

**MINUTES of Minnewasta Parent Advisory Council**  
**Tuesday, October 13, 2020**  
**7:00 PM**

**Present:** Geoff Sutton, Jen Kroetsch, Rhonda Thomson, Kyle Turnbull,  
 Carla Olusola, Rhonda Plett, Garth Derksen, Tiffany Peters,  
 Jessica Derksen, Rhonda Wiebe, Kari Unger

**Regrets:**

**Guests:**

<b>SUBJECT:</b>	<b>SUMMARY OF DISCUSSION</b>	<b>DECISION &amp; NEXT STEPS</b>	<b>ASSIGNED TO / DUE DATE</b>
1.0 Call to Order	7:02 P.M.		
2.0 Mission, Vision & Goals			
3.0 Additions to Agenda	9.6 PAC Newsletter		
4.0 Acceptance of Sept.22, 2020 Meeting minutes	All in favour		
5.0 Treasurer's Report –Garth D.	<ul style="list-style-type: none"> <li>• Balances as of October 13, 2020:                Not for profit chequing account balance \$ 12,604.07                Business Platinum Savings \$0.00</li> <li>• Dairy Queen donation thank-you card should be sent</li> </ul>	Thank-you card to Raj @ DQ	Rhonda P. – Oct.30/20
6.0 AGM Business 6.1 Treasurer Election	<ul style="list-style-type: none"> <li>• Kari Unger agreed to be treasurer for the 2 year term. There were no other nominations on the floor. Welcome Kari!</li> <li>• Motion by Garth Derksen to add Kari's name to the Access Credit Union account with full signing authority. Tiffany 2<sup>nd</sup>. All in favour.</li> </ul>	Letter to ACU to add Kari Unger's name with signing authority for account.	Rhonda – Oct.17/20

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6.2 President Election	<ul style="list-style-type: none"> <li>Carla Olusola will be president for the next 2 years.</li> </ul>		
<b>7.0 Teacher / Principal's Report – Geoff Sutton</b>	<ul style="list-style-type: none"> <li>Current enrollment is 291 – homeschooling numbers may be up, thus our school enrollment is down from last year.</li> <li>School life – good routine, teaching staff and students are adjusting well</li> <li>Minn. School Plan is on the Western School Division website. All updates/changes will be highlighted in yellow. If parents have any questions, please call the school.</li> <li>Oct. 15 will be the first day of busing changes for bus students – due to backlog of students at EMMS</li> <li>Oct. 15 will also see end of the day bus changes at our school. The buses will leave the school at 3:35 (not 3:45 as previous) Bus students will be dismissed from their classrooms at various times at the end of the day. Town students will be dismissed at 3:40</li> <li>AM Teacher bus duty will now be from 8:20 – 8:50 A.M. – as all the buses will be arriving before first bell.</li> <li>If remote learning transpires, teachers will be implementing the SEESAW online platform with the use of Microsoft Teams</li> <li>Spirit Week – October 26-30 including: Monday – Favourite colour, Tuesday – Sports Day, Wednesday – Crazy Hair / Hat Day, Thursday PJ Day, Friday – Costume Day. Please note there will not be a costume parade on Friday, but students are encouraged to wear their costume all day - try to avoid costumes that are difficult to use in the restroom. Daily prizes will be awarded to the classroom with the highest % of students participating.</li> <li>Staff Update – Warren Tilley has set a retirement date for Dec. 31, 2020. He is currently absent from the school, no update if he will return.</li> </ul>	<p>PAC to organize retirement gift and card closer to Dec.31/20 Number of years teaching?</p>	<p>R. Plett.- Dec 31/20</p>

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<b>8.0 New Business</b>			
8.1 Hot Lunch 8.1.1 Possibilities for 20-21	<ul style="list-style-type: none"> <li>• Marcy Banman is interested in leading the Hot Lunch program Welcome Marcy!</li> <li>• Two different lunch times</li> <li>• All food items brought into the school must be prepared in a certified kitchen / restaurant and individually wrapped.</li> <li>• Carla will ask Dairy Queen about logistics (as the 1<sup>st</sup> restaurant)</li> <li>• Another team meeting will be required to figure out the logistics of serving, transferring, etc.</li> <li>• November a possibility to have the first hot lunch?</li> </ul>	Head of Hot Lunch Program  Speak to DQ	Marcey B.  Carla – Oct.31/20
8.1.2 Refund for March 2020	<ul style="list-style-type: none"> <li>• Hot Lunch will be provided to those that pre-ordered last March 2020 with that existing income</li> <li>• 14 designated “pay it forward” meals from March 2020 will be given to the school office to decide where the meal is needed most.</li> </ul>		
<b>8.2 Fundraising – Tiffany Peters</b>	<ul style="list-style-type: none"> <li>• According to <b>WSD Policy AP 6-201</b> All fundraisers need to be approved by the designated school – in our case Minnewasta School.</li> <li>• Due to lack of hot lunches for Sept., Oct. and possibly November, a fall Fundraiser will occur.</li> <li>• Staff input included: outdoor equipment, Independent indoor recess items</li> <li>• Tiffany, Rhonda &amp; Kyle to make of list of possibilities. Proposal will be given to Geoff and then he will present to Allan Toews at Division Office</li> <li>• Ongoing fundraising for more swings in the school yard.</li> <li>• Bothwell Cheese fundraiser for November?</li> <li>• Catholic Church parking lot a possible location for cheese pick – as the Minnewasta parking lot is very congested</li> <li>• Letter to parents should include options for pick up cheese or send home with child</li> </ul>	Proposed: List of outdoor equipment and location on the school yard List of indoor recess items  Call Bothwell Fundraising Dept.	Rhonda, Tiffany, Kyle Nov.1/20  Tiffany – Nov.1/20
<b>8.3 Stardust Movie Night</b>	<ul style="list-style-type: none"> <li>• Tabled until Spring – due to end of season closure and bathroom logistics at the Stardust of mixing cohorts</li> <li>• Stardust Drive-In will partner with us</li> </ul>		

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8.4 Meeting Format	<ul style="list-style-type: none"> <li>• Minn. to continue to have in-person PAC meetings until told otherwise – with social distancing measures in place</li> <li>• Morden Collegiate Institute has a PAC meeting the same night as us.</li> <li>• Virtual and/or combined meetings for all Minnewasta families to attend.</li> </ul>	<p>Inquire about MCI PAC meeting minutes, times, and locations.</p> <p>Virtual meeting logistics – links on website, e-mails sent out, etc.</p>	<p>Carla O - Nov. 10/20</p> <p>Garth D. Nov. 10/20</p>
9.0 New Business			
9.1 Outdoor Equipment	<ul style="list-style-type: none"> <li>• See Fundraising 8.2</li> </ul>		
<p>9.2 Staff Appreciation – Rhonda P.</p> <p>9.2.1 Planning</p>	<ul style="list-style-type: none"> <li>• All items (food/beverage) brought into the school must be commercially prepared and individually packaged.</li> <li>• Appreciation Days throughout the year have been highlighted or made to fit our schedule</li> <li>• Volunteers will be asked to bring <b>purchased items</b> – no homemade - to help with staff appreciation events (keeping the staff room stocked with beverages, snacks, lotions, etc.)</li> <li>• Possible days of extra recognition teaming with Coffee Culture, Tim Horton's, McDonald's, or other businesses (for special coffees, etc.)</li> <li>• Updated volunteer list will need to be made</li> <li>• PAC involvement with Student Led Conferences – will look different this year (cold items, individually wrapped, MB Health guidelines, etc)</li> </ul>	On-going planning	Rhonda P.
9.2.2 Recess Duty	<ul style="list-style-type: none"> <li>• Parent volunteers for recess duty will not occur</li> </ul>		
9.3 Spirit Week (Oct 26 - 30)	<ul style="list-style-type: none"> <li>• PAC will cover the cost of the candy purchased for the daily prizes.</li> <li>• PAC will cover the cost of candy for all students (290 pieces) on Friday Oct. 30. – nut free options only</li> </ul>	<p>Reimburse Ms. Rose \$32.00</p> <p>Costco candy run</p>	<p>Kari Unger – Nov.1/20</p> <p>Tiffany – Oct 22/20</p>
9.4 Volunteer List	<ul style="list-style-type: none"> <li>• Updated volunteer form will be made to include: <ol style="list-style-type: none"> <li>1. Hot Lunch volunteer</li> <li>2. Staff Appreciation Planning Committee (not Coordinator)</li> </ol> </li> </ul>	Draft for Volunteer Form	Carla – Oct.30/20

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	3. Staff Appreciation donations - with commercially purchased Food, Beverage, and Alternatives (no homemade items are allowed at this time) - Details will be provided when you have been contacted 4. Minnewasta Picture Day 5. General - volunteer when needed 6. Fundraising committee (not Coordinator) (not discussed in meeting) 7. Student Involved Conference Supper Financial Donations? (not discussed in meeting)		
<b>9.5 Picture Day volunteers</b>	<ul style="list-style-type: none"> <li>• Picture Day is November 25, 2020</li> <li>• Only individual photos will be taken – no classroom</li> </ul>	Contact volunteers from 2019-2020 volunteer form	Jessica D – Nov 24/20
<b>9.6 PAC Newsletter</b>	<ul style="list-style-type: none"> <li>• Rhonda Plett volunteered to create newsletter (as listed in Secretarial job description)</li> <li>• Quarterly newsletter? (November, January, March, June)</li> <li>• For the 1<sup>st</sup> issue of 2020 - Pictures and biographies of PAC executive</li> <li>• Newsletter should include upcoming meetings, fundraising goals, staff appreciation, highlights from past meetings, upcoming PAC events, etc.</li> </ul>	Pictures and Bio of PAC Exec. to Rhonda Plett	Carla Olusola Kari Unger Rhonda Plett Tiffany Peters Garth Derksen - Oct.30/20
<b>10.0 Next Meeting</b>	<ul style="list-style-type: none"> <li>• <b>Tuesday, November 10, 2020 at 7:00 at Minnewasta School</b></li> <li>• <b>Parental voice and input are very important. Parents are welcome to attend, present their questions or concerns. If not possible to attend, please e-mail or approach a PAC member with concerns.</b></li> </ul>		
11.0 Adjournment	<ul style="list-style-type: none"> <li>• 8:50 P.M.</li> </ul>		

Submitted by Rhonda Plett October 16, 2020