

(Parent Advisory Council – Woodlawn School)

Present Members: Angela Plett, Janelle Unrau, Sheri Bueckert, Annette Kehler, Joella Romand, Kali Dyck, Meghan Esau, Cara Duerksen, Jody Klebert, Lisa Funk, Karen Fraser

Absent Members: Tamara Roach

---

1.0 Call to Order: Angela Plett @ 11:08am

1<sup>st</sup> Motion: Meghan Esau

2<sup>nd</sup> Motion: Cara Duerksen

2.0 Adoption of March 2024 PAC Meeting Minutes:

1<sup>st</sup> Motion: Annette Kehler

2<sup>nd</sup> Motion:

Janelle Unrau

- February Meeting Minutes were edited to state “Rocco’s Current Fundraiser”

3.0 Principal’s Report - Karen Fraser

\* Principal School PAC Report Attached (Important Upcoming Dates, Playground Improvements, PAC Funds Generated Account Financials, Mission and Belief Statements)

- Staff Update: There will be an addition of two extra classes next year in Woodlawn. There has not been a drastic increase in student registration but this will allow the ability to spread out the classrooms to assist better students with special needs.
- Tara Reimer has accepted a teaching position next year at Mitchell Middle School; so a new VP will be hired for the upcoming school year.
- Kristen Reimer has coordinated a “seed survivor” activity that will be taking place at the school. It will be a trailer that will be used to plant seeds and use as a gardening learning opportunity.
- TIPI Jo (will be the next event for “Artist in the School”) – students will learn some cultural aspects and a TIPI will be built on school grounds. It will NOT be permanent.

4.0 Chair’s Report – Angela Plett

4.1 Board’s PAC Liaison Meeting takes place April 23<sup>rd</sup> @ 6-8pm (HSD letter attached)

- Location: HSD Administrative Office – 5 Chrysler Gate in Steinbach

- Angel will be attending but if anyone else is interested RVSP required by April 17, 2024.

- Report to Angela if interested in attending.

4.2 Thanks for the help with Taco Thursday, it was greatly appreciated!

## 5.0 Treasurer Report – Kali Dyck

\*Current Financial Balance: \$5,977.51 (April hot lunch, munch a lunch and several expenses to be paid out yet; once amounts have been provided to Kali)

## 6.0 Special Events – Angela Plett

6.1 For April, Jody has agreed to spear head the “written staff encouragement” event.

\* Jody will find a Thank You template that can be used. Sheri and Cara agreed to assist as needed with printing or cutting. Templates to be distributed to classroom teachers by April 17<sup>th</sup> with return date of April 24<sup>th</sup> 2024.

6.2 Jody has agreed to take care of special events for May and June. Further details to follow closer to dates.

## 7.0 Fundraiser – Angela Plett

7.1 Volunteers Required for April 23<sup>rd</sup> Pizza Pick up date from 3:30pm till 6:00pm.

\* Annette will confirm with church that parking lot can be used that date.

7.2 June Basket Raffle – volunteers will be required once again to organize this event.

\* Lisa will send Woodlawn Basket Raffle Letter template to Angela for further review.

\* Monetary Donation option will be available once again for families.

## 8.0 Hot Lunch – Annette Kehler

### 8.1 May Hot Lunch – Subway

- Some concerns discussed with Rocco’s chicken fingers and fries; so all in agreement that finish off the school year with Subway for June as well.

## 9.0 Playground – Meghan Esau

9.1 Lottery License still pending:

\* Angela will follow-up this week on status for raffling Jets Tickets.

9.2 Playground Update:

\* Meghan shared that the playground company contact came onsite @ Woodlawn and has confirmed that the asphalt pad currently in place on the kindergarten and grade 1 playground is a sufficient base for installing the sensory playground items.

- PAC discussed as a group and all in favour of moving forward with having this location as “Phase 1” of the PAC playground plan.
- \$25,000.00 currently available in the PAC funds student generated account that can be used towards Phase 1 – ALL PAC members in FAVOUR.
  - \$37,000 is the cost for 6 sensory items; so PAC will decide when required which items would be most beneficial to remain within the current \$25,000 budget that all approved.

- Company will provide the supervisor for the volunteer assigned date for set up and installation. Meghan has agreed to coordinate the project with supervisor and volunteers.
- Karen and PAC still awaiting FINAL approval from HSD maintenance supervisor (Trevor). Once that approval has become official then PAC will proceed with Phase 1.
- PAC goal is for project to be completed during the summer months and ready to go for students by September 2024!!!

9.3 Karen shared that there will be another accessible swing being installed on the back playground for Grades 2-4.

9.4 PAC plan for Phase 2 in the future is for a Sensory Playground area to be installed on the back playground as well.

10.0 Additions:

10.1 Woodlawn still inquiring about "School Supply Donation" options.

\* Melissa also in conversation with HSD admin office regarding ordering supplies more in advance to reduce cost.

11.0 Next Meeting – May 14<sup>th</sup> @ 11:05am

12.0 Meeting Adjourned – 11:55am

1<sup>st</sup> Motion: Kali Dyck    2<sup>nd</sup> Motion: Jody Klebert