



# BISON RUN SCHOOL PARENT ADVISORY COUNCIL (PAC) MINUTES



Monday October 16, 2023 - 7:00pm

Location: Bison Run School Library

## AGENDA

In attendance:	Admin - Caterina Romeo-Mzakar (Principal), Kendra Gowler (Vice-Principal); BR parents: Kristin Holdahl-Shawn (Chair), Macara McGregor (Vice-Chair), Abdulfattah Bello (Treasurer), Teassa MacMartin (Secretary), Lilia Rojas, Allie Blazek, Stephanie Wheatley, Abdul Mujeeb Mohammad, Heather Utko, Olayinka Obidare
7:05 - 7:07 p.m.	<ol style="list-style-type: none"><li>1. CALL TO ORDER (7:05PM)<ol style="list-style-type: none"><li>a. Reintroductions of the executive council</li><li>b. Approval of agenda – approved by Allie, second Abdul M.</li></ol></li></ol>
7:08 - 7:10 p.m.	<ol style="list-style-type: none"><li>2. APPROVAL OF PREVIOUS MEETING MINUTES Edits<ol style="list-style-type: none"><li>a. Bonnycastle (incorrectly written as two separate words)</li><li>b. 1f(iii): should read “unavailable”, not “available”</li><li>c. Approved by Macara as amended, second by Melissa</li></ol></li></ol>
7:10 - 7:15 p.m.	<ol style="list-style-type: none"><li>3. REPORTS FROM PAC EXECUTIVE AND OTHER COMMITTEES<ol style="list-style-type: none"><li>a. Chair report<ol style="list-style-type: none"><li>i. Funds coming from Pembina School division: \$375</li><li>ii. PAC Grant Funding</li></ol></li><li>b. Treasurer’s Report<ol style="list-style-type: none"><li>i. Account not yet established</li><li>ii. Will require multiple signing authorities</li><li>iii. Kristin, Abdul, &amp; possibly Macara will coordinate and open an account ASAP</li></ol></li></ol></li></ol>
7:15 - 7:25 p.m.	<ol style="list-style-type: none"><li>4. REPRESENTATIVES FROM OTHER ORGANIZATIONS<ol style="list-style-type: none"><li>a. Suggestions for invites to upcoming meetings<ol style="list-style-type: none"><li>i. Manitoba Association for Parent Councils (MAPC)</li><li>ii. There is a workshop/talk that can attend, buy this does require funds – approx. \$60 + mileage</li></ol></li><li>b. Caterina: there may be a support/connection on the board that could be invited<ol style="list-style-type: none"><li>i. ACTION: Caterina will extend November meeting invite</li></ol></li><li>c. Stephanie has suggested contact with a member of Stonewall PAC that have recently build an accessibly play structure (\$110, 000)<ol style="list-style-type: none"><li>i. Suggestion: crush gravel can be postponed saving on costs temporarily</li><li>ii. ACTION: Stephanie will follow up</li></ol></li></ol></li></ol>

	<ul style="list-style-type: none"> <li>d. David Pankratz visiting October 24<sup>th</sup>, some PAC members can be present to represent the council (2pm) – Kristin &amp; Macara</li> <li>e. Secretary Treasurers Department may be able to provide support on grant writing – suggested by Catarina <ul style="list-style-type: none"> <li>a. Accessibility Manitoba – suggested by Macara</li> <li>b. Linden Meadows also recently put up an accessible play structure <ul style="list-style-type: none"> <li>i. ACTION: Kristin will contact the Linden Meadows PAC</li> </ul> </li> </ul> </li> </ul>
7:25 - 7:35 p.m.	<ul style="list-style-type: none"> <li>5. PRINCIPAL'S REPORT <ul style="list-style-type: none"> <li>a. Kendra: Picture day was a success!</li> <li>b. Kendra: Traffic situation is improving <ul style="list-style-type: none"> <li>i. Meeting with the city Thursday for “No U-Turn” signs during pick-up and drop-off time</li> <li>ii. Lee Blvd will be getting a traffic light at Waverly</li> <li>iii. The road along the north(?) side of Pembina Trails Collegiate is now open</li> </ul> </li> <li>a. Kendra: Volleyball teams are underway</li> <li>b. Caterina: Sensitive times with Ukraine-Russia conflict, and now additionally with Palestinian-Israeli conflict</li> <li>c. Caterina: Monday mornings introducing circle time (what does this week look like? Lunch hour? Recess? Friday afternoon: a lookback on the good points and improvements</li> <li>d. Caterina: Friday is now “no-phone” day <ul style="list-style-type: none"> <li>i. May be moving into phone-free Bison Run</li> </ul> </li> <li>e. Caterina: How will we be celebrating Halloween is a multicultural school? <ul style="list-style-type: none"> <li>i. Costumes, cultural wear, “Sunday-best” – dress-up as you please</li> <li>ii. NO WEAPONS, MASKS, OR HORROR</li> <li>iii. School spirit-building week being organized by the kids, e.g. Pajama Day, Twin Day</li> <li>iv. First annual pumpkin carving contest – half price pumpkins from Superstore - top five pumpkins will receive extra Phys-Ed periods!</li> </ul> </li> <li>f. Immunizations and hearing screenings a success</li> <li>g. Belonging, inclusion, creating community assembly first week on November</li> <li>h. Second week of November will be Remembrance Day – “People of Peace” theme <ul style="list-style-type: none"> <li>i. Each wing will decorate a tree</li> <li>ii. Children will receive doves to write their words of peace</li> </ul> </li> <li>i. Abdul inquired about how students are being notified and educated on events and holidays they have never experienced before <ul style="list-style-type: none"> <li>i. Caterina ensured that students will be notified, and parents will receive emails beforehand</li> </ul> </li> </ul> </li> </ul>
7:35 - 7:40 p.m.	<ul style="list-style-type: none"> <li>6. UNFINISHED BUSINESS FOR DECISION AND ACTION <ul style="list-style-type: none"> <li>a. Approval of Constitution <ul style="list-style-type: none"> <li>i. Approved with clause to incorporate changes over the next few years as the school changes and grows</li> <li>ii. Approved by Macara, second Stephanie</li> </ul> </li> </ul> </li> </ul>

7:40 - 8:05 p.m.	<p>7. NEW BUSINESS</p> <ul style="list-style-type: none"> <li>a. Fundraising committee membership <ul style="list-style-type: none"> <li>i. Members: Heather (member), Christine Kuhn (member – not present, but volunteered by Macara), Lilia (member), Stephanie (member), Allie (lead), Abdul M. (lead)</li> <li>ii. Leads are expected to organize semi-regular meetings and delegate responsibilities</li> <li>iii. Kristin: Possibility of outsourcing grant writing designated group <ul style="list-style-type: none"> <li>– ACTION: Kristin will contact Janice Lukes for info</li> </ul> </li> <li>iv. Macara works for a non-profit that may have suggestions for grants pertaining to accessibility</li> <li>v. Macara suggested a “Core Board” for students have verbal communication issues</li> <li>vi. Caterina suggests that PAC can survey the grounds for smaller outdoor activities (e.g. foursquare, teatherball), but someone from facilities will also survey the grounds to identify best areas for development</li> </ul> </li> <li>b. Fundraising ideas <ul style="list-style-type: none"> <li>i. Aside: money from the canteen is going to the Games Group, e.g. Uno and other card games have been purchased (\$57 spent so far)</li> <li>ii. Fun lunch <ul style="list-style-type: none"> <li>– ACTION: Macara will inquire about Munchalunch</li> </ul> </li> <li>iii. General plan: 1-2 larger events, and several small events over the year (e.g. fun lunch)</li> <li>iv. Suggestions: Peak of the Market (too late for this year, next year!), Kernels, Shelmerdine’s/Glen Lea plant sale, Cookie Dough (Whyteridge made \$10,000!), gift cards or customizable giftcards for nearby businesses, perogies (50% return), milk, health sponsors (Altea/Goodlife)</li> <li>v. Kristin: Express Pizza and Sub approached us – but they are not close</li> <li>vi. We are considering approaching developers in the area</li> <li>vii. Tax number from Pembina Trails School Division – Kristin will contact the Treasurer’s department - can provide tax receipts to donations over \$50</li> <li>viii. Allie reminded to include an option to donate without purchasing from fundraiser <ul style="list-style-type: none"> <li>– Stephanie suggested QR code for direct donations</li> </ul> </li> <li>ix. Need to be aware of corporate gifting regulations!</li> <li>x. Kristin &amp; Macara will draft a letter to approach business for next meeting</li> </ul> </li> </ul>
8:05 - 8:10 p.m.	<p>8. NEXT MEETING DATE AND ADJOURNMENT</p> <ul style="list-style-type: none"> <li>a. Motion to adjourn Allie, second Stephanie at 8:10pm</li> <li>b. Next meeting date: November 20<sup>th</sup>, 7pm</li> </ul>