

Meeting called to order at 6:33pm.

Members in attendance:

- Jen Fisher
- Robyn Clarke
- Michaela Richardson-Funk
- Megan Brown
- Kim Metcalfe
- Carla Arnason
- Principal Darren Oughtten
- Heidi Chuback
- Chantal Church
- Audrey Plantje
- Jill Boulet
- Shannon Pfaff
- James Melendez

Principal's Update: See attachment

- 1) RWP enrollment : catchment enrolment is up
- 2) Facilities update: daycare redevelopment currently happening. Darren looking in to cost of digital reader board for front of school.
- 3) Calendar Events
- 4) Lunch program: looking to hire more supervisors **\*\*ALWAYS** . We currently are staffed well. It would be nice to have a few more bodies, to be overstaffed. Tried hiring from Oak Park (high school students), could not find any applicants.
- 5) Other: refer to notes on handout.

## Review of craft sale & popcorn sales

### Craft Sale

- It made a lot of money
- Was also a lot of work—not sure if we will put one on again next year.

### Popcorn Sales

- first popcorn day of the new year is tomorrow Tuesday Jan. 21, 2020
- Chantal asks if anyone is available to help her tomorrow: unfortunately, no one is available.
- Current flavours being offered are caramel, white cheddar, and butter salt.
- Future popcorn sale dates are: Feb 11, Mar 3, 24, April 14, May 5, 26, and June 9<sup>th</sup>.

### Activate Fundraiser

- 2 timeslots booked. 5pm: 28 ppl confirmed  
7pm: 56 ppl confirmed  
There is an 80 person cap/session
- So far it seems to be doing quite well
- Do we want to have popcorn sales/candy bags etc. For sale during event? Should we hold off on food altogether? CONSENSUS: YES, NO FOOD.
- How are tickets issued? No physical tickets. There will be a list at the door. People can e-transfer ahead of time, or pay cash or cheque (made out to RWP parent council) at the door. NO CREDIT/DEBIT AVAILABLE AT EVENT.

### Babysitting Course

- Heidi has booked the course, and it is confirmed for the upcoming in-service day of January 31, 2020
- Mrs. Penner organized permission click, so it made the process very easy. Thanks to Mrs. Penner for that option.
- 15 students confirmed. Maximum capacity of 20
- Heidi will arrive in the am to ensure instructor has arrived and they are adequately set up for the course.

- Susan Krepart has volunteered to supervise lunch, during the lunch break

#### Vaccination Day:

- Upcoming date of April 30<sup>th</sup>, 2020. This is for grade 8 only.
- PAC is responsible for providing a treat and juice and being present to help bring students down for the immunizations.

#### Muffin/Cookie Fundraiser

- Send out the order forms for Feb 3/2020
- Ordering will close Feb 21, 2020
- Delivery should happen March 10<sup>th</sup>...before spring break. Delivery needs to be confirmed and finalized. The date listed is a tentative date. Date will be around that date. There is normally a 2 week turn around period after ordering closes and delivery happens.

#### Colibri Fundraiser

- Starts Mar 31, 2020 runs through until April 13<sup>th</sup>.
- The fundraiser will run for a 2 week period
- All ordering can be done online
- Send info out to parents. In previous years, ordering was done online by parents, as well as paper invites. If we do paper ordering, we just take the money, and input orders online.
- Mrs. Pfaff offered to run/organize the fundraiser.
- It is a very straight forward, simple fundraiser.
- Produced very well the last time it was done a couple of years ago.

#### Trivia Night

- Date set for April 25<sup>th</sup>, a Saturday night
- Permits are required. Megan will obtain.
- Should we do tables of 8 or 10

- We are responsible for providing a sound system for the trivia host. We will need to talk to Mr. Johnson.
- Trivia host cost is \$400
- Should we charge \$100 or \$120/table? \$120 for a table of 8 equates to \$40/couple. Council feels that price would be received well by community.
- Capacity of hall is 220. Community centre feels we would be more comfortable with capacity at 200 ppl.
- Should we do a silent auction, 50/50 draw?
- Regarding silent auction: Could every class put together a basket. We create a theme, and class brings in donations in regards to theme assigned???
- Discussion on how much work a silent auction will be? It is work, but does provide profit.

## June BBQ

- Date confirmed for June 4<sup>th</sup>, 2020
- Partyworks has contacted Heidi
- Henna is confirmed
- Photo booth is confirmed
- Heidi has contacted Kids in Motion
- TAG'EM (now called Limitless Events) is quite expensive. If we would like something like this (inflatable obstacle course, which was a huge hit last year), we will need sponsorship. There is discussion as to whether we will receive the same level of sponsorship as we have in previous years, as some of our regular sponsors have made larger donations to the current landscaping project. We want to really think about how to navigate inflatable rental etc, as we do not want to lose money on this event. Could enquire with Games to You about inflatables, hamster balls etc. Hamster balls are requested and highly asked about.
- Activate has an inflatable contact out in Grande Pointe. They are generally quite affordable.
- Last year axe throwing was very popular. We should think about having that activity again.

## Fundraising

- Discussion is that we should just stick with what we have planned currently don't add any other fundraisers. Save them for next year.
- Peak of the Market...next year, perhaps closer to Thanksgiving
- Value Village...tabled for a possible next year
- Fundscript...possible for same time next year as was done this year.
- We will fund the Festival Trip for grades 6-8
- We will fund the ski trip in March.

Treasurers Report: See attachment

- Kim would like it noted that the teaching staff (teachers and EA's) made a donation to the ongoing landscape project. She will bring card next time. PAC is super appreciative of staff donation, but also their support in the project.

Landscape Fundraising Update: See attachment

Landscape update:

- Jen talks about tenders going out to businesses
- Hopeful and planning for a start date of July 2, 2020
- Wendy sent out tenders to 5 businesses, we are missing one business. Jen will email Wendy to make sure a tender is sent out to the missing business.
- Bids are due back Feb 7<sup>th</sup>, 2020
- All bids will be returned to Darren for review
- Shelmerdines is donating 4 trees to the project
- Talks are currently ongoing between Wendy and Kerri Joss and Laurie Carriere as to whether some aspects of the projects are suitable for the school property. Discussions are ongoing. Wendy assures landscape committee that the project will reflect the initial vision, and that modifications (if need be) won't interfere with design plans.
- There are still outstanding grants that are valued quite high. We remain hopeful in our application attempts.
  - 1) Winnipeg Foundation: total of \$15,000 possible, should hear back around January 23, 2020

- 2) Richardson Grant: total of \$10,000 possible
- 3) Manitoba Hydro: total of a possible \$10,000
- The landscape committee has had some discussions about how to send out “thank-you’s” to the community for their donations.
- How do we properly say thank-you
- How should we acknowledge the donations for recognition?
- Kim Metcalfe suggests sending out an acknowledgement of receipt of donation.
- PTESF will send out tax receipt for qualifying donations
- To thank students for smaller donations: perhaps sending out a blanket announcement thanking them over the PA.
- Perhaps we should go to the classrooms to thank students personally.
- Contact fund to make sure tax receipts have gone out
- Update of amount raised in an email:
- PTESF: contact Leigh from division

Any other questions or comments:

- Discussion about approving minutes- must be approved as per constitution states.
- Minutes will be sent out via email, and can be approved via email, then after approval can be posted to parent council site as well as social media (if we post to FB page)

Next scheduled meeting Feb 24<sup>th</sup>, 2020

Meeting adjourned at 7:40pm.