

West St. Paul Parent Advisory Council Meeting Minutes

Date: Wednesday, September 18th, 2019

Attendance:

Carrie Tanchak, Crystal Spence, Faygee Hecht, Elana Spence, Lisa Whiteside, Shaun Merkel, Sharon Salemi, Jenna Santos, Kimberly Winzoski, Stephanie Reis-Correia, Alex Yuen, Elena Ward, Cheryl Rajfur, Corey Gollan, David Ingram, Tanya Kohut

Call to Order and Greetings:

Meeting called to order by Carrie Tanchak at 5:58 pm.

Adoption of the Agenda:

Motion made to accept the agenda – with two additional funding requests added - by Crystal Spence, and seconded by Elana Spence. Motion carried.

Adoption of the Minutes from May 7, 2019:

Motion made to accept the minutes by Crystal Spence and seconded by Faygee Hecht. Motion carried.

Administrative Report:

- Current Population:
 - Our current population is at 457 students. This has increased by about 20 kids since last September.
 - West St. Paul School still has room left for WSP students.
 - Only students who live in West St. Paul are being accepted into the school.
 - They are anticipating more students entering the school, as more townhouses are being completed and more families move into the area.
- Jobs completed over the summer at WSP:
 - The music room has moved to the stage.
 - The stage wall has been put up; the stage is now enclosed.
 - Red River Hall continues to be used as a multipurpose room. There will be a breakfast program starting up there in the next month or so, and the tap program continues to use the space. It's a good place for big presentations. There is new flooring in Red River Hall.
 - Room 45 has also received new flooring.
 - As Smart Boards are starting to fail, they are being replaced by new touch screen tv monitors. These **are** working well.

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- Show and Save Fundraiser:
 - So far, there has been an underwhelming response.
 - The app is not working perfectly and the fact that there is no physical book to sell is also a drawback, especially to grandparents.
 - It also seems to be an oversaturated market; many are doing the same fundraiser.
 - The school doesn't do any mandatory fundraising; this is something to go towards the outdoor play space project.
 - The school will probably not continue this fundraiser in the future.
- Breakfast Program:
 - This will begin next month.
 - It will be located downstairs in Red River Hall.
 - The school has received a grant from the Child Nutrition Council of Manitoba to begin a breakfast program. We hope to have things in place to begin in October.
 - An EA will supervise/ run the program for now; it will be open to all.
- Parking Lot Drainage:
 - The Division won't do anything about the drainage because the province says that they will be splitting the highway in front of the school, and then the parking lot will be affected anyways.
- Staffing:
 - One teacher is back from maternity leave.
 - There are 4 new teachers to the building.

Executive Reports:

Chair:

- Motion made to withdraw \$240 for the year to pay for 2 babysitters (at \$15 each), for eight PAC meetings. Motion made by Elana Spence, seconded by Crystal Spence. Motion carried.
- Meetings are to be held on **Wednesdays** going forward. They will be in the second week of each month. We will have a light lunch at 5:45 pm and have a 6:00 pm start time. Food will be in the main meeting room, not the staff room, going forward.

Vice-Chair:

- No report.

Past Chair:

- No report

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Financial Report:

- Kim Winzowski described the current financial report.
- There is currently \$22,404.17 in the bank.
- \$18,000 has been set aside for the Play Space project.
- We always keep a reserve of \$1,500.
- We have \$2,904.17 of funds unallocated.
- We will have two big fundraisers coming up: the craft sale, and something to replace the popular QSP fundraisers.
- Kim Winzowski made a motion to accept the financial report; it was seconded by Elana Spence. Motion carried.

Craft Sale:

- This is the 31st year. It is more than a fundraiser; it's a community event and tradition.
- 600-700 paying people come through the doors, and many others are there as volunteers, vendors, etc.
- Elana and Carrie are running the event, but looking for people to take over the coordination and to shadow them this year.
- There are also one day chairs. These people will have to be ready to run an area of the craft sale, on the day of.
 - Silent Auction –
 - Bake Sale – Sharon
 - Front Door –
 - Canteen – Sapna/ Lisa
 - Photos with Santa –
- Carrie is currently filling tables from the waiting list.
- We need to purchase a grand prize (about \$260.00 in value) to use as a big-ticket item. This will be put on the posters going around the community.
- There was some great interest from new PAC people – awesome!

Fundraising:

- Because there is no more QSP available, we must decide what to do instead.
- Lisa Davis and Sapna Hees are not here today; they will be looking for alternatives.
- Possible ideas:
 - Wreaths?
 - Poinsettias?

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Hot Lunch:

- Sapna is not here.
- Pizza lunches start on October 9th. We will coordinate so that the hot lunch program does not fall on the same week as pizza lunches.
- Pita Pit has been a very positive experience overall.
- We need to look into Chicken Chef and Freshii. We will discuss these in October.
- Our first day for Pita Pit will be October 16th.
 - We also need to make sure that there is a gluten-free option available.

Play Space Report:

- David and Tanya provided us with a visual of the potential play space, drawn up by Taylor Bishop from Evergreen.
- It's a great starting point and gives us some options for what we might like to do.
- Our current savings of \$18,000 in reserve will not go far. We will need to apply for grants and should have closer to \$25,000 to start with. This will allow us to have more set aside; many grants offer to match what is already ready.
- Some places to start looking for grants: Walmart, our councilors, Hydro, etc.
- The parents will have to be the ones writing the grants, etc.: the Play Space committee will make those decisions about what to pursue and how.
- Lisa Whiteside has offered to join the Play Space committee to help write grants, and Sharon Salemi has offered to help as well.
- We can also ask for monetary donations.
- Is there any level of responsibility on the school division? They have already provided some money for the trees.
- We received a Manitoba Forestry grant for the big spruce trees (originally from Manitoba Hydro).
- Crystal may have a copy of the TD Friends grant that was originally applied for.
- Our job will be to pay a landscaping company to create specifications; the grants will have to be applied for only after we have specifications drawn up.
- We will need to have a meeting of the Play Space Committee soon.

Ongoing Business:

- Robotics club
 - Presentation by Elena Ward, on behalf of her husband, who was unable to make it today. This was an updated proposal.
 - Ryan is hoping to see more focus on STEM (Science, Technology, Engineering, Mathematics) in the school.

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- Ryan's proposal is linked to the Manitoba Robot Games (MRG). We would purchase kits, have students in Grade 6 and 7 pair up and then build these kits. There would be a mini competition at the end, and the Grade 6 students would keep the robot and then be the ambassador for next year's students.
- The instructor is willing to come and do some training with the teachers before, at no charge. This proposal has the teachers incorporating this into their classes.
- There would be a need for about \$3,500 per year, which is a big commitment.
- David Ingram has been talking to the Electronics teacher at West Kildonan. There may be products that would be cheaper and reusable, and may be able to be incorporated into the TAS program.
- There are Spheros available for the teachers to use, to incorporate robotics in their programs.

New Business:

- Funding Request – Tap Shoes
 - A beginner pair of tap shoes is \$35. The most expensive pair for the older students is \$93. The students in the middle of the program use tap shoes that are \$55. The school is in need of 25 pairs of the \$55 shoes.
 - The funding request is for \$1,000 for new shoes. The school will pay the remaining cost.
- Funding Request – Phys Ed
 - A request was made to replace the shirts used as jerseys for various sports teams, including volleyball, cross country, handball, etc.
 - The request is for \$1381 for 62 shirts.
- This led to a discussion about how we are choosing to spend our money. We agreed that it is important to continue supporting the music, dance, and sports programs at WSP.
- Is there a way to support the Robotics program as well?
 - Can we support the program in a more sustainable way?
 - Do we need to pay an instructor? Is there a teacher who would be interested in starting a club? We need staff supervision, but are wary of putting this new program on a staff member.
- After a careful discussion, Kim suggested that, since we have about \$3,000 that is unallocated, we could evenly divide up that amount among the three different areas looking for financial support.

Motion made to accept the funding request for tap shoes for the amount of \$1,000; the funding request for replacement jerseys for the amount of \$1,000; and to reserve \$1,000

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for a STEM program (details to be determined) made by Kimberly Winzoski and seconded by Crystal Spence. Motion carried.

- Cheryl Rajfur is looking for a baby for the Roots of Empathy program. The baby needs to have been born in late June/ early July, and should ideally be from the community.
- David Ingram mentioned that an easy fundraiser would be the Peak of the Market vegetable sale. This can be arranged for a pick up during Parent Teacher week.
- Shaun Merkel brought up interest in a Halloween family dance at the school.
 - He has fond memories of a previous dance that had been done as a fundraiser, and says that there is a group of parents willing to support this initiative.
 - Our concern was that a Halloween dance would be too close to the craft sale and we would not have enough time or energy to complete this work.
 - Shaun will discuss this with the parents he knows and see if a family dance later on in the year might be good (ie. Valentine's Day).
 - The school also used to do movie nights. This might be another good initiative to consider.

Adjournment:

- A motion was made by Crystal Spence and seconded by Kim Winzoski to adjourn the meeting at 7:41 pm. Motion carried.

Next Meeting:

Wednesday, October 9, 2019 @ 5:45 pm with child care and a light supper provided. Meeting will start at 6 pm.