

P.A.C. MEETING MINUTES

November 7th 2022

(Parent Advisory Council – Woodlawn School)

Present Members: Jasmine Dyck, Joella Romand, Jody Klebert, Sara Richards, Sherry Beckman, Kali Dyck, Ang Plett, Janelle Unrau, Cara Duerksen, Sheri Bueckert, Ariana Duerksen, Tara Reimer, Karen Fraser

Absent Members: Lisa Funk, Alan Fehr, Courtney Priest, Carla Barkman, Crystal Dandonnelau

1.0 Call To Order: Sara Richards @ 11:08am

2.0 Adoption of October 12th 2022 Meeting Minutes:

1st Motion: Kali Dyck 2nd Motion: Janelle Unrau

3.0 Adoption of Agenda: 1st Motion: Cara Duerksen 2nd Motion: Kali Dyck

4.0 Principal's Report: Karen Fraser

- Principal School PAC Report Attached (Important Dates, Playground Improvement, PAC Funds Generated Account Financials, Mission and Belief Statements)

- Tara Reimer shared that Woodlawn started a NEW Instagram page. PAC will also promote this new communication account.

- PAC inquired about the option of the school considering selling milk products again during the lunch period. This is NO longer available as an option due to various reasons (extra admin work, past years they dealt with a lot of waste and promoting increase of drinking water for students).

5.0 Chair's Report: Sara Richards

5.1 HSD Board/PAC liaison meeting is taking place November 22nd @ 7-8pm (HSD letter attached to minutes)

* Sara is unavailable to attend – PAC members to email her directly if anyone would be available to attend on behalf of Woodlawn PAC

5.2 Sub EA Awareness – HSD is currently searching for more EA subs within the school division. If you access the HSD website “drop down” there is a link to the application form/resume if anyone is interested or knows of anyone that would be a good candidate.

5.3 Clarifying PAC Members at Large and Joining / Volunteering on PAC:

* Attendance of PAC members is an essential part of holding voting rights based on majority being present and attending monthly PAC meetings.

* If you are currently a Member of the PAC but are unable to attend on a regular basis; these meetings are still open and welcome to anyone who would like to attend when their schedule is available to do so.

* After 2 consecutive missed PAC meetings; a PAC member no longer has voting rights based on the constitution unless a specific situation requires approval (which it is understandable that at times this may occur with life circumstances). It is important and expected that the PAC committee follow these guidelines for auditing and voting purposes.

* If anyone is currently a member of the PAC Committee but feels they are no longer able to attend the monthly meetings on a regular basis and would like to step down from the committee please inform Sara Richards. Again, if you are no longer a member but wish to attend PAC meetings when available; it is always an open door to join in on the meeting.

5.4 Bus Driver Appreciation Week December 19-21st

* PAC was all in agreement that Monday December 19th 2022 Thank You Cards and Coffee will be provided to bus drivers.

6.0 Special Events: Jody Klebert

6.1 Supper Appreciation Event: December 6th during Student Led Conferences.

* Pulled Pork and Beef Tacos will be served dinner style.

* Sign up Genuis will be used once again for filling volunteer requests.

6.2 Spread the word on facebook and Instagram regarding funds for Gift Cards / Coffee to show our appreciation for the bus drivers and staff.

7.0 Fundraiser Report : Lisa (Absent @ Meeting) Sheri Bueckert Presented on her behalf

- Fundraiser Details Provided in Attached Email provided by Lisa.

- Profit Raised: \$10,553.00 – Great Success and Positive Feedback Overall!

- Lisa to present at next PAC meeting her inquiry about forming a sub committee regarding a potential fundraiser idea / suggestion.

- Previous Pizza Sale Fundraiser Comparisons attached to minutes from 2019-2022.

- Discussed sending survey to families regarding pizza preferences for next years options.

8.0 Hot Lunch – Jasmine Dyck

8.1 Feedback – Form a Hot Lunch Committee

- Currently Jasmine assisting weekly with one other volunteer and is working out great.
- Jasmine is willing to be involved at this time; so does not currently feel a committee is required. It appears there are also a few other parents willing to assist as needed; so Jasmine will followup.

8.2 December Hot Lunch Option Provided:

- Subway - \$5.00 for 6" Sub (specific meat and toppings options provided upon ordering)
- \$2.00 Additional Charge for Gluten Free Option
- PAC will not be offering a cookie from Subway as an option; as it is not guaranteed to be a nut free.
- ALL in favour of using Subway for December Hot Lunch Option.
- Jasmine will double check with Subway regarding delivery time; to ensure it is provided on time for the students as this was a concern previous years.

8.3 Hot Lunch Options Overview:

- Smitty's – Hot Dogs (142), Taco in a Bag (94), Chicken Fingers and Fries (166), Pasta (90)
- Main Bread and Butter – 144 Orders last week and 159 Order this upcoming week
- Good Variation of food options for our students!

8.4 Survey Monkey

- Discussed sending out survey over the winter break after the students / families have had the opportunity to try Subway as well.

9.0 Treasurer: Kali Dyck

- * Approximate Balance: \$16,500.00 To Date

- * Confirmed by Karen Fraser currently 549 students attending Woodlawn this year.
- * Transfer of funds to occur by the end of November as required into the Student Generated Account.

10.0 Additions to Agenda:

10.1 Discovery Time – Cara Duerksen

- * Confirmed by Karen that there are 3 – 30 minute time slots allocated between 2-330pm on Wednesdays for Discovery Time.
- * Began last week but only had one slot available due to limited volunteers but appears this will be increasing as one volunteer is awaiting completion of their required forms to be processed and completed.
- * Cara brought forward the option of possibly offering Discovery Time during one of the nutritional breaks; so it is not occurring during an actual classroom learning time. Karen shared that this option has been denied by the Public Education Act but that the PAC recommendation could be potentially brought forward to the Province or presented at the PAC/HSD Liaison Meeting.
- * Morning Religious Exercises are provided in the mornings before class time begins.
- * Discovery Time takes place once weekly on Wednesdays (as long as volunteers are available)
- * For students / families that wish to participate in either of the programs; they need to just send an email to the school with their permission.

11.0 Next Meeting – **Monday, December 5th @ 11:05am**

12.0 Meeting Adjourned @ 12:03pm 1st Motion: Joella Romand 2nd Motion: Cara Duerksen



WOODLAWN EARLY YEARS SCHOOL PAC REPORT November 7, 2022

We acknowledge the traditional territory upon which the schools of Hanover School Division reside as the lands of Treaty 1 territory and the homeland of the Metis people. Hanover School Division operates on the traditional lands of the Anishinaabe. In the spirit of truth, reconciliation, and collaboration, we honour our relationship with Indigenous Peoples and respect the contributions of history, culture, and language of Canada's original peoples.

IMPORTANT UPCOMING DATES:

- Nov. 11 Remembrance Day - no school
- Nov. 14 School Based PD Day - no classes
- Nov. 21 Picture Retake Day
- Nov. 28 Admin Day (report card writing) - no classes
- Dec. 2 Report Cards issued
- Dec. 6 Student Led Conferences
- Dec. 13 Grade 3-4 Christmas Concert (2:00 and 7:00)
- Dec. 21 Last Day before Christmas Break!
- Jan. 5 First Day Back!

UPDATES:

- Woodlawn has received two grants. The first is from the Department of Education. We received the Teachers' Idea Fund Grant for \$116,000. This money will be used for forest school programming with a group called Momenta. KM, 2PR, 3R, 3/4M; 3/4D, 4G and 4K will be participating. A parent information evening will take place on Nov. 15. The second grant we received is from the division. We received \$17,000 to partner with Indigenous Knowledge Keepers and Elders.
- A reminder that all PAC members are invited to the Board/Pac Liaison meeting on Nov. 22
- Karen and Tara are going to be starting our Principal Field Trips. This year we will go to the Steinbach Arts Council where the students will participate in visual arts and dramatic arts activities. Each grade group (except Ks) will attend once between November and May. The teachers will participate in PD while we are gone. The school will cover the cost with the money we make from weekly pizza sales.

- We launched our Woodlawn Clothing Store. This will run all year because parents can order online and have it delivered to their house. We may decide to do some advertising at different parts of the year. We do get a bit of a kickback with enough sales.
- We started a Woodlawn Instagram page. We will try to post news and interesting things happening in our school.

Playground Improvement Project

- No updates at this time

PAC Funds in Student Generated Account

March 12/19	W and M Professional Gym	2,268.00		12,726.23
March 12/19	Livingston (Broker Fee)	712.12		12,014.11
May 6/19	SRSS (Shed)	1,200.00		10,814.11
May 5/2019	Climbing Wall	10,412.36		401.75
Dec 1/2019	Deposit (Nov. 30 surplus funds)		9595.2	9997.00
Dec 1/ 2020	Deposit (Nov. 30 surplus funds)		12,000	21,997.00
June 30/2021	Valley West - Playground Project Total - 27,405.00 (School paid \$6405.00)	21,000.00		997.00
Dec. 2021	Deposit (Nov. 30 surplus funds)		8500.00	9497.000
March 25	Cheque- Janell Fast - Pergolas	4479.98		5017.02
April 2022	Deposit (March surplus funds)		5256.52	10, 273.541
Aug. 2022	Reisen Screw Piles	2957.64		7315.90

Woodlawn Early Years School Mission

Woodlawn School is an environment where education and culture empowers our students to grow into caring, connected and contributing global citizens.

Belief Statements

We believe compassionate support, curiosity, and co-regulation create a school culture of caring relationships between students, families, and staff.

We believe all students belong here and their voice matters. We celebrate and value our diversity and believe inclusion is a human right.

We believe children must be viewed as intelligent, creative and capable with gifts and abilities that surface through play and relationships with self, others, and environment.

We believe the purpose of education is a pursuit of creativity, collaboration, communication, citizenship, character, critical thinking and a strong foundation in literacy and numeracy.

We believe in a commitment to Truth and Reconciliation by understanding our collective history and moving towards reconciliation through mutual respect, empathy and intercultural understanding.



November 2, 2022

To: All PAC Chairs in the Hanover School Division

On behalf of the Hanover School Division Board of Trustees, we invite you to attend the upcoming Board-PAC Liaison meeting scheduled for **Tuesday, November 22, 2022 from 7:00-8:00 pm**. The meeting will take place in person at the HSD Administration Office - 5 Chrysler Gate in Steinbach.

We encourage all PAC members to attend this important and informative meeting. The Hanover School Division values PAC input and relies on your feedback in the planning of programs and services to meet the needs of our students. Board-PAC Liaison meetings provide an excellent opportunity for two-way communication and informative dialogue with you, our partners in education.

As you are aware, trustee elections took place Oct.26. HSD's newly elected Board of Trustees will be meeting in the near future. We will provide additional details to the PAC Chairs as soon as possible.

We would also like to take some time during the meeting to hear from you, and address any matters that you would like to raise. To that end, we would welcome any additional agenda items from you. Please email any questions or agenda items in advance to Hélène Connelly, Executive Secretary to the Superintendent & CEO, hconnelly@hsd.ca.

Please **RSVP your attendance by Wednesday November 16, 2022**, by contacting Hélène Connelly, Executive Secretary to the Superintendent & CEO, hconnelly@hsd.ca or 204-320-2355.

Yours sincerely,

A handwritten signature in cursive script that reads "Ron Falk".

Ron Falk, Chair of the Board

A handwritten signature in cursive script that reads "Shelley Amos".

Shelley Amos, Superintendent & CEO

RF/hc

From: Lisa Funk
Sent: November 2, 2022 2:49 PM
To: tombueckert@hotmail.com
Subject: Fundraising report

Fundraising 2022

Niakwa
1777 pizzas sold
Shells128
Gift cards 207
\$10553. Made

140 kids sold pizzas

Charlie zajac winner... Graciously passed it on as she won last year as well
Raven bueckert 2nd (won the scooter)
Ethan Anderson 3rd (won the theater family passes)
Makayla? Won the draw (family swim passes)

3/4 D won the class party \$2260

My experience very easy and pleasant to work with. Next time I suggest to have orders filled and in boxes for the seller. Keeps pizza frozen longer. It would be nice to do the fundraiser sooner next year but only if pre packaged as otherwise if it's too nice out the pizza will thaw. Feed back so far has been good - pizzas look better, have more toppings, taste better. Request to add the screens - easy to add Or would be nice to have the instructions on the shells All pizzas were picked up with a few phone calls. Niakwa donated 3 gift cards to PAC as a thank you. 1 was used to film an order - cheque was turned in with no order form it went through a donation. This was the easiest fix. The other 2 can be used as future prizes for the next fundraiser or added to the baskets as the end of the year. Prizes have been delivered to the school.

Is there anyone that could join a committee to help with a potential fundraiser. It would evolve calling businesses in town. I can send more details for anyone willing to help. If possibly to get this done before Christmas holidays.

Year	Pizza suppliers	Cost per pizza	# student participants	Profit
2022	Niakwa	\$12.50	140	\$10,500
2021	Rocco	\$12.50	136	\$9,847
2020	Rocco	\$12.50	n/a	
2019	Spent	\$10	146	\$8040