

(Parent Advisory Council – Woodlawn School)

Present Members: Angela Plett, Janelle Unrau, Sheri Bueckert, Annette Kehler, Tamara Roach, Joella Romand, Kali Dyck, Meghan Esau, Cara Duerksen, Karen Fraser, Tara Reimer

Visitors Present: Diana Braun, Devon Williams

Absent Members: Jody Klebert

---

1.0 Call to Order: Angela Plett @ 11:06am

2.0 Adoption of December 2023 and January 2024 Minutes:

1<sup>st</sup> Motion: Annette Kehler      2<sup>nd</sup> Motion: Janelle Unrau

3.0 Principal's Report - Karen Fraser

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

- Book Fair was a GREAT Success – just over \$10,700 worth of sales!
- Karen focused PAC attention on Staff feedback regarding the Playground Improvement Project. Many options were brought forward by staff and reviewed at the meeting; all in agreement that inclusive “accessible playground options” are the main priority.
- Further notes in 6.0 Grant / Playground Report

4.0 Chair's Report – Angela Plett

4.1 Angela will follow up with a few contacts on PAC communication apps regarding their member status and update PAC Council Members as required.

4.2 HSD Liaison / PAC Board Meeting Report:

- \* Meeting takes place @ the HSD building to promote networking and connecting with other PAC school members and HSD board members.
- \* Information provided on where PAC Chair Members can locate supports.
- \* HSD survey has been completed regarding students feedback on their schools and division. Various questions asked to help schools and division get an overview of each strength and concerns within various schools represented in HSD.
- \* Student Services Report
  - \* Discussion regarding concerns with access to Mental Health Resources and wait times of 18-24 months for students in our province.
- \* Cell Phone Use – removal of Cell Phones in some schools has taken place.

4.3 Creating PAC Event Calendar for Current and Future Use:

- \* Angela has offered to create this template for the PAC; as well as update the PAC section on the Woodlawn School Website.

#### 4.4 Evening Meetings:

- \* Angela presented the idea of hosting maybe 2 “Information Meetings Regarding PAC” throughout the year; as opposed to scheduling PAC meetings in the evening. These evening meeting also require majority of attendance by PAC members in order to vote etc.
- \* Other options discussed such as Newsletter etc.

#### 5.0 Treasurer Report – Kali Dyck

- \* January Balance \$9,525.37
  - \* \$5,000 will be transferred to Woodlawn School to meet funds criteria in PAC acct.
- \* PAC funds can NOT be used on Staff Appreciation Events (Sign up Genius is working great for food or E transfer donations for these events)

#### 6.0 Grant / Playground Report – Meghan Esau

- \* Meghan has received the quote for the Inclusive Musical Playground Option
  - \* Cost is approx. \$30,000 for 6 Units (Items can be purchased separately if chosen to reduce the initial cost)
  - \* Concrete / Rubber Pad is an EXTRA expense
- Grant Proposals:
  - Co-op – NOT eligible as it will go to a school or centre that has NO play structure
  - Steinbach Community Committee – would require a presenter (as Meghan’s spouse sits on the committee and would be ineligible to vote)
    - Anyone Interested in presenting would need to prepare their own presentation.
- Meghan will send the PAC members the playground pictures / items relating to the proposed accessible playground option.
- Meghan will send Sheri details regarding dimensions on concrete pad(s) required.
- Plan would be to complete this project during the summer months.
- Currently there would be close to \$30,000 in the PAC Funds Student Generate Account.
- Further details to be confirmed in order to move forward and present at the HSD meeting for approval.

#### 7.0 Special Events – Annette for Jody Klebert

- \* Staff Appreciation was a great success once again!
  - \* Many new families participated in the sign-up genius.
- \* PAC Chair plans March Appreciation for Staff @ Student Led Conferences (several events the week prior to spring break). Annette consulted with Pita Pit as an option for Student Led Conferences but the cost was too expensive. More details to follow for March plans.

## 8.0 Fundraiser – Angela & Tamara

8.1 Angela presented option of voting for “Rocco’s Pizza” fundraiser for this upcoming spring; so it is in place prior to first meeting after the school summer break.

\* All in FAVOUR

## 9.0 Hot Lunch – Annette Kehler

\* Extra assistance is required for cleaning buckets on Main Bread and Butter days due to spillage from soup.

\* Pita Pit pricing for hot lunch was also high @ \$7.50 for ½ Pita, Juice Box and cookie. PAC will not proceed with this option.

\* Numbers for Main Bread and Butter are continuing to decline; most successful options are Subway and Rocco’s .

\* March will be Subway and then moving forward it will alternate between Rocco’s and Subway until the end of the school year.

## 10.0 Additions – NONE

11.0 Next Meeting – March 12<sup>th</sup> @ 11:05am

12.0 Meeting Adjourned – 12:03pm

1<sup>st</sup> Motion: Cara Duerksen

2<sup>nd</sup> Motion: Meghan Esau