

## ÉVPC Meeting Minutes November 18, 2025

Location: TEAMS

### Attendance

Chelsey Bernhard

Allison Dalzell

Pamela McLachlan

Julia Jupe

Colin Burdeniuk

Melanie Mitchell

Nicole Wilson

Jessica Hurd

Sashaun Harvey

### Regrets

Kyra Dangerfield

1. **Call to order** - Chelsey Bernhard
  - 1.1. *Call to order 6.03PM*
2. **Approval of meeting previous minutes** - Chelsey Bernhard
  - 2.1. *Motion to approve notes, with amendment to 4.3.1.1 - Seconder- Pamela. Motion Passed.*
3. **Approval of current agenda** - Chelsey Bernhard
  - 3.1. *Motion to approve today's agenda - Seconder- Colin. Motion Passed.*
4. **Executive Reports**
  - 4.1. President's Report - Chelsey Bernhard
    - 4.1.1. Welcome to New Coordinators
      - 4.1.1.1. *Welcome to new coordinators. Colin will work on the Fun Lunch program and Melanie is working on Fundraising.*
    - 4.1.2. CRA Annual Audit
      - 4.1.2.1. *Working on an audit, executive members got messages, it is online this year so easier to complete.*
    - 4.1.3. *Motion to approve President's report - Seconder- Colin. Motion Passed.*
  - 4.2. Treasurer's Report - Nicole Wilson
    - 4.2.1. Account activity since last meeting
      - 4.2.1.1. *Last account status, income and payments.*

#### 4.2.2. Outstanding monies

4.2.2.1. *E-transfer to Smokin' Bobs, 2 transfers from Zeffy for movie night, and a transfer RE: MunchALunch. 200 cheques ordered. Still an uncashed cheque for Rebecca, but she will sort this out.*

4.2.2.2. *Expenses for movie night outlined.*

#### 4.2.3. Current account balance

4.2.4. *Motion to approve report - Seconder- Colin. Motion Passed.*

#### 4.3. Principal's Report - Pamela McLachlan

4.3.1. *Welcome Madame Hurd.*

#### 4.3.2. Current Enrollment

4.3.2.1. *Note for amendment of Minute from October 21, 2025 - Enrollment was at 228, not 220.*

4.3.2.2. *Current enrollment as of November 18, 2025 - 227 students.*

#### 4.3.3. School Programming Update

4.3.3.1. *Working on a literacy program both in French and English and approaches to it.*

4.3.3.2. *Working on a handball tournament against Buchanan school.*

4.3.3.3. *Grade 4-5 students working on the Festival.*

4.3.3.4. *Music classes working on Winter Concert, and is the whole school effort. Families are welcome to stay for activities and hot chocolate.*

4.3.3.5. *Working on school lunch: perogies, kelbasa and sour cream.*

4.3.3.6. *The next assembly is November 28, 2025.*

#### 4.3.4. Upcoming Events

4.3.4.1. *December - the school is participating in the annual Rock, Paper Scissors tournaments - 5 fighters will be identified from the school who will compete with students across the division and 20 students will come along as the cheer team. This tournament will take place on December 4, 2025.*

4.3.4.2. *Hampers. The school is fundraising and doing a food drive that will directly benefit the school's families.*

4.3.4.3. *Mobile vision clinic forms were sent to homes.*

4.3.4.4. *Spirit week, solstice celebration and sing-a-long.*

4.3.5. *Motion to approve Principal's report - Seconder- Chelsey. Motion Passed.*

## 5. Committee Reports

### 5.1. Fun Lunches - Chelsey Bernhard (for Colin Burdeniuk)

- 5.1.1. *Fun Lunches update from Chelsey as Colin is working to take over. Finishing off the November Fun Lunch, working on putting together all the information for Colin about MunchALunch.*
- 5.1.2. *Working with Subway Cavalier, Chelsey ordered an extra couple of subs, cookies and juice boxes. The subs are just lettuce and meat. Pamela has been asked to assist as this is the first time we are working with Subway Cavalier.*
- 5.1.3. *Colin will get there earlier this time to ensure everything goes smoothly.*
- 5.1.4. *Chelsey asked Subway to come a bit earlier than the usual vendors we work with, as there is no hot food there is no concern about it arriving earlier. Expect them to arrive around 11am.*
- 5.1.5. *The last lunch Colin attended was a school lead one, runs a bit differently than PAC lunches, but Allison will be there earlier to support and help Colin. The list of volunteers is full, so Colin and Allison will be able to float around and support.*
- 5.1.6. *Next Fun Lunch is Boston Pizza and is booked for December, and is almost set up in MunchALunch.*

### 5.2. Movie Nights - Kyra Dangerfield

- 5.2.1. *Kyra sends her regrets for not being here.*
- 5.2.2. *Next movie night is next week on Friday, tickets are being purchased already. Kyra is handling this one all on her own.*

### 5.3. Fundraising Events - Melanie Mitchell

- 5.3.1. *Looking at the dashboard - currently at \$849.25 with profit \$142.67.*
- 5.3.2. *Next fundraisers are for the new year and will be discussed at a later time.*
- 5.3.3. *Q: from Madame Hurd- are the fundraiser to fund the school, or fun things for the students. A: Each event has its own relative purpose, for example FunLunch is not supposed to be a huge fundraiser in the sense of making money, but we presented the opportunity for donation this year. Movie nights- are costing about \$600 for all teachers to use as well. Trying to cover the costs, and keep it as low as possible, but also to fund a bit of fun events for the students. Purdy's is a straight fundraiser, where the community events are to unite the community.*

### 5.4. School Community Events - Chelsey Bernhard

- 5.4.1. *Planning on in February - would like to start working on it behind the scenes. Next meeting in January, so we will work on it in the*

*background to work out the details. Need to nail down the date as a group. Hoping to sort out the dates in the next week, and it would be an evening event.*

5.5. Book Fair - Kyra Dangerfield

5.5.1. *Happening at the conferences next week. Planning to meet at 3pm that day to start setup.*

5.6. Outdoor Learning + Grant Writing: Chair - Kyra Dangerfield

5.6.1. *Attended the board meeting and got a bit more understanding of where the division is at in terms of supporting the council's initiative of outdoor learning. The board had organized everything and advised that they have a bit of funds that need to be spent at the end of this year, there was a mini huddle at the end of the meeting and it was decided that we are going to proceed with garden boxes. Pamela indicates that we worked in May and June to get this off the ground and the division was going through changes, which stalled communications, but now things are moving and a lot of support is in place for the school and council. Access to funds of about \$5,000 and the Intent must be submitted by the end of January and funds will come in lump sums. The school met with staff at Sturgeon High School who will build the boxes.*

5.6.2. *Fundraising will continue and be ongoing, as well Kyra and Pamela will continue to work together.*

5.6.3. *The division has services available for grant writing, so these will be utilized instead of writing everything on our own.*

5.6.4. *Q: RE: expectations of grant writing by the school. A: new individual appointed with the division, who overhauled the whole collaboration process of school projects and Pamela feels work will be easier and collaboration simpler with the division.*

5.6.5. *Reminder - PAC purchased a dining tent for teachers to use in the summer.*

5.7. *Motion to approve Committees' reports - Secunder- Colin. Motion Passed.*

**6. Old Business - Chelsey Bernhard**

6.1. *NIL*

**7. New Business - Chelsey Bernhard**

7.1. Open Floor Discussion

7.1.1. *Comment- school lunch - Nicole reports that at the last school lunch some kids got pizza and others didn't. Pamela advises they have tried a different approach to give kids the choices of what they wanted which included a school survey. On lunch day at the end there was a call out made that anyone who didn't get pizza please come and get your lunch. Going forward it will not be as specific, but this one was a pilot. Chelsey advises that if the school does ticket style lunch again, the school is welcome to use PAC's Zeffy account.*

7.1.2. *Q: Grades 4-5 when are they going? AM? PM? A: Pamela is not sure yet, they are waiting for the final details and will send it as soon as possible. Parents are welcome to come and watch.*

**8. Next meeting - Chelsey Bernhard**

Next Meeting: Tuesday, January 20, 2025 6:00pm on TEAMS

9. *The meeting is adjourned at 6.50pm.*