

École Assiniboine Parent Council Minutes December 4, 2024

Call to Order

The meeting was called to order at 6: 03 PM by Andrea Johnston

Attendees

Andrea Johnston (President)
Hailey Gagnon-Hannah (Vice President)
Michelle Klassen (Treasurer)
Mary Oscarson (Secretary)
Jean Burnett (Principal)
Jennifer Peters (Vice Principal)
Jennifer Hernandez (Teacher)
Rhea Epp
Kristina Flynn
Christine Orjado
Evelyn Stern
Jeri Stern
Merlyn Schlamp
Cheyenne Strong
Angela Hickey (online)

Motion to approve agenda for December 4, 2024

Motion: Hailey Gagnon-Hannah

Second: Rhea Epp

Unanimously passed

Motion to approve minutes from previous meeting on October 2, 2024

- The following adjustments are made:
 - The meeting was held on October 2, not October 3
 - Correct a misspelling of Jean Burnett's name
 - \$230 was approved to cover the cost of field trip tickets, not bussing as indicated

Motion: Mary Oscarson

Second: Hailey Gagnon-Hannah

Unanimously passed

President's Report

Our first Pizza lunch went well in November and our second one was today and it went great. We are very fortunate to have some great parent volunteers to help run the hot lunch program. Our first fundraiser was with FundScrip and our second one was Mom's Pantry. This month we will be at the Winter Concerts on December 18th and 19th and hosting a bake sale.

Motion to approve Hailey's daughter to provide childcare services during the PAC meeting and receive volunteer hours for doing so

Motion: Rhea Epp

Second: Kristina Flynn

Unanimously passed

Treasurer's Report

Current Account Balance as of Dec 4, 2024: **\$12174.42**

Playground Improvement Fund	\$4000.00
General Revenue/Fundraising	\$531.15
Milk Program carry forward	\$2014.92
Milk Program 2024/2025	\$3907.42
Pizza Lunches	\$752.76*
Pizza Donation	\$288.51**
Fundraising	\$42.80 ***

*Pizza – November proceeds \$353.87, December proceeds \$398.89 (in account is deposit of \$1035.75 pending cheque of \$636.86)

**Pizza donations purchase for December was 26.86 so new totals will be \$261.65.

***Fundraising - Mom's Pantry cheque deposit which will be part of the proceeds when order is delivered.

- Outstanding cheque of \$763.57 to HDS for November milk payment
- Outstanding cheque of \$636.86 for December pizza payment – A. Johnston
- Outstanding cheque of \$15.24 for Oat Milk purchase – M. Charrette
- Waiting on proceeds from Fundscrip \$729.10

- M. Charette reports the handle is falling off the fridge. He is hoping to have it repaired or source a new handle vs purchasing a new fridge. The PAC will need to consider a new fridge in the near future as the current one is probably about 20 years old.

Motion to source a white/chocolate milk with a longer shelf life (as organized by M. Charette)

Motion: Andrea Johnston

Second: Hailey Gagnon-Hannah

Unanimously passed

Principal's Report

- We currently have 295 students and 36 staff members.
- Since our last meeting, we have had many sporting events such as the Cross Country at Assiniboine Park.
- Our grade 4 and 5 students participated in the annual Handball Friendship Tournament at Stevenson School.
- Our school dance-a-thon was a huge success and thanks to the generosity of the community, we were able to raise just over \$4,000.
- We had a few grade 9 students join us for Take your Kid to Work Day.
- Our École Assiniboine choir, Orff and Hula Hoop Club presented at our Remembrance Day Ceremony.
- Our Celebration of Learning Conferences were very well attended.
- Parent Council has had a few Pizza Lunches which were a huge success!
- Our Kindergarten to grade 3 students have been participating in the Empathy for all Living Things program. We have seen many adorable dogs come through the building and many smiling faces.
- We look forward to our upcoming Winter Celebration Concerts on December 18 and 19 (1pm and 6:30 pm) for our K-2 students and January 15 and 16 (1pm and 6:30 pm) for our grades 3-5 students.
- March 7 is Spring Photos (class photos and individual photos).

Committee Reports

N/A

New Business

- Playground Enhancement Sub-committee: Rhea Epp and Kristina Flynn

- Fundraising Sub Committee: to be headed by Merlyn Schlamp when needed

Playground Enhancement Update: Rhea Epp and Kristina Flynn with discussion from attendees

Planning

- Divisional Guidelines—must follow and reference divisional guidelines to ensure alignment with policy and regulations
- Development Roadmap—the goal is to create a multiphase plan for playground development, ensuring a clear timeline and actionable steps
- Mme Burnett can submit a sketch to her contact at the board office prior to spending money on a plan.
- Vendor Options
 - Confirm the name of the company holding plan development prices for us.
 - Explore Scatlif as another potential option (noting existing parent ties to this firm).
 - Discussion that we will submit a rough idea to vendors to obtain three quotes.
 - Additional quotes are in progress.
- Parent Involvement—there will be opportunities for parents to donate time, services, or expertise to the project.
- Teachers have been surveyed to gather their input and priorities for playground development.
- We plan to seek feedback from students to ensure their voices are included in the planning process.
- We should have a vision in mind after getting student input (including an itemized “wish list” of items)

Funding

- Available Funds:
 - We currently have \$4,000 approved for use during the planning phase.
 - PAC will allow to allocate these funds as needed.
 - Discussion concluded that dedicated fundraising will be a focus.
- Reallocating Field Trip Funds

Should we consider diverting the majority of field trip funds toward playground development, while maintaining a small subsidy for individual students who need support?

- Discussion decided no, we will keep subsidy for school field trips status quo for this year.
- Grants
 - Note that grants requiring a charitable ID must be approved in principle by the division and submitted through their processes.
 - Discussion that if we apply in principle for charitable status, we can begin applying for grants. Need to make sure any money received is used in a timely fashion as there are often deadlines associated with the grant.
 - Jon Wilson (parent) is available to provide accounting advice as needed.
 - We will need to identify individuals or teams who can assist with grant writing.
 - Discussion that perhaps savvy grandparents and other family members could assist, volunteers, or AI grant writing programs (to be investigated further)

Playground Fundraising

- Fundraising Ideas—floor opened for suggestions to generate additional funds for the project
 - Straight donations to the playground fund
 - Pay NOT to fundraise—a popular idea and we will table a vote for it until the last PAC meeting of the 2024/2025 school year
 - 50/50 may be good money makers, but we will know more after the winter concerts

ACTION: Create a vision based on staff/student input and submit a rough sketch to the board office by end of January 2025.

General School Fundraising

- FundScrip was a good fundraiser, and we had a lot of support from families. We had a total of \$18,245.00 in sales and our fundraiser cheque we will be receiving is \$729.10 (via Canada Post, when the strike is over).
- We will be hosting a bake sale during the winter concerts on December 18 and 19 January 15 and 16.
 - Cash only.
 - We have extra bags, plates, etc. that we can use to organize the baking items if needed.
 - Reminders to have ingredients listed on items.
 - Store-bought is fine too.

- 2 people needed to work the bake sale table. Rhea has volunteered to work the daytime concerts.
- 50/50 at the Concerts. Hailey reports that:
 - A license is needed for each event.
 - Hailey obtains the licenses and reports it to be a quick and easy process
 - No draw can be worth more than \$10, 000.
 - No single win can be in excess of \$500, but there could be multiple wins of \$500 each.
 - Tickets cannot be sold for more than \$2.
 - Tickets will be sold for \$2 each or 3 for \$5.
- Fun Lunch

Motion to approve the Fun Lunch date on Wednesday, January 29

Motion: Rhea Epp

Second: Kristina Flynn

Unanimously passed

- January and December we will take a break from any formal fundraisers other than the Bake Sale. At the January meeting we can discuss our next fundraiser idea for February. Considerations:
 - Little Caesars
 - Kernels Popcorn
 - New Bothwell Cheese and Winkler Meats
 - Spent Bros Pizza
 - Krispy Kreme

Discussion re: a “stuffy sleepover” fundraising idea. Families pay \$5 to have a stuffy sleep over at the school and have photos sent to their child of the shenanigans that ensue. Stuffedies will be in marked ziplock bags for safety. Volunteers will be needed to take photos of the stuffies. More info is available online by searching Google.

Motion to hold a stuffy sleepover at the school in late January/early February.

Motion: Hailey Gagnon-Hannah

Second: Mary Oscarson

Unanimously passed

Other Business:

- Teacher Appreciation Week—Hailey organized it previously; she will organize again using the same online sign-up as last year. It was user-friendly and worked well. Staff appreciated the efforts.

Motion to hold Teacher Appreciation Week February 10-14, 2025

Motion: Kristina Flynn

Second: Hailey Gagnon-Hannah

Unanimously passed

- End of the School Year BBQ

Motion to hold the end of the school year BBQ on Thursday, June 12 (pending school division approval)

Motion: Hailey Gagnon-Hannah

Second: Kristina Flynn

Unanimously passed

- Request for support—Mme Burdeniuk has requested \$300 financial support for the January musical *Here Come the Grannies*.

Motion to support the January musical with \$300

Motion: Andrea Johnston

Second: Mary Oscarson

Unanimously passed

Adjournment 7:07

Next meeting: February 5, 2025