

**MINUTES of Minnewasta Parent Advisory Council
Tuesday, September 22, 2020
7:00 PM**

Present: Geoff Sutton, Jen Kroetsch, Rhonda Thomson, Carla Olusola, Rhonda Plett, Garth Derksen, Tiffany Peters, Jessica Derksen, April Harms, Tatiana Meier, Ashton Krahn, Lydia Baarschers, Ken Baarschers

Regrets: Kyle Turnbull

Guests:

SUBJECT:	SUMMARY OF DISCUSSION	DECISION & NEXT STEPS	ASSIGNED TO / DUE DATE
1.0 Call to Order	7:05 P.M. Welcome by Carla & introductions in attendance		
2.0 Mission, Vision & Goals			
3.0 Additions to Agenda			
4.0 Acceptance of June 9, 2020 Meeting minutes	All in favour		
5.0 Treasurer's Report – April Harms & Garth D.	<ul style="list-style-type: none"> • Balances as of Sept.22, 2020 Not for profit chequing account balance \$ 12,154.07 Business Platinum Savings \$0.00 • Dairy Queen donated \$450.00 to Minnewasta School • April Harms no longer has signing authority on school account, she will provide all information to Carla and Garth (acting treasurers at this time) • 2 signatures are required on all written cheques 		
6.0 Principal's Report – Geoff Sutton	<ul style="list-style-type: none"> • Toughest year for school opening for admin and teachers • Thank-you to PAC & Carla/Garth for maintaining support and communication through the summer and beginning of year. 		

SUBJECT:	SUMMARY OF DISCUSSION	DECISION & NEXT STEPS	ASSIGNED TO / DUE DATE
	<ul style="list-style-type: none"> • Late August began the staff changes and classroom additions including: <ul style="list-style-type: none"> • The Music Room is now Diane Wick's Grade 1 / 2 split. Music will still be taught, but Mr. Warren Tilley will travel to each classroom. • The Library is now Amanda Rose Grade 3. Library, overseen by Annie Friesen will be visiting each classroom with books for the students to sign out. • Physical Education taught by Kyle Turnbull will be taught mostly outside (including the winter months – weather dependent). Parents are asked to please have their children dressed appropriately for the weather. • Returning staff – Mrs. Tina Huang-Chiappetta - Grade 2 • New staff – Mrs. Diane Wick - Grade 1 / 2 split Ms. Amanda Rose - Grade 3 Mr. Nich Lovatt - Grade 3 Mrs. Elizabeth Adeniyi - EAL teacher Mrs. Marcy Friesen - Reading recovery Ms. Chelsey Bornn – Educational Assistant Mrs. Brittany Moran – Educational Assistant Mrs. Heather Wolfe – Educational Assistant • Minn. Return to 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 • Rotation of recess areas in playground for Grade 1-4. Kindergarten will not rotate. • Current enrollment is at 290. These numbers have decreased with some families choosing the Home School route or students who are attending by remote learning. Anticipating the numbers will fluctuate all year. • Transition meetings at the beginning of Sept. went well. Some meetings were done virtually. • Religious Exercises will begin once the petition (of approx. 70 students who have signed up) has been approved by the Division office. 		

SUBJECT:	SUMMARY OF DISCUSSION	DECISION & NEXT STEPS	ASSIGNED TO / DUE DATE
	<ul style="list-style-type: none"> • Playground cohorts have been established for each classroom/grade. There are three areas in the playground that will be in rotation with the cohorts. • There is NO outdoor play before 8:50 A.M. All students must report to their classroom once they arrive at school. • Morning bus duty is approx. 8:15 A.M. to 9:10 A.M. • Our School Survey was conducted for parents re: remote/online learning. If the school needs to go to online learning/communication, two options will be provided: #1 – Microsoft Teams – will be used for video conferencing and daily assignments, etc. #2 – SeeSaw • The school provides information on their website, Twitter and Instagram. • If there is a positive Covid case in the school, MB Public Health will make all decisions in regarding isolating, remote learning, etc. WSD and Minnewasta school will follow their directive. • Safe School committee meeting will meet to discuss/review the Code of Conduct and the Crisis Response Plan. • Terry Fox Run will be Sept 25, 2020, with one cohort participating at one time, therefore it will be happening all day long. • NO community bookings for the school at this time. • Sept. 18, 2020 – Picture Day was postponed. No alternative date has been set. • Masks – all parents and adults, grade 4 students, and staff need to wear them in the school (not required during recess). • All BUS rides including the bus drivers need a mask • PAC meetings (if possible) to be held virtually PAC role this 2020-2021 year will look different • Large school assemblies – will be discussed with staff 		

SUBJECT:	SUMMARY OF DISCUSSION	DECISION & NEXT STEPS	ASSIGNED TO / DUE DATE
7.0 New Business			
7.1 Finances 7.1.1 Banking	<ul style="list-style-type: none"> • Decision to keep Access Credit Union as with the promise to fix technological issues • Garth D. has access to all accounts via internet • Carla O. has access to all accounts via ATM • 3 Debit Cards were issued (Garth, Carla, 1 in locked box in school office) • If using Debit, keep all receipts, sign them, and put into locked box. 	Inquire about debit card limit	Carla – Oct.13, 2020
7.1.2 Budget	<ul style="list-style-type: none"> • Will be examined at a later date • April will forward budget as is, Carla will revise if needed for next meeting. • Increase budget for outdoor playground equipment? • Need to fundraise approx. \$1,000 / year to break even • Expenditures will probably be down this year. 	Budget revision	Carla – Oct. 13/2020
7.2 Hot Lunch – Carl O. 7.2.1 Possibilities	<ul style="list-style-type: none"> • Currently suspended • Need direction from WSD admin if able to provide • If lifted what are options: <ul style="list-style-type: none"> • Dairy Queen – packed individually & delivered to the school 		
7.2.2 Refund for March 2020	<ul style="list-style-type: none"> • Refund response for March 2020 (grade 4): <ul style="list-style-type: none"> 14 - Pay it forward to next year 4 – Refund to family 2 – Use it for another family next year 34 – did not response, therefore that money will go into the general acct • March 2020 Funds for all other grades – 2 options <ul style="list-style-type: none"> #1 – refund e-transfer only #2 – donate back to the school 	E-mail the parents re: grade 1-3 March 2020 Hot lunch refund	Carla – Oct 13, 2020

SUBJECT:	SUMMARY OF DISCUSSION	DECISION & NEXT STEPS	ASSIGNED TO / DUE DATE
7.3 AGM	<ul style="list-style-type: none"> AGM should have occurred in June 2020 – postponed until Oct. 13, 2020 	AGM	OCT. 13, 2020
7.3.1 Vacant Treasurer Position	<ul style="list-style-type: none"> April H. term is over Rhonda Plett nominated Tiffany Peters for treasurer. Tiffany agreed to let her name stand but, will only step into this role if the fundraising position can be filled. 		
7.3.2 President Term	<ul style="list-style-type: none"> Carla O. term is over, but is willing to let her name stand for another term. A mass e-mail will be sent to all parents for a call of nominations for treasurer and president. All nominations must be in by Oct. 12th. All nominated, must be present at the Oct. 13th voting meeting. Only associated members may vote (no staff). 	E-mail to parents re: treasurer and president nominations	Carla – Oct. 12, 2020
7.4 Fundraising – Tiffany Peters	<ul style="list-style-type: none"> Minnewasta school is still able to fundraise. Discussion regarding how fundraising will look this year – fundraising for more outside playground equipment, possibilities, etc. StarDust Drive-In – possible fundraising avenue. CO-OP fundraiser on hold until Jan. 2021. 	Pandemic Plan regarding fundraising procedures StarDust possibilities	Geoff – Oct. 13, 2020 Rhonda P – Oct.13,2020
7.5 Staff Appreciation – Rhonda P	<ul style="list-style-type: none"> Staff need to be recognized this year – need to be creative in showing our appreciation. 		
7.5.1 Masks	<ul style="list-style-type: none"> Discussion regarding PAC to purchase masks for staff Garth D. to provide information (from various suppliers) to the staff re: purchasing their own Minnewasta logo mask 	Mask prices and options	Garth D. – Oct.13,2020

SUBJECT:	SUMMARY OF DISCUSSION	DECISION & NEXT STEPS	ASSIGNED TO / DUE DATE
7.5.2 Possibilities	<ul style="list-style-type: none"> • NO outside food into the school at this time. • Prepackaged Mints, sidewalk chalk signs, etc. • Volunteers to help with outside duty 	Appreciation Possibilities Outside duty – WSD approval	Rhonda P. – Oct.13,2020 Geoff – Oct.13, 2020
7.6 Specific Roles	<ul style="list-style-type: none"> • Hot Lunch – When applicable Carla O. to hand off to Marcy Banman • Fundraising – Tiffany Peters will continue – dependent on Treasurer Position if needed to be filled. • Special Events – Garth D. will remain • Volunteer Coordinator – Jessica D. will remain • Staff Appreciation – Rhonda Plett will remain 		
7.7 Meeting Format	<ul style="list-style-type: none"> • Possible online meetings in the future • What is the role of PAC for this school year? 	PAC role in school – WSD administration question	Geoff – Oct.13,2020
8.0 Next Meeting	<ul style="list-style-type: none"> • Tuesday, October 13, 2020 at 7:00 at Minnewasta School • 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. 		
9.0 Adjournment	<ul style="list-style-type: none"> • 8:50 P.M. 		
	<p><u>Next meeting reminders:</u></p> <ul style="list-style-type: none"> • Possible PAC Newsletter after October elections with photos • Volunteer sign-up sheet 		

Submitted by Rhonda Plett September 27, 2020