

RSPC Parent Connection

Meeting Minutes

19 FEBRUARY 2025 / 6:00 PM / ROYAL SCHOOL LIBRARY

The Meeting was called to order at 6:00pm by Kara Spittal, Chair.

ATTENDEES

Executive Members In Attendance:

Jani Sorensen, Tricia Sutherland, Monica Gill, Heather Mudry, Kara Spittal

Other Members In Attendance:

Jessie Thiessen, Sunny Yin, Leanna Williams, Tanis Thiessen, Robyn Liddle

PRINCIPALS UPDATE

Tanis discussed updates on the ongoing efforts to recover from the cyber security incident in December.

Notes for the update can be found in the [google drive here](#).

APPROVAL OF MEETING MINUTES

- Brought Forward By: Kara
- Approved By: Leanna
- Seconded By: Robyn

ACTION ITEMS

Tricia

- Provide float for canteen on Bingo Night

Jani

- Send out communications for Bingo Night

Leanna

- Respond to Mr.Bridge re: Track and Field Day

CURRENT BUSINESS

Square Reader Update

- Decision: Not moving forward with the Square reader.
- New approach: Tie RSVPs for Bingo to a purchase to reduce no-shows.
- Consideration: Incorporating educational opportunities by having kids count money at the canteen. Not proceeding with this for now.

Action Items from January

- All action items have been completed.

Financial Update

- Valentine's Fundraiser: \$557.74 raised.
- McDonald's Fun Lunch: \$277.98 raised.
- All school transactions have been entered into a spreadsheet for better visibility.

Fun Lunch Update

- McDonald's Fun Lunch went well; 179 orders in total.
- No gratuity was kept, and extra meals were donated.
- Some parents still brought in McDonald's despite the lunch.
- Fun Lunch Fund: Active; Tanis is reaching out to families in need. Donations are still coming in.
- Recommendation: Pause collecting donations for the remainder of the year but provide something special at the end of the school year.
- Next Fun Lunch: Expected end of April or early May.
- Refunds: Two families were refunded for snack packs due to inability to attend or financial reasons.

Teacher Appreciation Treat Update

- Robin and Kara provided chocolates and a fruit and veggie tray to teachers and support staff to thank them for their efforts during the December cyber attack.
- Receipts have been submitted to Trish and reimbursed.

Communication Board Update & Vote to Purchase

- Kara received a quote for a double-sided communication board from John Henry Signal.
- Location for the board: beside the welcome sign on the playground (visible from both the field and play structure).
- Total cost: \$1,254.40 (includes installation and board).
- Design Collaboration: Melanie (Speech Language Pathologist) will work with John Henry to design the board based on apps the students are using.
- Motion for Approval: Kara requested approval to purchase the board.
 - Seconded By: Heather
 - All in favor: Passed.
- Funds from Bingo will be allocated towards this board. Money must be spent within 60 days of the event.

Lessons Learned from February Community Family Event (Movie Night)

- Event Feedback:
 - Doors should open at 6:00 PM, with the movie starting at 6:15 PM.
 - Remind parents to supervise children.
 - Tickets for snack packs should be laminated paper for reuse across events.
 - Communication Notes:
 - Call out bathroom locations.
 - Enforce no cell phones (per Provincial mandate).
 - Reminder: Start the movie at 6:00 PM, doors open at 5:30 PM.

March Family Fundraising Event Update

- Expenses: \$299 spent on canteen items from Roblin Park. Additional purchases needed for chips and drinks.
- Canteen: Cash only, will need a float (Trish will organize).
- Prizes: Toy prizes for kids. Four rounds of Bingo; leftover toys will be donated to the holiday market.
- Incentive: Each winner will receive a Fun Lunch voucher.
- Communications will go live on Monday.

Proposed Constitution Updates

- Jani, Trish, and Heather met in November to discuss governance items and proposed updates to the constitution, including risk management and record-keeping.
- Proposed Changes:
 - Remove redundancy in points #6 and #8 (delete #6).
 - Add instructions for volunteering for positions.
 - Add a note at the September meeting to confirm intentions for positions.
- Kara will take over the discussion on the constitution, and a final vote will take place at the next meeting after members review the document.

Request on Behalf of Ms. Couture

- Ms. Couture has requested Kleenex boxes. Tanis has plenty available in the office.

Request on Behalf of Mr. Bridge (Track and Field Day)

- Volunteers Needed: Two parents are required to serve as starters for Track and Field Day in May.
 - Volunteers must have a criminal record check and child abuse registry check.
 - The day will be full, with a lunch break.
 - Communication: Jani will add a request for volunteers in the monthly communication. If more volunteers are needed, a call for help will be sent.

- Monica volunteered, contingent on work schedule. Leanna will respond to Mr. Bridge.

Teacher Appreciation Week

- Postponed to a future meeting.

RSPC Feedback Review

- Postponed to a future meeting.

Adjournment

- Meeting adjourned at 7:37 PM by Kara.