

West St. Paul Parent Advisory Council Meeting Minutes

Wednesday, October 15, 2014

Attendance:

April Bertrand, Cheryl Rafur, Don Petrie, Shannon Petrie, Audrey Balgobin, Crystal Spence, Elana Spence, Carrie Tanchak, Cheryl Christian, Dana Myrowich, Alice Darchuk, Bob McIntosh, Kim Winzowski, Jaime Carpenter, Kristin & Bryan Buchalter, Warren Olson, Chad Shultz, Jean Foster, Wendy Nachtnagall, Pearl Tomchuk, Angela Bubnowicz, Sharon Church, Tiffany Thoravinson, Rayann Buchko, Julie Halipchuk

Call to Order and Greetings:

Meeting called to order by Crystal Spence at 7:05 p.m.

Adoption of the Agenda:

Addition to agenda: picture backgrounds

Motion made to accept agenda with addition by Elana Spence, 2nd by April Bertrand, Motion carried.

Adoption of the Minutes from October 15, 2014:

Addition to minutes: West St Paul reintroducing Musical Theater to be reviewed with staff on October 20/14, with report at November meeting

Motion made by to accept minutes with addition by Dana Myrowich and 2nd by Pearl Tomchuk. Motion carried.

Administrative Report:

School report:

- School Division has a Work Place Health and Safety Committee, school also has Workplace Health and Safety Team. There are 4 meetings throughout year, these include walkthroughs. Some inspections completed include “18 inch rule” “4 corner rule”, electrical outlets, and doorway clearance. First meeting next week.
- Potholes in driveway patched, still waiting for permanent fix. Asphalt on front walk levelled.
- Phone system will be installed in every classroom to allow direct phone calls to teachers and students to make calls with permission as needed. This work to begin Nov 12/14.
- 2 Fire drills with very good response times.
 - Winter EY kids will grab jackets to go out, MY will use blankets provided to each classroom.

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- Evacuation plan: EY to Curling Club
MY to Middlechurch PCH Mr. Olson has trained 9 MY kids to lead evacuation (crossing highway)
- “TARPS” for winter fire drills still being reviewed by administrators.
- LOCKDOWN procedure practiced twice a year. Administrators reviewing West St Paul’s previous plans before first drill this year.
- Assembly tomorrow:
 - Cuddles for Kids donations being picked up by firefighters and paramedics to be donated to Children’s hospital.
 - Terry Fox over \$6000 raised, Pie in the face (20 kids throwing pies)
- Remembrance Day assembly Nov 10/14 @ 130pm

Executive Reports:

Chair:

- No new report.
- Reviewed PAC looking to go paperless. Plan will be for minutes and agenda to come out 1 week prior to next scheduled meeting by email.
 - If you have any issues/concerns you would like added to agenda please submit to Crystal Spence or April Bertrand.

Past Co-chairs:

- No report

Financial Report:

- No transactions since July 27/14 (GST rebate cheque)
- Opening balance as of September 30/14: \$2376.70
 - \$10,000 remains allocated in account towards Play Space funding.
 - \$200 approved last year for Remembrance Day ribbons still to come out.

Hot Lunch:

- Volunteer is needed to head up Hot Lunches
- Mr. Olson will continue to be our “pizza guy” every 2nd week. They order 40-50 pizzas (8 slices).
 - Moved to Pizza Pizza this year as they are willing to donate to school.
- Mr. Olson to discuss with Ms. Los and Administrators potential to have Subway alternate weeks to provide additional option for “hot” lunches

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Fundraising: Craft Sale

- Craft Sale will be November 16, 2014
- Sub-committees include:

Sharon Church/Shalna Poloway	Silent Auction
Dana Myrowich	Bake table
Don & Shannon Petrie	Canteen/ Money collection
Donna Sokol	Front door
Elana Spence	Advertising
- Elana Spence has posters available for advertising, please sign up for # posters you would like. Laminated signs will go up at mailboxes in early November.
- We have asked Jeremy to be Santa again this year.
- Everything ordered: tables/chairs, Santa suit and custodian services booked for day
- Need to check on up-to date permits specific to Craft and Bake Sale.
- Still need to get Silent Auction permit
- Wendy to compose group email to go out to families requesting volunteers, baking and silent auction prizes.
- Will have “Pictures with Santa” again this year. \$5 sitting fee with all proceeds going to craft sale.
- Concern expressed with “baking” and allergies. We will continue with requesting labels be placed on items.
- Parking: Are there any concerns/space issues. In past years people have been parking on highway? Do we need to check with RCMP if this will be an issue.
- Carrie Tanchuk is working on securing crafters.
 - We had 58 tables last year, 55 tables secured at present time.

Fundraising: QSP

- Photo books new this year.
 - Question: Are they a one time (now) or can they be purchased throughout the year?
 - Sharon will check with company and report back
- Shannon Petrie reported that their family had not received QSP package, that kids had been given the option to take one home.
- Announcement will be made at staff meeting reinforcing importance every family (youngest child) bring information home and then parents have the option to participate or not.

Play Space Report:

- Continuing to work on letters for funding.

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- Chad Schultz offered to join Playspace committee
- Lisa Davis, Crystal Spence and Bob McIntosh will work on funding ideas
- Crystal Spence reported she attended the Manitoba Nature Summit meeting and will bring information to next meeting. (Fort Whyte Alive)

New Business:

- Appointment of Vice Chair
 - Motion made by Elana Spence to appoint Chad Schultz to Vice Chair for the 2014-15 school year 2nd by Kristen Buchalter. Discussed, voted, and passed. Motion carried.
- Yearbooks:
 - Administrators to review information provided by “Yearbook” and cost compare with current yearbook provider (Lifetouch).
 - Need to discuss at staff meeting “who” will be responsible for organizing.
- Additional Fundraising ideas:
 - Painted hands (kids and families)
 - Booster event; rent out venue with proceeds from silent auctions money earned.
 - Botwell cheese
 - School have Charitable Status allowing local business to make monetary or service in kind donations
 - Peak of the Market (previously done by school)
 - Family Organizer Calendars
- How many fundraisers are “OK”
 - School Division does not want families to be over taxed by school fundraising. Need to be selective
 - Plan in place with QSP and Craft Sale for 2014.
 - We need to revisit for future fundraising in January 2015.
 - Potential for spring.....Backyard BBQ, Ice Cream Social, Spring Carnival
 - Question about Corporate sponsors and tax receipts.
 - Bob will check with Superintendent on directive given to Corporate sponsors and report back.
- School Pictures (Photocorp)
 - Only 2 backgrounds available when ordering on line.
 - PAC presentation in spring 2014 reported multiple backgrounds available with parents choosing when ordering pictures..
 - Many parents expressing dissatisfaction with limited choice.

Round Table:

- Some classrooms “very” warm or cold.
- Camp 2014:

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- Many kids disappointed with camp experience; found accommodations and food poor.
- School looking at alternate options for camp. Questions raised: Should it be spring not fall, will it be all grades.....
- To Review again in January 2015.
- Suggestion made to add “ongoing business” to agenda to ensure follow up/through on previously discussed topics.

Adjournment:

- A motion was made by Sharon Church and 2nd Don Petrie to adjourn the meeting at 8:45 p.m. – motion carried.

Next Meeting:

November 12/14 @ 7pm with child care provided