its 75th anniversary this year.
 - A committee will be formed shortly and there will be an opportunity for student performances, community involvement, etc.

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Executive Reports:

Chair:

- Corey has set up a Facebook page for the West St. Paul PAC.
- This is informational only, and an opportunity to parents to message us directly. Comments will not be activated.
- Christine and Corey will be in charge of the FB page; Tammy also has access to the page as well.
- Corey will work on setting up a live link to broadcast the next PAC meeting over the FB page.

Vice Chair:

- No report.

Past Chair:

- No one in this position.

Financial Report:

- Poinsettia fundraiser = \$741.65 profit
 - Cheque submitted to PAC on Jan. 11/ 23 by A. Kruger from Shelmerdine. No costs.
 - Auction/ raffles (including front row seat draws and silent auctions_ = \$2226.90 (cash) + \$276.99 (Square) + \$1300 (cheques) - \$1000 cheque (deposited to Seven Oaks School Division for playground)
 - Monies counted at WSP school by Candace and Amanda
 - Cheque for Square earnings submitted by Corey
 - Costs associated with prize fillers were covered by cash donations (\$466.64)
 - prizes were donated by businesses from the community
 - Total earnings = \$3540.25
 - Total fundraising for December = \$3248.52

Fundraising:

- Poinsettia fundraiser was a hit.
 - It was a relatively low input project for a good parental response.
 - It may be worth doing this again in the future, especially if parents are aware and looking forward to it.
- Holiday raffle
 - Another success
 - There was good feedback about the prizes and the draw.
 - All prizes were picked up by noon the next day.
 - **Feedback:** some people were looking for snacks/ drinks at the concert. This may be an opportunity to pursue in the future (water, granola bars, chips, etc.)

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Fundraising: Craft Sale

- No committee yet.

Hot Lunch:

- Alex and Lisa presented information about hot lunch options.
- Alex had information from Pita Pit and Chicken Chef.
- She will look into the possibility of McDonald's.
- Information about the hot dog lunch was also provided.
- A committee was formed to explore hot lunch further: Kenisha, Alex, Brianne, Dana.
- They will put a call out for parents to help cook hot dogs, etc. Kenisha will draft a letter.

Play Space Report:

- No report at this time.
- Ongoing discussion about the next steps to take: surveying students and community, having professionally drawn plans made.
- Perhaps there is a need to form a much bigger committee to tackle this project, as well as to gain a better understanding from the province and the school division about upcoming plans for changes to the entrances, parking, possible inclusion of other buildings on-site.
- Can we think about using some money to purchase supplies for the kids to use now during recess time?

Ongoing Business:

- I Love to Read Month – reading challenge with Discovery Toys
 - David brought this to the staff at a staff meeting. There is no interest in this idea.

New Business:

- Future PAC meeting dates.
 - Meeting on Tuesdays do not work for many people.
 - We proposed that meetings alternate between Tuesdays and Wednesdays, going forward.
 - Corey Rootsart made the motion to make this change. Christine Collings seconded it.
 - Our next meeting will be **Tuesday, February 7th**.
- Meetings need to be changed from 1 hour long to 1.5 hours long. Corey proposed that we extend this time, and subsequently plan to pay for childcare for the 1.5-hour time slot. Seconded by Christine.
- There will be an email going out to parents from the school on Friday.
 - We will add information to the email regarding the Facebook page.

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- We will also take the opportunity to thank donors for our holiday raffle, and update the public about how much money was raised.
- We can ask for a list of parents who may be interested and able to volunteer for short-term projects / events.
- Corey will create that email.

- Purchasing our own Square for fundraising.
 - This would be a good investment to make.
 - Corey will look into the price to purchase.
 - David or Tammy will look into the policy regarding using Squares, from the Board Office.
 - A proposal for purchase can be made at the next meeting.

- At our February meeting, we will look at the calendar to plan for upcoming events.

Adjournment:

- A motion was made by Corey Rootsart to adjourn the meeting at 7:11 pm. Seconded by Alex Yuen. Motion carried.

Next Meeting:

Tuesday, February 7, 2023 @ 6:00 – 7:30 pm with child chare provided.