

Oakenwald Parent Advisory Council (OPAC)

Meeting Minutes – Draft

Thursday, October 26, 2023, 6:30 pm

Location: Oakenwald School – Library

In attendance: Brad Burns, Amanda Robinson, Kristen Black, Lindsay Toews, Kamal Parvez, Cas Acland, Nadia Selby, Suzzane Millar, Stefani Marentette, Bree Craig, Pauline Lauder, Sulaimon Aderoju.

1. Call to order – Lindsay called the meeting to order at 6:33 pm
2. Welcome/Introductions – Lindsay – Sign in sheet for names and email addresses was distributed. Introductions were made.
3. Adoption of October meeting agenda and September minutes. Katherine motioned to approve the September minutes, Cas seconded. Kristen motioned to adopt the agenda, Pauline seconded. Motions passed.
4. Kristen put her name forward for the vacant position of secretary. Amanda nominates, Suzanne seconded, all in favour.
5. Principal’s Report – Mr. Burns introduced himself and his background in the field. Excited to be back in Pembina Trails and working at Oakenwald.
 - a. Incident Debrief - initiatives put in place to ensure it does not happen again.
 - i. Increased support - in the form of additional EA support, convert existing support from EA1 to EA2. Some positions are temporary to allow for EAs to be trained in the plan for the child.
 - ii. Increased Training for staff
 - iii. Door Alarms installed to alert staff if someone leaves the building.
 - iv. Spring Loaded gates installed at the playground perimeter to slow down a child trying to leave.
 - v. Staff support
 - vi. Planning of Systematic Search
 - b. Physical Education
 - i. Volleyball for Grade 6 students
 - ii. Flag Football - train as a team outside of school hours. Inter school jamboree to be held during school hours. For Grade 5 and 6 students only.
 - c. Music
 - i. Choir - lunchtime choir has commenced as an option for students in Grades 4-6. Takes place on days 1 and 3.
 - ii. Remembrance Day Assembly - Choir will be performing.
 - iii. Holiday Concert will take place the evening of December 7th at Soul Sanctuary.
 - iv. Narnia at MTYP - December 19th all Grades 5 & 6 students will attend as well as Grade 4 students from the 4/5 classes.
 - d. Assessment
 - i. Class Profile Meetings have been held to discuss general interests of students, strengths in terms of numeracy and literacy of each classroom. This ensures each room has support in the right places. Teachers have gotten to know their students well and advocate for their success.

- ii. Report cards will be sent home in early December
 - e. Grade Re-structuring for 2024/2025 - Mr. Burns will be meeting with the Administration at General Byng to discuss this transition. Need to ensure Grade 5 students also have equal closure and celebratory opportunities as the Grade 6 class.
 - f. Patrols - Questions about when the patrols will begin, especially from the Grade 5 students. Mr. Burns will speak with Ms. High about this.
 - g. Bus Dismissal Protocol - Bus captains from Grade 6 are assisting with this process. 2 students are stationed in each hallway for each bus and visit each classroom to take attendance of bus students.
5. Financial report – Nadia
- a. Invoice for Ipads received. Cost came in just over \$3200.00 dollars. The fence cheque has not been cashed yet. Balance of \$2760.00 in account.
6. Fundraiser - Cas
- a. Peak of the Market - Email will be sent out the week of October 31st to open ordering for Farm to School. \$15.00 and \$25.00 bundles available with option to also donate bundles to Harvest Manitoba. Orders will close on November 18th. Delivery and pickup of bundles on November 28th. Cas will be putting out a call for volunteers to organize and pack the bundles upon delivery.
 - b. Discussion about fundraising to contribute to classroom recess supply bags (soccer balls, frisbees, etc).
 - c. Bake sale at Winter concert
 - d. Lindsay brought forward the idea of Dance-a-thon to increase the portion of fundraising dollars that stay with OPAC. Read-a-thon also discussed.
7. Introduction of Social Coordinators
- a. Stef and Nadia will be planning social events throughout the year.
8. Winter Concert Bake Sale & Staff Appreciation
- a. Nadia has reached out to Soul Sanctuary regarding setup.
 - b. Budget for bake sale of \$200.00. Cas motions to approve, Kathryn seconds. All in favour. Motion passed.
 - c. Staff Appreciation - 31 staff members, suggested budget of \$300.00. Kathryn motions, Amanda seconds. All in favour. Motion passed.
9. Other business
- a. Pauline discussed hot lunches and possible options for future ones. Boston Pizza will be next.
 - b. Potential playground improvements will be discussed at the next meeting.
10. Future Meeting – will be on November 23rd at 6:30 pm in the school library.
11. Adjournment – Lindsay made a motion to adjourn at 7:55pm