

**MINUTES of Minnewasta Parent Advisory Council
Tuesday, November 12, 2019
7:00 PM**

Present: Rhonda Thomson, Carla Olusola, Rhonda Plett, Garth Derksen,
Tiffany Peters, Marcy Banman, April Harms

Regrets: Geoff Sutton, Kyle Turnbull,
Jessica Derksen

Guests:

SUBJECT:	SUMMARY OF DISCUSSION	DECISION & NEXT STEPS	ASSIGNED TO / DUE DATE
1.0 Call to Order	7:08 pm		
2.0 Mission, Vision & Goals	Review		
3.0 Additions to Agenda	9.4 Hot lunch coupons		
4.0 Acceptance of Oct.8, 2019 Meeting minutes	All in favour		
5.0 Treasurer's Report - April H.	<ul style="list-style-type: none"> • Balances as of November 11, 2019 Chequing account balance \$ 6346.06 Business Savings Account \$14433.61 • April H. has authority to e-transfer people to pay them for their expenses - cost will be \$1.00 per e-transfer (so she does not have to write cheques). • All parties involved will have to photocopy receipt and/or e-mail a photo of receipt and bring actual receipt to the next meeting and bring to treasurer. Each receipt must have purchasers name, if it has been paid, and what receipt is for. 	April may e-transfer instead of cheques	Ongoing

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5.1 Budget 2019-2020	<p style="text-align: right;">Revenue</p> <p style="text-align: right;">Fundraising \$1000.00</p> <p style="text-align: right;">Interest \$119.21</p> <p style="text-align: right;">Hot lunches <u>\$3150.00</u></p> <p style="text-align: right;">Revenue Budget \$ 4269.21</p> <p>Hot lunch 2019-2020 budget made assuming \$315.00 average profit from 10 hot lunches</p> <p style="text-align: right;">Expenditures</p> <p style="text-align: right;">Admin Appreciation Day \$100.00</p> <p style="text-align: right;">Special Events \$475.00</p> <p style="text-align: right;">Church for Concert \$700.00</p> <p style="text-align: right;">Family Movie Night \$150.00</p> <p style="text-align: right;">Free Hot Lunch \$700.00</p> <p style="text-align: right;">Grade 4 Farewell (book?) \$100.00</p> <p style="text-align: right;">I Love to Read Month \$270.00</p> <p style="text-align: right;">Meeting Supplies \$200.00</p> <p style="text-align: right;">Special Guest/Visitor/Baby Books \$500.00</p> <p style="text-align: right;">Staff Appreciation (lunch and other activities) \$500.00</p> <p style="text-align: right;">Staff Farewell \$250.00</p> <p style="text-align: right;">Sports Equipment for classes <u>\$250.00</u></p> <p style="text-align: right;">Expenditures TOTAL \$4195.00</p> <p>All in favour of new proposed budget with changes and or increases.</p>	<p>Need to fundraise more than \$1000. in 2019-2020 year</p> <p>Church - volunteers needs to help with crowd control. Look at new/different venue - Geoff</p> <p>Family Movie night - budget for film licence next year</p> <p>Grade 4 Farewell book? - deferred to May</p> <p>Baby Books - deferred to Dec.</p> <p>Staff Appreciation - \$50/month</p>	<p>Carla - Nov, 2019</p> <p>Sept. 2020</p> <p>May, 2020</p> <p>Dec. 10, 2019</p>

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6.0 Principal's Report – Geoff Sutton - Rhonda Thompson presented on behalf of Geoff	<ul style="list-style-type: none"> • Enrollment is 329 students • Rhonda T. presented to the board re: Project Based Learning • Movie night was great • Report card writing was Nov.8. reports go home Nov.19 • Student Led Conferences Nov.21 & 22 -no class for students on Nov.22 • Grade 3 provincial assessment data needs to be submitted by the end of the month. If you have a child in grade 3, your teacher will be going over this info with you. • Presentations to PAC should be available. • Costume parade was great • PAC fundraising. Staff and students both need to be involved with goals and what they would like to see in the school 	<p>Presentations a couple of times a year. New format for PAC meetings on those nights (TBA)</p> <p>Deferred to Dec meeting with goal setting</p>	<p>Geoff & Carla November 2019</p> <p>Dec. 10, 2019</p>
7.0 Team Activity Reports			
7.1 Event Planning - Garth D. 7.1.1 October Movie Night	<ul style="list-style-type: none"> • Went well • Need to buy more donuts (9 or 10 doz @ \$2.00 each) • 50/50 raffle? \$10.00 licence from City needs to be purchased • Letter and expectations of movie/events nights to remind parents to supervise their children (running in hallways, clean up after them, drop-off/pick-up) • Need more volunteers to help with clean-up • Microphone to communicate • Review of canteen prices 	Raffle-Garth to discuss with Geoff	Dec. 10, 2019
7.2 Fundraising - Tiffany P.	- no fundraising report from last month		

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7.3 Staff Appreciation - Rhonda P.	<ul style="list-style-type: none"> - Meeting today with Kim Klassen & Dyane Wiens - Inquired to increase the budget - granted of \$500.00 (\$50/month) - Parent volunteers to help with snacks during school year (assigned dates) - Wellness week in March - provide activities - Staff Appreciation Lunch in May - ? Sponsor a staff after school event (paint night, etc)- snacks/help cover some costs - All events will be based on budget and volunteer availability 	Ongoing	
7.4 Hot lunch - Marcy B. & Carla O.	<ul style="list-style-type: none"> - November was the pizza lunch - well received - NO late payments will be excepted - Reminder to parents if paying for more than 1 child - only one form of payment is required, but each need a form to order - E-transfer is popular 	Hot lunch form to remind parents only 1 form of payment is needed family	
8.0 Follow up from Oct.8, 2019 meeting			
8.1 Budget 2019-2020	See 5.0		
8.2 Hot lunch - 3rd option	<ul style="list-style-type: none"> - Marcy B. spoke to Scott Robertson (McDonald's), essentially it would cost more then menu price - Subway was not popular in the past (~ 30 orders less then DQ or pizza) - Hot Dogs - need to check with Division for food handling/safety issues - Wrap Option ? 	<p>Marcy B. to decline McDonald's offer</p> <p>Carla to discuss hot dogs with Division</p>	<p>Nov 2019</p> <p>Nov 2019</p>

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8.3 Fundraising - November Fundraising - Tiffany	<ul style="list-style-type: none"> - McDonald's gift cards. Tiffany spoke to Sven in Morden regarding selling gift cards. He was on board with 10% or 15% proceeds. Gift cards are good all across Canada. Possible fundraiser in Jan or Feb 2020. - Bothwell Cheese. Each cheese unit would sell for \$8.75 - \$6.75 (cost) with \$2.00 profit. Free delivery from factory. December fundraising (must be done before Dec 20). Update from meeting - Bothwell will promise to have delivery before Christmas break, forms will be here ASAP, Tiffany will have them ready for next week - Veseys Seeds a Canadian Garden Seed Company. Eco-Green, 50% profit, no freight charges, need to order seed in theme packages, not individual seed packages . - CO-OP gift cards. Can only do once per year. TBA to see how McDonald gift cards go - Tim Hortons gift cards ? - Jenelle Strome likes Hot Chocolate - not Coffee 	<p>Tiffany to follow up with Sven</p> <p>Tiffany to follow up with Bothwell and get forms out to students ASAP</p> <p>Tiffany to order sampler packages of seed and discuss for possible spring fundraiser</p> <p>Garth to speak to Tim Hortons</p> <p>Jenelle - hot chocolate</p>	<p>Nov 2019</p> <p>Nov 2019</p> <p>Nov 2019</p> <p>Nov 2019</p> <p>Ongoing</p>
8.4 Strategic Planning 8.4.1 Social Media Platform	<ul style="list-style-type: none"> - PAC Facebook page (created by Jessica D.) is running - Postings of reminders to parents that Hot lunch forms are due, etc. - Private page, but you can invite other to the PAC page - Discussion regarding items from the office (newsletter items, pick-up safety issues, etc.) can be submitted on page - Parking lot at church - is it available for parents - crossing guard volunteers at pick up 	<p>Garth to ask Geoff</p> <p>Garth to ask Geoff</p> <p>Parking lot - agenda for Dec mtg</p>	<p>Garth - Nov. 30, 2019</p> <p>Carla - Dec 10, 2019</p>
8.4.2 Year at a Glance	Deferred to Dec. 10 mtg		Carla - 10, 2019
9.0 New Business 9.1 December Family Event	<ul style="list-style-type: none"> - Gym is booked for Dec. 13, Feb. 28, May - December 13 - Christmas Dance, Winter Event with Games - Garth to ask Kyle T. to use the equipment if needed 	Garth to e-mail PAC regarding their input	Garth - Nov. 17, 2019

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9.2 Student Led Conference Supper Volunteers	<ul style="list-style-type: none"> - Nut, bean (kidney etc) allergy - Vegan option - 20-25 staff for supper and dessert - Jess to contact volunteers for Supper & dessert November 21 and breakfast on November 22. 	Jess to call volunteers for supper, dessert and breakfast	Jess - Nov. 17, 2019
9.3 Parent Survey	Deferred to Dec. 10 mtg		Dec 10, 2019
9.4 Hot lunch coupons	Deferred to Dec. 10 mtg		Dec 10, 2019
10.0 Next Meeting	Tuesday December. 10, 2019 @ 7 PM Music Room at Minnewasta		
9.0 Adjournment	9:30 PM		

Additions for next meeting

- Popcorn maker - does Minnewasta want to buy our own?
- Cindy Unrau - Graphic Designer