

DR. D.W PENNER SCHOOL

PARENT ADVISORY COUNCIL

GENERAL MEETING MINUTES Tuesday Sept 12 2017

**Attendance:** Alana Sigurdson, (Chair), Kuldeep Sahota (Vice Chair) Vacant (Treasurer) (Secretary) and 7 additional parents.

**Principal: Rick Rajotte**

Miss Ashleigh (Day Care)

Thanks to Ashley for babysitting.

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) or Kuldeep Sahota at [hksahota2011@gmail.com](mailto:hksahota2011@gmail.com) and it will be brought to the table.

**Call to order, Welcome and Introductions :** Alana Sigurdson - Welcome and thank you all for coming! It's the beginning of a new school year; we are so excited! A big Thank you to the parents for the attending the PAC meeting- we are looking forward to working together as a team to support the school. Discussion about the value and importance of parent involvement in our school.

**New Business-** No new business raised from the floor.

**Secretary's Report- Alana**

- Minutes from June meeting as presented approved by: 1<sup>st</sup> Allison and 2<sup>nd</sup> Michelle

**Treasurer's Report and Finances- Alana**

- Acceptance of resignation of treasurer: Jamie Campbell- 1<sup>st</sup> Steve and 2<sup>nd</sup> Michelle
- Balance \$2545.45
- \$1500- is always kept as a reserve to start up the new school year.
- \$1000 is earmarked towards funding a large school project/initiative (initiative to be determined by the teachers)
- Review and approval of September Financial Report approved by: 1<sup>st</sup> Tamara and 2<sup>nd</sup> Allison
- Review, discussion and approval of PAC budget for 2017/2018- Discussed new reporting method- approved by 1<sup>st</sup> Michelle and 2<sup>nd</sup> Shannon

**Chair's Report- Alana**

- The main goals and objectives of the executive team and PAC for the 2017/2018 school year,

- Review the current constitution that governs the PAC
- Streamline the budgets -with clear profits and expense reporting
- Work with the school to achieve their objectives and to support staff.
- Be able to help or fund a major project/school initiative.
- Build Community through communication, engagement and inclusiveness
- Back to School BBQ- Sept 13 2017- Focus is to build our school community and promote parental involvement in the school. Opportunity to welcome new families and staff.
- Parent Email addresses to receive notices- should have a list in a couple of weeks. Parents who "checked" the box on their school registration form to allow the school to share their email address with the PAC will be including in the PAC email list. Any other families who would also like to be included are asked to email [alanaajo@shaw.ca](mailto:alanaajo@shaw.ca) to have your email address added.
- By-Election for vacant Treasurer Position- Notice of the vacancy and call for nominations will go out to all families this week in the children's back packs. Election will be held at next PAC meeting Oct 3 2017. Any parent/guardian of a child at Dr. Penner is eligible to run for the position. Nominations will be accepted until Friday September 30, 2017.
- Roles Where Parent Volunteers are needed this year
  - Fun Lunch Co-Coordinator- Shannon volunteered -Thank you Shannon!
  - Thanksgiving Lunch Co-Chairpersons- Steve volunteered- Thank You Steve!
  - Halloween Dance Co-Chairpersons- Tamara volunteered- Thank you Tamara
  - End of Year Party co-Chairpersons- need volunteers!!
- Parent Council Constitution Review and Update- The current constitution needs to be brought up to date, there are some gaps in the current constitution that need to be addressed and clarified for future development and growth of PAC in the years to come. Volunteers- Steve, Michelle, Angela, Sonia, Kuldeep -Thank You!
- Focus of Fundraising for 2017/2018- waiting to hear back from teacher and staff on a larger scale contribution that PAC can make to the school. The teaching staff will discuss and let us know what would be most valuable this year.

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

- This year's enrollment is comprised of 50% EAL (English as an Additional Language) students, this is a significant increase from last year where the school was at 31%. There are 20 different native languages spoken among the enrolled students. There will be changes in the way the school will communicate with these students and their families. Letters will be translated into different

languages to ensure that families understand the information being sent out. This will be a learning year in determining the most helpful and effective ways to support our EAL students and families.

- We completed a tour of the school as some parents had never had the opportunity to see some of the rooms in the school and Mr. Rajotte gave updates on what the rooms were being used for this year (a lot of positive changes) to best support students.
  - 1 - Grade 5/6 - Brian Graeb
  - 2 - EAL - Halyna Oleh
  - 3 - Grade 1/2 - Ailsa Descender
  - 4 - General Student Services - Meaghen Shangreaux
  - 5 - Kindergarten - Kendra Floyde
  - 6 - Early Years Student Services
  - 7 - Grade 1/2 - Lois Mackay
  - 8 - ERI - Darla Alsip
  - 9 - Sensory/Activity room
  - 10, 11, 16 - Day Care
  - 12 - Grade 4/5 - Wendy Narozniak
  - 13 - Middle Years Student Services room
  - 14 - Grade 3/4 - Brittany Piche
  - 15 - LRTA
- Parent/Student Handbook - was distributed to the Parents at the PAC meeting for review. A Parent/Student Handbook has been under revision for the last few years at Dr. Penner. Mr. Rajotte asked if any parents had comments and suggestions about the handbook that he would appreciate it. After receiving the feedback (if any), it will be sent to families.
- River Park Flooring in our neighborhood (on St. Mary's Road) has made an awesome (and unsolicited) donation to the school. They delivered 3 play mats to the school at the beginning of the year which have been welcome additions to the Grade 1/2 classrooms. The students in those classes will be visiting River Park Flooring to thank them for their very generous contribution.
- Some students from grade 4, 5, 6 will be representing Dr. Penner at the LRSD Cross Country meets this fall. Their first meet is Wednesday September 20. They have been practicing for the last week or so under the direction of Mr. Bojarski, Mrs. Shangreaux and Mrs. Alsip. Very fun and exciting opportunity for the students.

- School Staff Update

○ Richard Rajotte	Principal
○ Kendra Floyde	Kindergarten
○ Lois Mackay	Grade 1/2
○ Ailsa Descender	Grade 1/2
○ Brittany Piche	Grade 3/4
○ Wendy Narozniak	Grade 4/5
○ Brian Graeb	Grade 5/6
○ Frank Bojarski	Phys. Ed
○ Matthew Funk	Music
○ Darla Alsip	Literacy Support
○ Meaghen Shangreaux	Student Services
○ Halyna Oleh	English as an additional language
○ Karen Burkett	Teacher Librarian
○ Annette McLoed	Administrative Secretary
○ Laura Elliott	Office Secretary
○ Tara Watt	Assistant Librarian
○ Dave Frobisher	Head Custodian
○ John Reeves	Night Custodian
○ Rhianna Dearman	Night Custodian
○ Cathy Kostenchuk	Educational Assistant
○ Candace Grenier	Educational Assistant
○ Annalisa McAlpine	Educational Assistant
○ Lori Vandal	Educational Assistant
○ Deb Dandeneau	Educational Assistant
○ Kerry Milligan	Educational Assistant
○ Grace Igbinoghene	Educational Assistant

- Don Sookermany Educational Assistant

- **Upcoming Events Summary and Dates**

- Sept 18 2017- PD Day no School
- Sept 26 2017- Staff Meeting Day- Early Dismissal
- Oct 3 2017- Next PAC Meeting
- Oct 6 2017- Thanksgiving Lunch
- Oct 9 2017- Thanksgiving
- Oct 20 2017- PD Day- No School
- Oct 24 2017- Staff Meeting Day- Early Dismissal
- Oct 27 2017- PAC Halloween Dance

**Teacher's Report- Mrs Lois MacKay**

- Terry Fox Week at the end of Sept at Penner School. There will be a school walk on Sept 28 to celebrate Terry Fox and his legacy (parents and guardians are welcome to join in the walk!). Teachers will begin talking about Terry Fox and his role in Canadian history over the last week of Sept. Rick has ordered an official Terry Fox flag that the students will carry on the day of the walk. There will be donations collected during this week, a different coin for each day of the week.

**Committee Reports**

**Fun Lunch- Allison Rempel**

- Volunteer needed to help with Fun Lunch. -Shannon has volunteered to work with Allison on this committee.
- New Family Order Forms- Reviewed by PAC
- Next Fun lunch on Sept 28 2017- Pizza Pizza and Menchies

**Fall Fundraiser - Michelle Marinelli**

- Discussed fall fundraiser options; the PAC decided upon the following Fall Fundraisers, Kernels Popcorn, Bothwell Cheese and Calbri bags. (other options were, perogies/meats, Shelmerdine's, Lacoste, show and save, Mum's Pantry
- We also talked about the spring fundraiser, St leons Desjardins and Glenlea Plants, as options. Will discuss further after Christmas break.

**Social Event Dates**

Movie Nights -Nov 17/ Jan 19 / April 13

Thanksgiving Lunch Oct 6

Halloween Dance Oct 27<sup>th</sup>-

End of Year Party June 8 2018

**Adjournment-** motion to adjourn 1<sup>st</sup> Allison and 2<sup>nd</sup> Tamara @8:35pm

**Next Meeting October 3<sup>rd</sup> 2017**

**Free Babysitting**

**New ideas and fresh faces always welcome!**

PAC Dates for 2017/2018 School Year

Sept 12/Oct 3/ Nov 7/ Dec 5/ Jan 9/ Feb 6/ March 6/ April 3/ May 1/ June 5