

West St. Paul Parent Advisory Council Meeting Minutes

Date: Thursday, October 11, 2018

Attendance:

Kimberly Winzoski, Crystal Spence, Carrie Tanchak, Cheryl Rajfur, David Ingram, Tanya Kohut, Sharon Salemi, Elana Spence, Sapna Hees, Lisa Davis, Ashpreet Maan, Parminder Maan, Lisa Whiteside

Call to Order and Greetings:

Meeting called to order by Carrie Tanchak at 7:06 pm

Adoption of the Agenda:

Motion made to accept the agenda by Crystal Spence, and 2nd by Lisa Davis. Motion carried.

Adoption of the Minutes from Sept 12, 2018:

Motion made to accept the minutes by Crystal Spence and 2nd by Sapna Hees. Motion carried.

Administrative Report:

- Staff just underwent training from the divisional nurse regarding student health needs. This is an annual occurrence.
- Each classroom will now have an Emergency Preparedness Plan, which is a red binder with information about what to do in an emergency, where to go in an evacuation, etc.
 - For example, ½ of the school will go to Middlechurch Care Home, and ½ will go to the Curling Club.
 - Blankets are also available for the students if they are outside for any long periods of time.
- David talked about lockdown drills. There will be 3 practices each year.
 - For the first one, parents will know when it's happening, so that every child is ready and knows what it's about.
 - For the second one, parents will be told the week that it will be happening, but won't be given a specific time.
 - For the third one, the school will just run the drill.

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- Lockdown drills are not about scaring anyone; it's about preparing the kids.
- Lockdowns don't always mean something horrific is happening. The school would go into lockdown if there was an accident on the highway, for example, and the possibility of danger outside would be addressed.
- Fire drills – 2 have been done already.
 - The first one was not satisfactory; it was discussed.
 - The second was much improved, and they are much better and closer to where they want to be.
- Principals will be meeting with staff coming up to address any classroom needs.
- Some parents have said that there is not enough time for students to eat their lunch; David assured us that kids can take whatever time they need and staff will be flexible to those needs.
- There will be 2 upcoming PD days: one tomorrow and one next Friday.
 - The divisional PD day is at the Concert Hall and is for all staff.
 - Cindy Blackstock, an advocate for Children in Care and Indigenous children, will be speaking in the morning.
 - All staff will then sign up for a session related to Indigenous education in the afternoon.
 - MTS PD day will be on Oct. 19th and teachers will be around the city at various workshops and sessions.
- Last week, all admin in the division were at Clear Lake for an Administrators's conference. It was an important and helpful learning experience; it was able to run fully despite the fact that power was out for a good portion of the time. The main focus was on incorporating Indigenous perspectives in education.
- All students did bus evacuation this week.
- Finally, the 70th anniversary reunion is Friday evening and Saturday. The committee has been working hard and all are invited to come!

Executive Reports:

Chair:

- Treasurer position still vacant – Kim has offered to stay on
 - Motion made to reinstate Kim Winzoski at Treasurer by Elana Spence and 2nd by Lisa Davis. Motion carried.
- Carrie has the schedule for those volunteering at the 70th reunion. See Carrie following the meeting.

Vice Chair:

- No report.

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Past Chair:

- No report.

Financial Report:

- There is about \$4000 available to allocate to something; we don't know what yet.
- David suggested the school needs more tap shoes. Carrie suggested that the school provide a funding request for the next meeting. David said that the school appreciates PAC support, but will also pay remaining money to ensure that the program continues as well.
- David also said that the school has purchased a new coffee urn (65 cup one). It will be used for the craft sale, staff appreciation, and any other time the school needs it.
 - We now have a 40-cup urn for tea, a 65-cup urn for coffee, and a 100-cup urn for hot water (not coffee). The broken, old urn has been disposed of.
 - Therefore, PAC does not need to purchase a new coffee urn.
- Kim Winzoski made motion to accept the financial report as is; 2nd by Crystal Spence. Motion carried.

Fundraising: Craft Sale

- Carrie has almost all of the tables filled and paid up; she is confident that everything will be in order.
- Elana's report:
 - She will be talking to all committee chairs to get all the planning done.
 - Sapna will run the canteen, with help from Ashpreet and Lisa W.
 - Sharon is looking after the bake sale.
 - Alice is looking after the front doors.
 - Kim will be doing all the financials and money for that day.
 - Lisa D. is doing the silent auction table.
 - Sapna has a Food Handler's certificate.
 - Asked admin to send out an email to parents to get silent auction prizes, baking items, and people to work (volunteering).
 - Idea to incentivize parents to help volunteer/ bake: priority seats for the Christmas concert! This year, we will draw 2 names, with the winner getting 4 seats each.
 - Advertising – Elana needs to laminate about 75 posters. The school will help. Elana will then put up posters around the community. She will have some extras for next PAC meeting.
 - It will also be posted on social media, in the Selkirk Journal and Record, and Travel Manitoba website.

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- Recommended that it go in the West St. Paul Neighbours magazine; Elana will talk to them.
- Kim will create a Facebook page to advertise.
- Lifetouch will take Santa photos. We need a Santa – Jeremy Muise. Tanya asked him and he agreed to do it this year. Photos run from 11 am – 1 pm. The division has a suit for Santa. We would like to give him a small gift as well.
- If student teachers are interested in helping with Santa, we can write them a reference letter.
- List of parents who said they will volunteer will be forwarded to Elana.

Fundraising: QSP

- The first QSP order is out.
- Money will be counted by next Wednesday.
- The cookie dough fundraiser will be out by the end of the month.

Hot Lunch:

- Pizza dates are out now. (Grade 6s are doing that).
- Pita Pit will start.
 - We will do a trial run on Wednesday, November 14th.
- There is a concern about those who cannot afford hot lunch options and may be left out. Tanya and David will watch to determine how many students may be in need. We may want to look at ways to make sure that students are not being excluded; discussion to follow once more information is available.
- Breakfast program is in the works (Child Nutrition Council of Manitoba) – PAC could look into supporting that dependent on further information being supplied.

Play Space Report:

- Lisa, Alice, David, and Crystal met on Oct. 2nd
- A map will be drawn out by Evergreen about what comes next.
- Hope to start pricing out trees this fall, but there is a lot going on and it may not happen this fall.

Ongoing Business:

- None

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New Business:

- None

Adjournment:

- A motion was made by Crystal Spence and 2nd by Kim Winzowski to adjourn the meeting at 7:54 pm. Motion carried.

Next Meeting:

Tuesday, November 13, 2018 @ 7pm with child care provided