

# **École Assiniboine Parent Council Annual General Meeting Minutes**

## **October 8, 2025**

### **Call to Order**

The meeting was called to order at 6:08 PM by Jean Burnett. Jean to chair meeting until council executive is formed.

**Attendees:** Andrea Johnston (President), Hailey Gagnon-Hannah (Vice President), Michelle Klassen (Treasurer), Mary Oscarson (Secretary), Jean Burnett (Principal), Jennifer Peters (Vice Principal), Tara Smith (Trustee and parent), Rene Akong, Rhea Epp, Krissy Flynn, Ben Hannah, Jennifer Hernandez, Carla Rak, Merlyn Schlamp, Leah Scramstad, Megan Stanley, Andrea Weber, Ama (no last name provided), Richmonds (no other names provided)

### **Motion to form a Parent Advisory Council for the 2025/2026 school year**

**Motion:** Andrea Johnston

**Second:** Tara Smith

**Unanimously passed**

### **Nominations for Parent Advisory Council Executive for the 2025/2026 school year:**

**President nomination:** Andrea Johnston

**Motion:** Mary Oscarson

**Second:** Andrea Johnston

**Vice-president nomination:** Hailey Gagnon-Hannah

**Motion:** Mary Oscarson

**Second:** Rhea Epp

**Treasurer nomination:** Michelle Klassen

**Motion:** Rhea Epp

**Second:** Michelle Klassen

**Secretary nomination:** Mary Oscarson

**Motion:** Rhea Epp

**Second:** Mary Oscarson

**All motions/appointments unanimously passed**

**Andrea Johnston takes over chairing the meeting**

**Motion to allow École Assiniboine staff voting privileges for the 2025/2026 school year**

**Motion:** Tara Smith

**Second:** Krissy Flynn

**Unanimously passed**

**Motion to adopt the 2024/2025 AGM minutes with the following amendments:**

- Date changed from October 3, 2024 to October 2, 2024
- The corrected spelling of Jean Burnett's name

**Motion:** Mary Oscarson

**Second:** Krissy Flynn

**Unanimously passed**

**Motion to approve agenda for October 8, 2025**

**Motion:** Krissy Flynn

**Second:** Rhea Epp

**Unanimously passed**

**Motion to approve minutes from previous meeting on May 5, 2025**

**Motion:** Michelle Klassen

**Second:** Mary Oscarson

**Unanimously passed**

### **President's Report**

Welcome Back, Everyone! We are excited for another school year and hoping to host some new events and fundraising opportunities. I can't wait to see what this year has in store for us as a Parent Advisory Council. We had an amazing turnout for our End of School Year BBQ, and it was great to see all the families in attendance and enjoy themselves.

**Motion to approve paying Mme Chapdelaine's daughter, Gabrielle Chapdelaine, \$20 for babysitting services at the AGM.**

**Motion:** Tara Smith

**Second:** Krissy Flynn

## **Unanimously passed**

### **Treasurer's Report**

Current Account Balance as of October 8, 2025 - **\$13,641.14**

Playground Improvement Fund	\$6733.25
Fundraising	\$2749.55
General Revenue	\$481.63
Pizza Donations	\$154.21
Milk Program carry forward	\$1942.12
Milk Program 2024/2025	\$1549.14

- Outstanding Cheque (needs to be reissued) \$31.24 – M. Klassen (Raffle Tickets)
- Chocolate milk will continue for the 2025/2026 school year. Date to commence is TBA; M. Charette to advise on start date and quantity to purchase.
- White milk is distributed by the school and subsidized by nutrition grants.
- No audit report has been received as of current date.

### **Principal's Report**

Welcome back everyone ! Thanks to all the staff, parents, and the community who helped make our return to school seamless. We currently have 289 students and 34 staff members. Welcome to our new staff – Mme Vandale and Mme Prairie, both Grade 4/5 teachers.

Summer construction projects are nearing completion (some foundation work and roof work).

We have once again begun our morning snack program this year thanks to provincial funding as well as grants from PC Children's Charity (Power Full kids/Eat Well) and Children's Nutrition Council.

The first six weeks of school have been busy with activities such as the Terry Fox Run and Cross Country.

Mark your calendars for the following upcoming events:

- Dance-a-thon – Date TBD in November
- Picture Retakes – November 6th

- Parent-teacher conferences – November 20th (4-7 pm)
- K to 2 Winter Concert – December 10th and 11th (1pm and 6:30 pm)
- Concert – January 14th and 15th (1pm and 6:30 pm)

I would like to thank all the parents for attending in person or virtually this evening and look forward to another great year!

#### **News from the School Board:** Tara Smith, Chair

The St. James Assiniboa School Division will be holding a public budget consultation for the 2026/2027 school year. Parents, caregivers, and community members are invited to attend. Discussion topics will include student services, programming, transportation, maintenance, technology, class size, and school fees. Attendees will have an opportunity to learn about divisional programming and services, ask questions, and provide input into the next budget planning cycle. Trustees and divisional leaders will be present.

**October 22, 2025**

**6:30-8:00 PM**

**Board Office, 2574 Portage Ave**

**Registration is open now. Contact Elizabeth Gwilliam at 204-888-7951 to reserve your spot as space is limited. Alternatively, complete the registration form found here [2026/2027 Budget Consultation RSVP](#). Onsite childcare is available upon request.**

The St. James Assiniboa School Division will also be hosting a Parent Advisory Council Information Session. All PAC members are invited to attend. There will be a presentation on Outdoor Development from Brent Mehyden, Director of Facilities and Operations, information on fundraising, and the opportunity to network with other PACs.

**November 4, 2025**

**6:30 PM**

**Board Office, 2574 Portage Ave**

**Please RSVP to [gillian.muir@sjasd.ca](mailto:gillian.muir@sjasd.ca) or call 204-888-7951. Onsite childcare is available upon request.**

#### **Committee Reports**

**Playground Enhancement Sub-committee:** Rhea Epp and Krissy Flynn

Nothing new to report as of yet. Looking into potential fundraisers (BINGO or movie evening) during the winter months.

**Fundraising:** Andrea Johnston

Pizza fun lunches continue at the same price point (\$2.50 per slice) and following the same ordering procedure (forms sent home and returned). Both are working well for the majority of families and volunteers. Pizza lunch dates have been pre-booked for the year:

- Wednesday, November 6
- Wednesday, December 3
- Wednesday, January 28
- Wednesday, February 25
- Wednesday, March 25
- Wednesday, April 29
- Wednesday, May 27

**Motion for the funds raised through the pizza lunch to go towards teacher requests and PAC activities and events**

**Motion:** Krissy Flynn

**Second:** Mary Oscarson

**Unanimously passed**

Mom's Pantry fundraising will take place in October/November with a delivery date of November 27, 2025, pick-up 3:00-5:00 PM.

**Motion for the funds raised through Mom's Pantry to go towards teacher requests and PAC activities and events**

**Motion:** Krissy Flynn

**Second:** Michelle Klassen

**Unanimously passed**

There is a possibility of doing a Kernals popcorn fundraiser later in the school year.

Glenlea Greenhouse fundraiser has been booked already to secure a fundraising spot. It proved very popular last year. Order period will be January 27, 2026-April 15, 2026 with delivery on May 14, 2026, pickup after 3:00 PM. Andrea will need help this year to sort and hand out orders.

**Motion to participate in the Glenlea Greenhouse fundraiser with funds raised going towards teacher requests and PAC activities and events**

**Motion:** Krissy Flynn

**Second:** Rhea Epp

**Unanimously passed**

**Teacher requests:**

Teachers will continue to submit requests via email to the PAC. Once a \$1600 threshold is reached, the PAC will re-evaluate funding allotments.

Jean and Rhea will once again investigate teacher's having Amazon wishlists for families to contribute to.

**Current requests:**

**Motion to approve Mme Burdeniuk's request of offsetting the cost of the grade 2 and 3 classes' field trip to the symphony on April 9, 2026 in the afternoon. Total amount requested: \$250.25.**

**Motion:** Mary Oscarson

**Second:** Krissy Flynn

**Unanimously passed**

**Motion to approve the musical production team's (represented by Mme Lachance and Mme Hernandez) request to offset the cost of costumes, props, and sets for the December musical (Kinder-Grade 2) and the January musical (Grades 3-5). Total amount requested is \$500 (\$100 for December performances and \$400 for January performances).**

**Motion:** Krissy Flynn

**Second:** Mary Oscarson

**Unanimously passed**

**Motion to approve the cost of paying the City of Winnipeg to open the public washrooms at Bruce Park for the Grade 3-5 students' outdoor education day on or about June 17, 2026 as requested by Mme Lachance and Mme Noel. Total amount requested is \$250.00.**

**Motion:** Rhea Epp

**Second:** Krissy Flynn

**Adjournment:** 7:10 PM

**NEXT MEETING DATE – November 5, 2025 at 6:00 PM, École Assiniboine**