



École Robert Browning Parent Council Association

130 Browning Blvd
Winnipeg, MB R3K 0L8

October 2, 2025 – ERB Staff Room

Attendance: Samantha Boxell, Melanie Kennedy, Karli Verville, Christian Robins, Bonnie Neil, Andrew Sealey, Breanne Tremblay, Zach Linnick, Mila Rowe, Rebecca Foat, April Williams, Jill Boychuck, Janelle Ryner, Kaitlyn Lee, Kyla Cooke, Gillian Chester, Roman Stoler

I. Call Meeting to Order – 6:04 p.m.

- A. Welcome
- B. Minutes for June 19 will be approved at November 13th meeting.

II. Executive Reports

A. Administration – Bonnie Neil

- 1. Enrolment: 228 students (down 16 from last year).
- 2. Clothing Orders: Current order submitted; expected arrival in ~2 weeks. Next order planned for mid-November.
- 3. Literacy Screening (Acadience): Grades 1–2 teachers have begun division-wide Acadience training (early-literacy screener to inform instruction and identify students needing further assessment). Next session October 10. Assessment aligns with the Manitoba mandate for school screeners by 2026.
- 4. Picture Day: Held September 15; re-take date TBD.
- 5. Colour Days: Successful and supports Kindergarten French learning.
- 6. Student Safety: Letter sent home regarding a suspicious individual in John Steele Park. Constable Lisa addressed students on personal safety (report concerns to an adult immediately) and has increased presence around the school.
- 7. Terry Fox Run: Completed successfully; over \$500 raised.
- 8. Truth and Reconciliation (Sept 29): Students participated in stations (Indigenous games, drumming, smudging, art, land-based learning). Afternoon walk to the river passage for a school assembly; each class shared its commitment to Truth and Reconciliation.
- 9. Parent Skills/Knowledge Survey: Letter sent home inviting parents to share skills/knowledge with the school. Volunteer clearance required; packages available in the office.



École Robert Browning Parent Council Association

130 Browning Blvd
Winnipeg, MB R3K 0L8

10. Bus Ridership & Safety: Bus safety programming completed. Assigned seating for bus students begins Monday, October 6; seat information to be sent home Friday.

B. President – Samantha Boxell

1. Peak of the Market: Over \$3,000 in sales with 124 bundles sold. Delivery is scheduled for Wednesday, October 8 (12–5 p.m.). Dollies will be available; Bonnie to confirm availability. Volunteers assisting between 11:30 a.m.–4 p.m. require background checks; after 4 p.m. checks are not required. Vegetables arrive pre-bagged; volunteers will sort individual orders in the gym.
2. Fun Lunches: First three dates confirmed – October 30, November 27, and December 18. Volunteers to assist with sorting and distribution; arrive by 11:20 a.m.
3. Book Fair: Scheduled for April 9–10, 2026 (concurrent with parent-teacher conferences). Delivery March 27.
4. Staff Appreciation: Planned for March 23–27, 2026 (week before spring break). Meagan to coordinate.

C. Treasurer – Update from Samantha Boxell

1. RBC is processing updates to signing authority; one signatory was omitted in error and forms are being reissued.

III. New Business

A. Fall Ball – October 23, 2025

1. Time: 6:00–8:00 p.m. (gym booked 5–8 p.m.)
2. Tickets: \$2 per student; parents attend free. Cash only. Tickets due October 17 (extended deadline if needed). Tickets printed on card stock. Capacity 275 (228 students at ERB).
3. Promotion: Message to families October 6; Instagram post – Melanie; Posters Samantha and school leadership team.
4. DJ: Same as Dance-a-thon (~\$200).



École Robert Browning Parent Council Association

130 Browning Blvd
Winnipeg, MB R3K 0L8

5. Music: Song requests collected with ticket purchases.
6. Food & Drinks: Snack table with chips, chocolate bars, pop, juice, and caramel popcorn (Jill Boychuk to make; supplies purchased by PAC). Food and drinks to remain outside the gym (per Bonnie’s request).
7. Glow Sticks: Mila to research suppliers and pricing.
8. Volunteers: Mila, April, and Melanie to assist with snack table and admissions; setup and teardown volunteers welcome (no background checks required after 4 p.m.).
9. Payment Options: Square not available; Samantha to inquire with RBC regarding alternative methods.

IV. Next Parent Council Meeting: November 13, 2025 – ERB Staff Room

V. Meeting Adjourned – 7:01 p.m.

VI. Summary of Actions and Decisions

Topic	Decision / Action	Responsible	Due Date
Fun Lunch Support	Recruit volunteers for Oct 30	Council	Oct 30
Fall Ball Promotion	Create and post communications	Melanie / Samantha	Oct 6
Glow Stick Supplies	Research cost and source	Mila	Before Oct 17
RBC Payment Option	Check on alternate debit method	Samantha	Before Oct 23