

# West St. Paul Parent Advisory Council Meeting Minutes

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**Tuesday, September 9, 2014**

## **Attendance:**

April Bertrand, Cheryl Rafur, Don Petrie, Audrey Balgobin, Crystal Spence, Elana Spence, Donna Sokol, Carrie Tanchak, Cheryl Christian, Dana Myrowich, Deb Glatz, Stephanie Campbell, Alice Darchuk, Evelyn Myskiw, Bob McIntosh, Kim Winzowski, Kim Greening, Leanne Yeo, Lorie Rempel, Jaime Carpenter, Bryan Buchalter, Carrie Azaransky, Warren Olson, Giovanna Difabrizio, Angela Urcinoli, Chad Shultz, Melanie Schultz, Shelley Torz, Jean Foster, Wendy Nachtignall, Pearl Tomchuk, Lisa Davis, Angela Bubnowicz

## **Call to Order and Greetings:**

Meeting called to order by Crystal Spence at 7:07 p.m.

## **Adoption of the Agenda:**

Motion made by Elana Spence, 2<sup>nd</sup> by Alice Darchuk, Motion carried.

## **Adoption of the Minutes from February 11, 2014:**

Motion made by Elana Spence 2<sup>nd</sup> by Lisa Davis, . Motion carried.

## **Administrative Report:**

Bob McIntosh and Angela Bubnowicz introduced themselves to the group.

School report:

- School has been repainted over summer, decreasing number of colors to 4. This was partly done as a Workplace Health and Safety Issue (storing approximately 150 various cans of paint) and to freshen up school
- Rm 41 will be used as meeting room for larger groups, such as staff meetings/PAC/groups larger than 8.
- Chain link fencing removed from front of school, making the space more open and inviting.
- Plans to repair potholes coming into school parking lot are in the works.
- A 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 will help decrease the line up in office.
- Discussions occurring with Maintenance department to install additional lighting in front of school (parking lot).

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- Potential for/standing water issues remain on ongoing concern. In consultation with Superintendent Brian O’Leary the long term repair plans will be part of capital budget next year. Currently looking for a temporary solution until 2015 capital budget.
  - Possibility: pumping water towards railroad and/or removal of snow from school yard
- Bob McIntosh and Angela Bubnowicz have been to each classroom and touched base with kids.
  - Three themes became apparent; they want to learn, have fun and feel safe.
  - Students are aware they can wear hats to school although they need to remove them when they come into school. With this policy in place it makes it easier to identify strangers in the school.
  - Changes occurring around the school related to students input include having mirrors added to the change rooms and additional outdoor equipment being purchased.
  - Additional changes that will be occurring in future self-flushing urinals (less odor) and additional heaters.
- Outdoor supervision has changed to include 9 EA’s wearing lime green vests in the morning and at recess with teachers rotating through outdoor supervision at recess.
  - Stop/Drop/and Go for drop off implemented. Cones are setup; kids on side close to gym and cars on fence side with drop off by playground.
  - Play space in front of school and near sewage building eliminated, this allows all the kids to be in closer area and supervision is now focused in back area.
- Evelyn Myskiw discussed the recent Bylaw passed to decrease speed limit in front of school from 70km to 50km for 100m before and after school entrances.
  - Signs for same to be posted with in next day or two.
  - Mrs. Arjon and Mrs. Sharpe’s grade five classes will be volunteering.
- New microwaves will be purchased and placed in Red River Hall area for middle year’s kids to use.
  - Microwaves will require CSA approval and routine inspections to ensure integrity of equipment with 3 years suggested as maximum life span.
  - Microwaves will not be available for early years students, as safety concerns around burns and scalding are well documented. For safe use 1:1 supervision would be required which we are not able to provide at this time.
  - Classroom teachers have been discouraged from bringing in own electronics, as anything entering school needs to be CSA approved. We also run into issues with electrical wiring and over burden to circuits.
  - Question: Will PAC help out with purchasing?
- Bob McIntosh discussed idea of requesting funding from Seven Oaks School Division to purchase Oak trees to plant in school yard. (as no schools in division actually have any Oak trees planted on their property)

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## **Executive Reports:**

### **Chair:**

- 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 new report available at time of meeting.
  - \$10,000 allocated in account towards Play space funding.

### **Hot Lunch:**

- Volunteer is needed to head up Hot Lunches
- Angela Urcinoli offered to help, will touch base with Kim Winzoski after meeting
- Angela will inquire as to “lunch lady” used at her previous school and report findings
- Kim remains willing to help with distribution day of hot lunch. We need someone to coordinate order forms.
- Past hot lunch providers: Naleway and Red River Catering
- A question of ensuring equity when providing hot lunches was raised.
  - Commented some parents choose not to participate for various reasons (allergies/cost)
  - Hot lunch in the past had not been used as a form of fundraising, until January 2014 when minimal fee (.25) was added to cost.
  - At some other schools PAC has donated one hot lunch per year to ensure all kids are included.
- Mr. Olson will continue to be our “pizza guy” every 2<sup>nd</sup> week. They order 40-50 pizzas (8 slices).
  - Plan to move to Pizza Pizza this year as they are willing to donate to school.

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## **Fundraising:**

- 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
- We have asked Jeremy to be Santa again this year.
- Bob McIntosh will follow up to ensure tables/chairs booked and custodian services booked for day
- Carrie Tanchuk is working on securing crafters.
  - We had 58 tables last year, 30 tables secured at present time.

## **QSP:**

- Will start in fall 2014. When information available will be sent to teachers to give out to kids.

## **Play Space Report:**

- Continuing to work on letters for funding.
- Currently have 2 grants for approximately \$3000
- Lisa Davis, Crystal Spence and Bob McIntosh will work on funding ideas
- Crystal Spence reported she will be attending the Manitoba Nature Summit meeting and will bring back information to the group.
- Pictures of Playspace on display cabinet for everyone to have chance to view.
- Question asked: What is ETA for phase one?
  - It is estimated it will be approximately \$20000 to start “big” hill and construction will likely begin in June 2015.
- Question asked: Can local business donate?
  - Yes as a charitable donation. All schools have a charitable tax number.
  - If donations not monetary they need to be safety approved

## **New Business:**

- Babysitters x 2: Motion made by Elana Spence to increase payment from \$10 to \$15 per babysitter. For a total of \$30 per meeting x 10 meetings = \$300. 2<sup>nd</sup> by Kim Winzski. Motion discussed/voted/passed. Motion carried.
- Motion made by Elana Spence for PAC to write cheque for \$270 to Crystal Spence to cover babysitting for 2014/2015 PAC meetings. 2<sup>nd</sup> by April Bertrand. Motion discussed/voted/passed. Motion carried.

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- Mr. Olson brought the question to the group about including students in an Ice Bucket Challenge for the staff of West St Paul school in honor of Mr. Randy McGunigal (past guidance counselor). With students having the opportunity to donate a loonie or tonnie towards ALS research.
  - Discussion occurred around informing kids he had recently passed away from ALS. A decision was made to send email out to families, allowing families to have discussion at home before event.
- Has the idea of musical theater been addressed at West St Paul?
  - Identified that school has done productions in past but found we did not have enough kids dedicated to project. Noted that West St Paul actually has a smaller number of middle years kids then many schools.
- Tap dancing will be returning this year with Kim Greening instructing.
- Lady Bugs is natural product thought to repel lice when spread in hair. Product is available at Buffies hair salon on Main Street.
  - Schools follow WRHA Seven Oaks School Division policy that notes if live lice are found on a child a phone call will be made to parents, the child will not be removed from classroom and can return to school once hair has been shampooed.
  - The key is to remove “nits” and if you do not remove nits shampooing will be ineffective as nits will hatch in 7-10 days.

### **Adjournment:**

- A motion was made by Elana Spence and 2<sup>nd</sup> April Bertrand to adjourn the meeting at 9:00 p.m. – motion carried.

### **Next Meeting:**

**October 15/14 @ 7pm with child care provided**

# West St Paul Advisory Council

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Wednesday October 15, 2014  
7:00pm  
West St Paul School in Rm. 41

1. Call to Order Crystal
2. Welcome and Introductions All
3. Adoption of Agenda Crystal
4. Adoption of Minutes September 9, 2014 Crystal
5. Administrative Report Bob/Angela
6. Executive Reports
  - a. Chair: Crystal
  - b. Past Co-chair: Elana/Pearl
  - c. Financial Report: Don/Shannon
  - d. Playspace: Lisa/Crystal
  - e. Fundraising: QSP Sharon/Shaina
  - f. Fundraising: Craft Sale Wendy/Carrie
7. Hot Lunch
8. New Business
  - a. Yearbooks Crystal
  - b. Appointment of Vice Chair Crystal
  - c. Additional Fundraising Ideas Chad Schultz
9. Round table All
10. Adjournment Crystal
11. Next meeting:  
    Wednesday, November 12, 2014 @ 7 pm.