

**École Discovery Trails Parent Advisory Council**  
**MEETING MINUTES**  
**For March 6<sup>th</sup>, 2024 at Ecole Discovery Trails at 7:00pm**

Attendance: Mike Lawson, Beth Lovell, Cassie Brillinger, Opeyemi Shokunbi, Nadine Lam, Jen Bates Lagae, Amy Odusola,

Staff: Samuel Jerema

Guests: Jessica Derksen, Mandy Cantelon, Arleu Zadorozhniy

Regrets: Theresa Gall, Sangeeta Parthasarathy, Jennifer Kroetsch

|    | <b>Agenda Item</b><br>What is to be accomplished | <b>Discussion/Decision</b>   | <b>Actions/follow-up required and by whom/when</b>   |
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| 1. | <b>Welcome and call to order</b>                 | The meeting was called to order at [7:00pm] by Mike Lawson   |  |
| 2. | <b>Adopt agenda</b><br>Additions or deletions    | <b>Additions</b><br><b>NONE</b><br><b>Deletions</b><br><b>NONE</b><br><b>MOTION:</b> to adopt the agenda as presented<br>Carried   |  |
| 3. | <b>Minutes of last meeting</b>                   | <b>MOTION:</b> to approve the minutes of the [Feb 6 <sup>th</sup> , 2025] meeting<br><br>Carried   |  |
| 4. | <b>Fundraising Committee</b>                     | <b>Samosa Fundraiser</b> <ul style="list-style-type: none"> <li>- Awesome turn out!</li> <li>- Sold a total of 1200</li> <li>- Mrs. Dhillion may need two days next time</li> <li>- Feedback – bold “hot and fresh” or indicate they are not frozen on the forms</li> <li>- People enjoyed the diversity and peaking interest with the students</li> <li>- Thank you to Jess D. and her team for running such an amazing fundraiser</li> </ul><br><b>Pizza Lunch</b> <ul style="list-style-type: none"> <li>- Today was day 1 of 2 pizza lunches</li> <li>- Student leaders helped and they already knew what to do</li> <li>- Things to consider – what happens if a kid is sick?</li> <li>- Where can PAC store their items <ul style="list-style-type: none"> <li>o Extra space in the canteen?</li> </ul> </li> <li>- Had extra pizza – fed student volunteers and some of the teachers</li> <li>- Feedback – what happens when a kid misses the cut off but still wants to pizza? <ul style="list-style-type: none"> <li>o There is always extra pizza. Can accommodate a few students</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>- Samuel to find us space to store items for PAC</li> </ul> |

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|    |  | <b>Tim Hortons</b> <ul style="list-style-type: none"> <li>- Tim Horton's choose their Smile Cookie Recipients a year in advance. Application needs to be filled out. Jenna working on the application for 2026.</li> </ul>   | - |
| 4. | <b>Teacher/ Principle's Report</b><br><b>Samuel Jerema</b> | <p>February Update</p> <ul style="list-style-type: none"> <li>- Students read a total of 3368 hours in the month of February</li> <li>- Students enjoyed the challenge, and it encouraged them to work together</li> <li>- Assisted in building a sense of community for the students</li> </ul> <p>Pink Day</p> <ul style="list-style-type: none"> <li>- Kindness assembly</li> <li>- Speakers and MC</li> <li>- Students showed great enthusiasm throughout the assembly</li> </ul> <p>Festival Du Voyager</p> <ul style="list-style-type: none"> <li>- Able to get funding to take all Gr. 3-6 students</li> <li>- Grade 3-6 French Program loved it</li> <li>- Grade 3-6 English classes were not able to go due to extreme weather conditions <ul style="list-style-type: none"> <li>o Tickets were non refundable therefore we forfeited approx.. \$2000.00</li> </ul> </li> <li>- Students were encouraged to come to the art room and learn how to use looms to make Ceinture Fléchée (Festival due voyager belt) <ul style="list-style-type: none"> <li>o This is a tradition in Western School Division</li> </ul> </li> </ul> <p>Field Trip Next Year</p> <ul style="list-style-type: none"> <li>- Plan a local Festival Du Voyager</li> </ul> <p>Industrial Arts Shop</p> <ul style="list-style-type: none"> <li>- Retractable explosion proof plugs not coming till May</li> <li>- Current plugs but not retractable</li> <li>- Currently in the process of organizing and setting up the room</li> </ul> <p>Soccer Club</p> <ul style="list-style-type: none"> <li>- Mr. Jerema organized soccer for Gr. 5-6 kids. Gr. 3/4 wanted a turn therefore it was organized. <ul style="list-style-type: none"> <li>o Just so happens it was scheduled during choir practice so kids were split up into 2 groups.</li> <li>o Ended up being a good thing because over 50 kids signed up</li> </ul> </li> <li>- Grades 3/4 soccer – kids really enjoyed soccer</li> </ul> | - |

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|    |                            | <p>House Party for I Love to Read Month</p> <ul style="list-style-type: none"> <li>- House teachers asking for date</li> <li>- Christine A. offered to assist with ordering the hot dog lunch sometime in April to accommodate students celebrating Ramadan</li> <li>- PAC has decided date can be set by the teachers. They can determine what day works best for them and the students.</li> <li>- Receipts can be submitted to PAC chair email and a cheque will be written to reimburse the cost.</li> </ul> <p>Staffing for 2025-2026</p> <ul style="list-style-type: none"> <li>- Hired an industrial arts teacher – Mr. Merv Roller</li> <li>- Hired a teacher – Mr. Devon Addison on a provisional condition that he completes his courses</li> </ul>   |   |
| 5. | <b>Treasurer's report</b>  | <ul style="list-style-type: none"> <li>- Copy Treasure report</li> <li>- E-transfer going out is \$1.00</li> <li>- Cheques can be obtained in the EDT safe</li> <li>- Pizza lunch \$2.00 discrepancy. Likely from when a parent paid for 2 kids in one payment</li> </ul>   |   |
| 6. | <b>Unfinished Business</b> | <p>Bank Account</p> <ul style="list-style-type: none"> <li>- Up and running</li> <li>- Question about Western School Division was going to provide funds to EDT PAC</li> </ul> <p>Public Budget Meeting</p> <ul style="list-style-type: none"> <li>- Reviewing staffing distribution <ul style="list-style-type: none"> <li>o Raised concerned about less support with more needs</li> <li>o Possibly some EA's on leave and some parttime positions combined into one</li> <li>o Sam clarified we have more hours but are accounted on payroll in a different manner.</li> </ul> </li> <li>- Funding Sources</li> <li>- 2025 School Tax Rebate – capped at \$1500</li> <li>- Proposed Expenditures <ul style="list-style-type: none"> <li>o Adding 3.2 EFT for teachers</li> <li>o Inflation increases on fuel, utilities</li> </ul> </li> <li>- ¾ of the year, province stated they took away \$1 million</li> <li>- Hoping the close at next year (2025-2026) at \$17,627 surplus</li> <li>- Can be reviewed on the Western School Division website</li> </ul> <p>Coop Grant 2026</p> <ul style="list-style-type: none"> <li>- Hoping to apply for same next year</li> <li>- \$25,000 – \$150,000</li> </ul> | <ul style="list-style-type: none"> <li>- Mike to follow up with Western School Division to determine the outcome</li> <li>- Mike to connect with Sam to get more information about play structures</li> </ul> |

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|   |              | <ul style="list-style-type: none"> <li>- Signage required but may be an issue with the province</li> </ul> <p>Jam Can</p> <ul style="list-style-type: none"> <li>- Will be on Saturday, March 29<sup>th</sup>, 2025</li> <li>- Once registrations are in, Amanda to provide us with students names</li> <li>- PAC makes teams and send them out</li> <li>- PAC to run canteen on the day</li> <li>- Will require volunteers and get a cash box</li> </ul> <p>Teacher Appreciation</p> <ul style="list-style-type: none"> <li>- Teachers have gone above and beyond</li> <li>- Manitoba Teachers Association was Feb 12 – 18, 2025</li> <li>- EDT PAC did not have funds in place for February therefore unable to do something for the teachers.</li> <li>- Western School Division Education Week at end of April 15<sup>th</sup> to 19<sup>th</sup> <ul style="list-style-type: none"> <li>o Meal Train for April 15<sup>th</sup> to 19<sup>th</sup></li> <li>o Email to be sent to all families to ask for volunteers from other parents who want to get involved</li> </ul> </li> <li>- Other PACs has done potluck for Parent Teacher Interviews in the evening of           <ul style="list-style-type: none"> <li>o Parent Teacher Interviews to happen on March 20<sup>th</sup>,               <ul style="list-style-type: none"> <li>▪ Approx. 40 teachers</li> </ul> </li> <li>o Admin assistant to help with ordering and EDT to send PAC the bill for pizza, drinks and salad</li> </ul> </li> </ul> <p>Tax Donations</p> <ul style="list-style-type: none"> <li>- The school division would be willing to write the tax receipt for anything over \$20.00</li> <li>- Must be written to Western School Division with a memo that donations go to PAC</li> </ul> <p>Social Media</p> <ul style="list-style-type: none"> <li>- Missing write ups and pictures for some executive members.</li> </ul> | <ul style="list-style-type: none"> <li>- Jam Can meeting set for</li> <br/><br/><br/><br/><br/><br/><br/><br/><br/><br/> <li>- Jen Bates Lagae to look into setting the meal train app and writing the letter</li> <br/><br/><br/><br/><br/><br/><br/><br/><br/><br/> <li>- Members at large – need write up and picture for the Instagram page</li> </ul> |
| 7..   | New Business | <ul style="list-style-type: none"> <li>- None at this time</li> </ul>   |  |
| 7.  | Adjournment  | Mike Lawson adjourned meeting at [8:24pm]   |  |
| Next Meeting: Thursday, April 10 <sup>th</sup> , 2025 at 7:00pm in person at Ecole Discovery Trails |              |   |  |