

École Discovery Trails Parent Advisory Council

MEETING MINUTES

For October 17th 2024 at Ecole Discovery Trails at 7:00pm

Attendance: Mike Lawson, Jen Bates Lagae, Beth Lovell, Sangeeta Parthasarathy, Opeyemi Shokunbi, Theresa Gall,
Nadine Lam, Amy _____

Staff: Samuel Jerema, Jennifer Kroetsch

Guests: Carolyn Friesen, Kassie, Jazmyn Strydom, Carla Wiebe, Mandy,

Regrets:

	Agenda Item What is to be accomplished	Discussion/Decision	Actions/follow-up required and by whom/when
1.	Welcome and call to order	The meeting was called to order at 7:00pm by Samuel Jerema	
2.	Adopt agenda Additions or deletions	Not Applicable	
3.	Minutes of last meeting	Not Applicable	
4.	Teacher/ Principle's Report Samuel Jerema	<ul style="list-style-type: none"> • Canteen was open and pancakes were served. Vision is for parents to help run the canteen during the day and games • Morden Park is still happening. A lot of parent engagement (5-6 parent volunteers). November dates coming out soon and will be asking for more volunteers. • There are a lot of opportunities for PAC to be involved. <ul style="list-style-type: none"> ○ Eg. Hot Lunch Program – can shadow Natalie ○ Potential idea is to serve one grade a week ○ There is a nutrition grant available that will provide vegetables and chocolate milk to all students ○ There will be an Educational Assistant assigned to help order items for the students using the nutritional grant by the end of the month ○ Students can access snack at recess ○ Teaspoons were ordered for yogurts ○ Would need help with ordering food, collecting money and possibly having a donation collection for students who cannot afford to purchase hot lunch. ○ Good fundraiser • Play Structures <ul style="list-style-type: none"> ○ EDT has play structure for Kindergarten and Grade 1 	

		<p>students. Currently awaiting install</p> <ul style="list-style-type: none"> ○ Grants needed for accessible play structure for Grade 2 and up students ○ Currently in the process of writing grant proposals to make future playground more accessible (ie. Shaded) ○ Fundraising will be needed in order to fund the play structure ● Fundraising ideas <ul style="list-style-type: none"> ○ Movie Night ○ Could use fundraising funds to purchase giant projector screens ● Volunteering at EDT <ul style="list-style-type: none"> ○ Need to complete process of obtaining child abuse registry check, criminal record check and completing the Respect in School online certification program ○ Child Abuse Registry checks taking 8 weeks to process 	
5.	Treasurer's report	Not Applicable	
6..	Required Actions	<ul style="list-style-type: none"> ● Goal for the evening is to create a parent advisory council <ul style="list-style-type: none"> ○ First step is to set up constitution ○ The constitution can only be changed at the AGM ○ EDT has a working mission statement but has not been solidified. Likely won't be ready till the new year. ○ PAC will use a generalized mission statement in order to line up with EDT's mission statement. ○ Bank account needs to be set up. Account will be housed under the school account. Will require 2-3 signing officers. ○ Executive (voting council members) will consists of the following: <ul style="list-style-type: none"> ■ Chair ■ Vice Chair ■ Treasurer ■ Secretary ■ 5 Members at Large ○ All Executive members will serve at least a 1 year term. ○ PAC must consist of 2/3 EDT parents and 1/3 community members. ○ There will be at least 5 meetings per school year 	●

		<ul style="list-style-type: none"> ○ Quorum will be more than half of the voting council members ○ Procedures will follow Robert's Rules of Order ○ Any vacancies in the executive council will be filled during AGM ○ Best to have Trustee at meetings ● Constitution presented by Mike Lawson was unanimously accepted to be adopted as EDT's parent advisory council's constitution. ● Executive Council Members position assignments <ul style="list-style-type: none"> ○ Chair – Mike Lawson ○ Vice Chair – Theresa Gall ○ Treasurer – Cassie Brillinger ○ Secretary – Nadine Lam ○ Members at Large <ul style="list-style-type: none"> ▪ Jen Bates Lagae ▪ Beth Lovell ▪ Sangeeta Parthasarathy ▪ Opeyemi Shokunbi ▪ Amy _____ 	<ul style="list-style-type: none"> - Mike Lawson will email trustee
12.	Adjournment	Mike Lawson adjourned meeting at 8:35pm	
Next Meeting: Thursday, November 7 th , 2024 at 7:00pm in person at Ecole Discovery Trails			