

## P.A.C. Meeting Minutes March 11th 2024 (Parent Advisory Council - Woodlawn School)

Present Members: Angela Plett, Janelle Unrau, Annete Kehler, Tamara Roach, Joella Romand, Kali Dyck, Meghan Esau, Cara Duerksen, Jody Klebert, Lisa Funk, Karen Fraser

Absent Members: Sheri Bueckert, Devon Williams, Diana Braun

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

3.0. Principal's Report - Karen Fraser

\*Principal School PAC Report Attached (important dates, PAC funds, Generated Account financials, Mission and Belief Statements)

- Currently working on Staffing for the upcoming 2024/2025 year. Woodlawn received a slight increase; which will provide more funding to support a greater number of students.
- Student Led is held on Thursday March 21 from 4:30-7:00 pm. Staff were quite pleased with the previous Student Led evening. This evening will again offer a come and go visit within the classroom, which provides easier flow and a higher turnout for families.
- School Supplies -Currently families are able to pay a bulk fee to allow the school to purchase and provide cohesive supplies and materials. However, the bulk fee is not always accessible for all families. Melissa Thiessen has been in charge of sourcing supplies for each classroom. It is becoming more difficult to source bulk supplies.
- PAC suggested if it was possible to offer an option for families to donate an extra monetary portion to help offset the cost. PAC also offered to help organize school supplies for the beginning of the school season.
- Playground Improvement Plan - Karen is waiting to connect with the Maintenance Department. They will connect to discuss the proposed additions of the sensory playgrounds.
- Briefly discussed the removal of the dead tree in the front of the School.

\

4.0. Chairs Report - Angela Plett

4.1 Discussed the options of offering more evening meetings. PAC has previously offered opportunities for evening meetings, which has often resulted in an extremely low attendance.

\*PAC discussed an options to offer an informal evening meeting in Fall and Spring to provide Information to families.

4.2 Year at a Glance - Angela offered a rough draft of a monthly itinerary to better assist future PAC Members to better plan for monthly events.

5.0 Treasurer Report - Kali Dyck

\*February Balance \$8685.61

\*\$3700 will be transferred to Woodlawn School to meet funds criteria in the PAC account.

\*\$135 has been carried over from previous month etransfer donations.

#### 6.0 Special Events - Angela Plett

\*In the past, the PAC Chair has taken responsibility for planning Student Led appreciation meal.

6.1 PAC voted in favor of offering a Taco Bar lunch/supper for teachers for Student Led.

#### 7.0 Fundraiser - Tamara Roach

7.1 PAC voted in favor to proceed with Rocco's Pizza.

Fundraiser will include a variety of pizza options

\*Packages of crusts, and gift cards.

\*Dates for the fundraiser will run from March 20-April 10th.

\*Delivery and hand out will be on April 23rd from 3:30-5:30pm

PAC voted in favor of offering prizes for the top sellers.

\*Roccas has offered to donate the top prize

\*2nd & 3rd prize sellers will receive either family passes to the Keystone Theatre and Steinbach Aquatic Centre.

\* Roccas offered to provide a pizza party; up to 10 free pizzas for the highest selling classroom

#### 8.0 Hot Lunch – Annette Kehler

\*Annette reached out to Wendy's to inquire about options for future Hot Lunch.

(there was no response from Wendy's)

8.1. PAC voted that April & June will be Roccas and May will be Subway.

#### 9.0 Playground – Angela Plett

\*Discussed adding 2-3 members to assist Angela and Meghan to create a financial timeline for the Sensory Playground.

\*Committee would share proposed timeline with Woodlawn Community to inform of both Current and future plans.

9.1 Woodlawn has been given tickets to a 2024/25 JETS game that can be raffled off. \*PAC discussed potential ideas of offering raffle tickets at Student Led, or Meet the Teacher in fall

\*PAC would need to access a Lottery license\*

#### 10.0 Additions

10.1\*PAC will need to purchase a Lottery License for Basket Fundraiser in June.

10.2\*Roccas will be increasing the fundraiser prices in fall. They have offered to keep the current Price if Woodlawn decides to run the same fundraiser in fall.

\*PAC will need to vote before fall.

10.3\*Discuss fundraiser options at the AGM (Annual General Meeting) in Fall

2024. 11.0 Next Meeting –April 9th @ 11:05am

12.0 Meeting Adjourned –12:07PM