

West St. Paul Parent Advisory Council Meeting Minutes

Date: Wednesday, January 17, 2024

In Attendance:

Dayna Trann, Amber and Aaron Ayres, David Ingram, Tammy Harder, Jenny Macdonald, Christine Collings, Amanda Kruger, Brianne Lisecki, Michelle Kippen, Eleanor Laminger, Kenisha Choo-Yick, Lisa Whiteside

Call to Order and Greetings:

- Meeting called to order by Dayna Trann at 6:01 pm.

Adoption of the Agenda

- Motion made to accept the agenda by Kenisha Choo-Yick; seconded by Amber Ayres. Motion carried.

Adoption of the Minutes from November 8, 2023:

- Motion made to accept the minutes by Christine Collings; seconded by Brianne Lisecki. Motion carried.

Administrative Report:

- Our current enrollment is now 606 students and 4 in the queue!
- Holiday Concerts:
 - there was a lot of positive feedback
 - it was very busy - each of the evening concerts was full and overflowing
 - we get access to booking SOPAC every 3rd year with our family of schools - so it will probably be back at the school next year
 - in the 2026 school year, we will probably need to do a third show (plus Kindergarten)
- Pancake breakfast in December:
 - awesome
 - couldn't do it without our parents - thank you!!!
- indoor/ outdoor recess:
 - Kids get out as much as they can during this cold snap- even if it's only 10 minutes or so at the end of the recess
 - they have a choice and they can come in as soon they are ready
 - hills are a big hit again!
 - 200 or so students are going outside on a regular basis

West St. Paul Parent Advisory Council Meeting Minutes

- nothing more about the daycare plans at this time
- 2 new portals to be delivered in the summer for next year- hope to deliver through the north side
- upcoming events:
 - Feb 21 - Living Library - for I Love to Read Month - guests who are available to read to the students!
 - May 7 - spring picture day. *Can we do sibling pictures? possibly*
 - May 7 - kindergarten open house
 - May 16 - immunizations for 6 + 8
 - May 23 - drama performance
 - June 26 - Grade 8 farewell - dinner and dance for the kids

Executive Reports:

Chair:

- March meeting needs to change to Tuesday, March 12 - * Lisa will change on the calendar as well
- no info about the Square yet - Christine will continue to reach out to Clayton at the board office
- Facebook account - Corey has the info to run our Facebook account and is willing to continue to operate it

Vice Chair:

- volunteers need to fulfill the roles they signed up for; people were stuck at the holiday table all evening
- we will be sure to have a detailed volunteer sheet for future events

Past Chair:

- not present

Financial Report:

Expenses

- door prizes for holiday concerts - \$89.58
- sun catchers for EA gifts - \$21.27
- flower arrangement - \$56

Profits -

- Shelmerdine - \$633.25
- christmas concert raffle - \$929
- GST rebate - \$212.46

West St. Paul Parent Advisory Council Meeting Minutes

Closing balance - \$32 478.13

Candace will be leaving her position, as she is expecting a baby in February. We need someone to take over. Brianne Lisecki has volunteered to do so.

Candace Burke nominates Brianne Lisecki to be treasurer going forward. Dayna Trann seconds it. All in favour. Motion carried.

Fundraising:

- poinsettias made us \$633.25 and was an easy fundraiser to organize

Amanda shared some ideas going forward.

- some options:
 - chocolates - buy them and then sell at our own cost
 - cookie dough - Cookie Crumbles - cookie dough, muffins, etc.
 - bake sale at parent teacher
 - cash / prize calendar
 - Kernels
 - Lacoste
 - reusable bags - Colibri -
 - full list in PAC binder
- Discussion:
 - we should plan for something for Parent Teacher interviews - which is in mid March so we have to make a decision now
 - cash calendars - good idea, but we need to do some work - maybe for fall?
 - bake sale....
 - 100% profit BUT it is a lot of work
 - Brianne and Amber would like to get the craft sale started again
 - we could do the bake sale at that time
 - we could do chocolate bars at Parent Teacher; there is no Scholastic Book Fair at this upcoming meeting in March
 - we could have a canteen to sell chocolate bars at a table at Parent Teacher (Costco)
 - we can discuss this part at our next meeting in February
- Reusable bags
 - send samples? - to show and put out order forms at the same time as Parent Teacher
 - if not, we have some that we can show
 - Amanda will look into that - is it worth it?

West St. Paul Parent Advisory Council Meeting Minutes

Fundraising: Craft Sale

- Nov 16, 2024 - craft sale
- Amber and Brianne are wanting to run this for next year
- tables are booked
- Brianne will start putting out advertisements

Hot Lunch:

- move to once a month: Feb, March, April and May (June is very busy, so no hot lunch at that time)
- McDonalds - breakfast options are off the form, and they will add a bun and cheese option as a a vegetarian option
- Samosas - went well - may be an option in the future
- Kenisha - idea to teach baking - to discuss further at a later date

Ongoing Business:

Halloween Dance - Debrief

- date for next year - Oct 18, 2024
- hoping for some people to join subcommittees (ie. 50/50, crafts, decorations)
- we had great volunteers
- Photo Booth - needs to be moved - too busy at the middle school doors
- need someone to help with AV screens and projectors
- better announcements for 50/50 - too hard to get everyone to hear - maybe put on screen in the gym
- no popcorn next year - too messy
- we need to move to more smaller/ individual packages for food; we had too many big packages and then parents had to wait outside in the gym because there is no fod/ drink in the gym
- decorations were fabulous!
- Black light cannon lights for next time ? - there's a company in Selkirk who does this
- we could also move the dance to a spring one - if there is too much going on in the fall

Teacher Wishlist:

We will be giving the school money for the following things:

- outdoor equipment - \$100 for each classroom
- fabric - \$ 2000 for creating outfits for bhangra dancers
- 4 microscopes - \$2000 total
- rock and minerals sets - for \$600

West St. Paul Parent Advisory Council Meeting Minutes

- \$100 per classroom for indoor supplies/games (teacher's discretion)

Christine Collings made a motion to give West St Paul School \$10 000 for the items listed above. Kenisha Choo-Yick seconded that. All in favour. Motion approved.

Volunteer/ Donation database

- we know that we need to reach out to more parents and community members for donations and for their help with various activities
- we tried a digital form in the fall and it didn't work so well
- should we send a paper copy?

Or - we add to the WSP newsletter

- "A Word from PAC" with any news and info
- this is coming up... who can help? and looking for donations
- newsletters come out every 2 weeks or so
- it will give us more visibility
- advertise WSP email and if they leave a phone number, we'll get back to them
- as of right now, we have Facebook and our PAC email. We may want to increase our visibility on Instagram. We could send messages to Tammy and she can post on our behalf.
- Lisa will do the newsletter

New Business:

Craft Sale

- Nov. 16
- Amber and Brianne are taking this on
- tables and chairs are ordered
- there will be a bake sale too
- no canteen this year...
- Talking to Joanne and Cindy - they still get phone calls for tables
- \$25/ 30 per table AND a donation to the social prizes
- craft sale email - Brianne will create one
- \$2 per entrance OR donation - hamper
- coffee for all crafters

Family Fun Night

- Sept 11th(Wed)
- rain date of Wed, Sept 18
- do we have a budget?
- there will be inflatables, 50/50, bubbles, silent auction, etc.
- how do we feel about a dunk tank? - teacher/ principal?
- Come up with a budget and decide for February
- BBQ - how to do that? - talk to firefighters - they have to see if dates are free

West St. Paul Parent Advisory Council Meeting Minutes

- samosa and bannock would be great as well - we'll look into that

Christmas Concert - Debrief

- 50/50 went well
- in the future, it would be good if we could have someone at the kindergartens show and the rehearsals (there are lots of grandparents who would have supported)

Incentive for Parent Volunteers - Dayna

- we would like to offer an incentive for parents to join a committee and help out with PAC
- front seats at the concert?
- incentive is probably good - but what would that look that?
- we should be reserving some seats to help out and make sure that people who are volunteering get to see their kids, but we'll have to think more about the incentives for parents

Others:

- RF Morrison - would like to know about our PAC
 - Christine has that information
- Good job! There is a lot of work being done for our school and our kids

Adjournment:

- A motion was made by Christine Collings to adjourn the meeting at 7:32 pm. Seconded by Kenisha Choo-Yick. Motion carried.

Next Meeting:

Tuesday, February 13th @ 6:00 – 7:30 pm with child care provided.