

DR. D.W PENNER SCHOOL

PARENT ADVISORY COUNCIL

GENERAL MEETING MINUTES Tuesday January 9th 2018

**Attendance:** Alana Sigurdson, (Chair), Sonja Marrone, Allison Rempel, Shannon Goss, Janis Brady, Tamara Leuzinger,

**Principal:** Rick Rajotte

**Teacher:** Matt Funk

**Daycare:** Ashley Peters

Thanks to Torri for babysitting.

**Quorum-** met

All parents are invited to attend. Any ideas, thoughts and suggestions are always welcome. If you cannot attend but have a question or an idea you would like discussed at the next meeting, please email: Alana Sigurdson at [alana.jo@shaw.ca](mailto:alana.jo@shaw.ca) and it will be brought to the table.

**Call to order:** Alana Sigurdson - Welcome, Thank you all for coming and Happy New Year!

**New Business-** The sign on the fence to the entrance at the daycare doors has a sign that indicates that dogs are not allowed on school grounds. It is very faded and difficult to see or read. Could this be replaced?

**Secretary's Report-** Alana for Tanya

- Minutes from November 7<sup>th</sup> meeting motion to approve as presented by Allison 2<sup>nd</sup> by Sonia
- Minutes from December 5<sup>th</sup> meeting, motion to approve as presented by Tamara 2<sup>nd</sup> by Allison

**Treasurer's Report-** Alana for Michelle

- The financial report submitted in November has been amended as the expenses for the Halloween Dance were omitted from the financial report (they were included and reported on the Halloween Dance financial report but not the monthly report). Opening balance on October 3 was \$2868.99, closing balance on November 4, 2017 was \$5269.57. Motion to accept the amended November financial report as presented by Shannon, 2<sup>nd</sup> by Janis.
- The financial report for December that was presented at the December PAC meeting (but not voted on because the meeting did not have quorum) was amended and re-presented tonight to be voted upon. Opening balance on November 4, 2017 was \$5269.57, the closing balance on December 4 was \$3703.93.
  - The Movie Night financial report was also submitted with the December report, it reflects a profit at Movie Night of \$339.80

- Motion to accept the December amended financial report as presented by Allison, 2<sup>nd</sup> by Tamara
- The financial report for January was presented. Fun Lunch was the only activity in January which had a profit of \$271.97. Opening balance on December 4 was \$3703.93 and the closing balance on January 8 was \$2563.34. Motion to accept the January Financial report as presented: by Sonia, 2<sup>nd</sup> by Shannon.
- In the interest of allowing for greater transparency and to always have a clear paper-trail with financial transactions, all payments made by PAC (to vendors or activities) will be done by cheque rather than cash.

#### **Chair's Report- Alana**

- The proposed **Constitution** changes were emailed to all parents for review in preparation for the December PAC meeting and again for the January PAC meeting. Alana indicated in preparing to update our PAC constitution, the committee had an opportunity to review PAC constitutions from other schools and we were very impressed with how detailed our current constitution was. Our purpose in making revisions was primarily to clarify some areas that were more difficult to understand, change some language to make it an easier read and add some further guidelines to further strengthen the existing constitution.

We made a significant change to the Purpose of PAC as well as our PAC Objectives to coincide with our focus of engaging and welcoming families to become part of their students learning experience at Dr. Penner. It is important to highlight that our school is so exceptional because of the collaborate effort between students, staff (including daycare) and families.

Alana went through all the revisions proposed and clarified some of the reasons for the amendments and additions (see attached shaded areas of constitution for revisions). There are some spelling errors that require correction before posting the new Constitution.

With Mr. Funk conducting the drumroll, Sonia made a motion to accept the presented Constitution amendments as presented (after spelling errors are corrected), 2<sup>nd</sup> by Tamara. All in attendance in favor of accepting the newly updated Constitution which will come into effect immediately (Jan 9, 3018).

- **Family Activity and Games Night-** Our first Family Activity and Games night will be on Friday February 23 from 6:30-8:00. We will host another one on Wednesday March 21. Families will be invited to the school for some fun activities in the gym, play board games in the Library and we'll have a parent "café" where parents can connect and get to know each other and ask any questions to other parents (when to register for soccer, which doctors are taking patients, how do you find a babysitter in our area etc....). We will need volunteers to help plan these two activity nights to make them a success. Sonia and Shannon have offered to help with planning. We would love to have a committee of 4-5 people to organize these events. If you are interested in helping, please contact Alana at [alanajo@shaw.c](mailto:alanajo@shaw.c)
- **School Staff Appreciation-** School Staff Appreciation runs from Feb 19- Feb 23<sup>rd</sup>. Allison and Shannon offered to coordinate this year's Staff Appreciation efforts. As in other years, once they

form a plan for the week they will be reaching out to parents to contribute during the week in making our incredible Penner staff feel extra special.

- **Principal's Report/School News- Rick**

- **Max Bell Center:** The Grade 5 and 6 students are heading to Max Bell this month for a fun day of physical activity
- **Mad Science** is back by popular demand!! The Mad Science staff will be speaking with students at the school on Thursday to explain their program. Expect the information about Mad Science to come home in your child's backpack on Thursday. Mad Science will start on Monday Jan 29- and will run most Monday's until April 9<sup>th</sup> from 3:45pm- 4:45pm. This program is available to any grade 1-6 student at a cost of \$86. Daycare will support Mad Science as well by helping in the Mad Science classrooms during the program! The feedback from our students over the last few years has been very positive regarding this program.
- **March Parent/Teacher Conferences** will be portfolio-style. Parents will not need to sign up for appointment times for this parent teacher conference as it is primarily student-lead. The students are given an opportunity to showcase what they are learning to their parents on Parent/Teacher night. Details will be sent home closer to the date.
- **New Staff:** Welcome Leanne Roberts as the new part time receptionist working in the main office. Be sure to stop by to welcome her the next time you are at the school.
- **The Learning for Life: Literacy and Numeracy Summit** begins tonight at the Winnipeg Convention Center. This is a free three-day event organized by Manitoba Education and Training. The purpose of this summit is to bring together educators, administrators, parents, and community partners to co-develop a provincial literacy and numeracy strategy.
- **Teacher Report: Mr. Matt Funk**
- **Winter Concert:** It was an incredible success; the kids were amazing, and the entire concert went off without a hitch! Mr. Funk already has an idea for next year's Winter Concert Performance which will include baked goods. He would like PAC to host a bake sale after the concert to go along with the theme of next year's concert. Big thank you to Mr. Funk for all the work that was put into preparing the students for the Concert, it was awesome!
- **Board Game Club:** This group has been up and running for the last few months at recess and lunch and the students are loving it. They are playing games that involve strategy and the improvement and investment in the students has been incredible. This group will continue and will hopefully grow. It will be offered on days 1 and 3. Mr. Funk is very excited to hear about the Family Activity and Games night being organized as it will give the students in the Board Game Club an opportunity to share what they have learned and even play against their parents!
- **ORF Days;** Is a teaching approach by music teachers which incorporates song, music, moving, creating, playing instruments etc.... This event is held every year for Grade 4 students in the LRSD. This year it will be held at the Franco-Manitoban Center in February. It is a day where students move through different teaching stations all day that are taught by music teachers.

- **Folk Dance in the Park** will happen again this year for all grade 1-3 students in LRSD. This event is held in May at St. Vital Park and family members are welcome and encouraged to come watch.

#### Standing Committee Reports

##### **Fun Lunch- Allison and Shannon**

- 95 Fun Lunch orders in December. There was a mix-up with the amount of pizza ordered so the volunteers just showcased some of their flexibility as they waited for the additional pizzas to arrive.
- January 25 is the next Fun Lunch and it will be sliced pizza and February will be Boston Pizza.
- **Movie Night- Allison**
- **Movie night** is Friday January 19 at 6:30 and we'll be watching Despicable Me 3. Hotdogs will be available for purchase in addition to canteen snacks.

#### **New Business**

- **Parent Engagement** This will likely be a standing agenda item this year as we take any opportunities we can to encourage parents to become involved with the school. We will have a table of information set up at Movie Night highlighting what PAC does and initiatives we organize or support. We want to ensure that any parent who is interested in helping at the school has an opportunity to do so. We will also be sending an email in January specifically asking for parents to help with some upcoming events. We are VERY grateful for the Penner parents who contribute a lot to the school but also always welcome new faces.
- **Spring Fundraiser** in February we should be deciding on the Spring Fundraiser (if we are doing one) so if everyone could begin thinking about what might be a good fundraiser for us this year. For the last couple of fundraisers, they have required a lot of parent volunteer hours with a small fundraising result. It will be important for us to balance the volunteer commitment to the profit in deciding what and if we do a spring fundraiser.

#### Upcoming Events Summary December/ January - Save the Date:

- January 17<sup>th</sup>- Grade 5 & 6 Indoor Track
- January 19<sup>th</sup>- Movie Night
- January 23<sup>rd</sup>- Early Dismissal @ 2:30pm
- January 25<sup>th</sup>- Fun Lunch/ Artist in the School
- Feb 6<sup>th</sup>- PAC meeting

#### Adjournment- 8:10 pm

**Next Meeting February 6<sup>th</sup> @ 6:30pm**  
**Complimentary Babysitting**  
**New ideas and fresh faces always welcome!**  
 March 6/ April 3/ May 1/ June 5