

École Van Walleghem School-Parent Council

Meeting Minutes

Date: January 9, 2024

Time: 7:00 p.m.

Location: École Van Walleghem School (Library)

PC Executive Members in Attendance: Colleen Peluso, Wil Hedges, Anne Meszaros, Rochelle Reynolds, Wendy Schultz, Jen McPhail

Regrets: None

Administration in Attendance: Tori Patzer (Principal) and Carrie Lourenzo (Vice-Principal)

Members at Large in Attendance: Salma S., Demyan H., Pooja S., Robert A., Sun K, Elly L.

Call to Order: 7:10 p.m.

-A motion was made to adopt this evening's agenda. Moved by Colleen, seconded by Anne. All in favour; no one opposed. Carried.

-A motion was made to adopt the minutes from the November 14, 2023, meeting. Moved by Colleen, seconded by Jen. All in favour; no one opposed. Carried.

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A. Parent Council Initiatives:

1. Chair's Report-Colleen Peluso

- i. The options for a Parent Council logo were once again presented. A few tweaks were made since they were presented the last time. Choice #3 was selected in a vote this evening.
Motion: A motion was made by Demyan to select the "Two Hands" logo. It was seconded by Jen. All but one in favour. Carried.
- ii. Website work has not yet been completed (ongoing process).
- iii. Several parents have joined the VW staff on their walks with the Maman Bear Clan. Thanks to the staff for letting us join in!

2. Fundraising Chair Report-Anne Meszaros

- i. It was the intention to have the "Farm to School" running in the new year but it is not available at this time of year. It will be tabled to September (registration opens in

- May).
- ii. Anne would like to host a planning session for fundraising in order to plan for next year. **This is open to anyone who would like to attend.** It will take place in late January/early February and will be put out to the community.
 - iii. Lacoste Plant Fundraiser is complete. Not as profitable as hoped. Key Performance Indicators: 48 items ordered and 26 orders. 65% were etransfers, 34% were cheques. Total net revenue: \$281. There was a glitch in some advertised pricing and the profit should have been about \$100 more. Assuming there are 350 families, 7.43% took part in the fundraiser. A review will be done to see how to improve in the future. A big thanks to Anne for taking on this task!
 - iv. Current active campaigns: Subway Fun Lunch. Year to date profit is \$1630.50 (a 19.33% profit) and Mabel's Labels (over \$70 raised and \$49 in holding, as cheque is cut when we reach \$50). **Action: Present Mabel's Labels at the upcoming Kindergarten Information Night.**

Comment about Subway Lunches: It was never intended to be a big money-maker, just a chance to give parents a break from making lunches. Prices have gone up and this is an expensive lunch for many, especially the cost of chips. The 12-inch subs are not much food for older children so lunch still needs to be packed. Note: The 75-cent fee/surcharge was a recommendation from Subway. Anne took this information without any prior knowledge. Could we attract more families if the costs come down a bit? **Action: Anne and Wendy to look at this together.**

- v. Upcoming Campaign: Glenlea Plant Fundraiser. Online ordering will open at the end of January, with a deadline of April 15 for placing orders. **Certain items tend to tell out very quickly.** Ordering will be online only.

3. Site Report Chair Report-Vacant (Anne is helping to fill in this role for the time being)

- i. No new update from the school division on where we are at with the lease for land (for the future play structure). It moved from the school board to the province with no definitive timeline or information.
- ii. Anne received a letter from the City regarding their stance on the future play structure. They are supportive of our initiatives but no financial support will be given because, in their view, the needs of the community have been met with other structures in the area.
- iii. For complaints in regard to our site, do parents know where to go? There is a Workplace, Health and Safety committee in place at the school and parents can always go directly to the administration.
- iv. Traffic on Princemere: This has been an issue for years and the PC has worked with the school in the past. Please speak with Tori if you are inappropriately ticketed. Traffic goes one way, no stopping. Note: Since Covid, parents have found other alternatives for parking and Princemere is less congested than it was in the past.

4. Social Chair Report-Vacant

- i. Staff Appreciation Week will be coming up March 11-15. Sign Up Genius worked very well last year for parents to select when they wanted to sign up for recess duty and bring in treats. Massages/yoga was offered in the past, but there are many things that can be done. **Action: Colleen and Wil to start planning.**
- ii. Administrators Professional Day is coming up in April. We normally buy flowers/gifts for Lindsay, Pat, and Monica. **Action: A motion needs to be made at the next meeting to allocate funds this way.**

5. Linden Woods Fall Classic Race-Rochelle Reynolds

- i. The LWFC run is returning in 2024! The date is officially set for Sunday, October 6. Our application with the Manitoba Runners 'Association was accepted.
- ii. **The committee is currently looking for a few new members to fill vacant roles.** A message will be sent out to the parent community soon. Please consider joining us.
- iii. *A motion was made to move the earnings of \$4640 from the 2023 LWFC Run from the Restricted account to the Parent Council's General Accounts as discussed. This was moved by Rochelle, seconded by Wil. All in favour, no one opposed. Carried.*

6. Vice-Chair's Report-Wendy Schultz

- i. Not much has been going on with the Grade 8 Farewell Committee in terms of liaisons. **Note: The PC has historically gifted \$500 toward this event. Cheque should be made out to the school.**
- ii. The Movie Night fundraiser took place in December. There were good internal controls with regards to the cash. The event was not well attended, though fun for those who were there. The revenue earned from this event needs to be communicated to the PC. Another Movie Night will take place in the spring.

7. Treasurer's Report-Jen McPhail

- i. The bank balances are as follows (as of December 31, 2023)

Bank Balance-General Account	\$30,704.36
Bank Balance-Lunch Account	\$173,122.67 (includes fees collected for this year)
Investment-General Funds	\$17,221.20
Investment-Playground Funds	\$66,397.25

- ii. Update on Linden Woods Fall Classic: Totals earned were \$4640.
- iii. GIC's were renewed in November. The fee for the MRA (for the run) was paid.

The Lacoste Plant Fundraiser is complete. Adult and Student Lunch Monitors were paid for the lunch program.

- iv. Extra funds from the Lunch Program:

There are currently 3 ideas in terms of what can be done with the money:

Option 1: 100% of funds go towards the playground structure funds.

Option 2: A blend. Some of the money could go toward the play structure while the rest goes towards giving back to those who have already paid in or could be offered as a credit for next year.

Option 3: Refund 100% of surplus to families who paid in to the program over the last few years.

Comments: Is it ethical to be putting the funds toward the play structure since that is not what the funds were intended for? Could we create a scholarship program who are not able to pay for the lunch program? It can be hard to reimburse someone who paid but moved away or left the school after Grade 8. Is it fair to reimburse some but not others?

Question: Can we reinvest the money for now since it is just sitting in a chequing account? Answer: It may be inappropriate since this is supposed to be a cost-recovery program and we should not have a large surplus. Action: Tori to investigate policies with the Secretary-Treasurer (with regards to investing and what should happen with the excess lunch funds). Tabled until next month.

8. Education and Communications Chair Report-Vacant

- i. Michelle stepped down from this position earlier in the year but had planned out the education evenings for us. Monday, February 12 will be an evening with the school board Trustees. They will present the school system in Manitoba.

9. Lunch Program-Vacant

- i. Lindsay has taken over several tasks and transitioning is going well.
- ii. Our Bylaws and Constitution say that a review needs to take place. We need to do either a review or audit before handing off the program to the school. A review engagement would not be detailed enough. For an audit, it needs to be taken on by someone with a public accounting licence. Action: Tori to talk to the Secretary-Treasurer to see what he recommends.
- iii. See discussion in Treasurer's report about plans for excess funds.

10. Other Business-Nothing new to discuss

Executive Portion Adjourned at 9:21 p.m. Moved by Colleen, seconded by Anne. All in favour. No one opposed.

B. Administration Report

-Tori and Carrie shared the following highlights with us:

School Plan Priority Areas:

- Academic Achievement: Numeracy and Literacy
- Well-being and Well-becoming: Inclusive Practice and Indigenous Perspectives
- Student Engagement: Belonging and Oral French

VW Kindergarten Information Evening: The École Van Walleghem School Kindergarten Information Evening for 2024-2025 will be on Thursday, February 22, at 5:00 pm. The purpose of this event is to introduce our vibrant school community to new families and to share information about the registration process.

Catchment High School Open Houses:

Ms. Bracken, the Principal of École Secondaire Oak Park, will be welcoming grade 8 French Immersion students and their teachers the morning of February 13. Students will be receiving registration packages and working with our counsellor, Ms. Klimack, and their teachers understand the process. Students and families are invited to the Oak Park Open House on February 15 at 6:00pm.

Ms. Birch, the Principal of Shaftsbury High School, will be welcoming grade 8 English program students and their teachers the morning of February 9. Students will be receiving registration packages and working with Ms. Klimack and their teachers to understand the process. Students and families are invited to the Shaftsbury Open House on February 13 at 6:30pm.

Information will be sent to grade 8 families informing them of the process. Senior Years Open Houses

PTEC: Pembina Trails Early College (PTEC) is an option for High School for all Pembina Trails students. PTEC prides itself on an accelerated programming in high-level technology courses. They work closely with well-established and respected Pembina Trails High Schools to support in the delivery of students’ core courses. In association with Tech Manitoba and MITT, they have created an ecosystem of innovators, highly technical influencers and bold leaders to guide

programming. Located at Pembina Trails Collegiate, the newest high school in Pembina Trails, the environment supports a sense of independence, professionalism and collaboration. To learn more about how to apply to PTEC, they will be holding an Information Session on February 1 at 5:30 pm at Pembina Trails Collegiate.

Student Engagement:

Two new invitations will be offered in the coming weeks over the noon hour. Mathematica is an opportunity for students to come together to prepare to write the annual math contest. Concours d'art oratoire is a club that prepares student to compete in the annual French language speaking competition. Basketball season has begun in the gym, as well as indoor track, and intramural programming. Daily announcements and teacher support guide students to choices during the day. Morning and after school invitations are communicated to families by email.

Emergency Planning: Throughout the school year, we practice our fire drill procedures and will have the first of two school-wide lockdown practices the week of January 29. Additional emergency procedure drills will be conducted throughout the school year. Our objective, through teaching and learning, is to ensure our students will be prepared to handle such situations knowing the confident adults are in the lead.

Festi-VW: Celebrating Festival du voyageur is an important part of VW's school culture as we mark Winnipeg's annual Festival du voyageur in February and Manitoba's strong Franco-Manitoban and Indigenous culture. This year, teachers will choose from a menu of programming options and classrooms will engage in a creative day of learning. We are grateful for teacher leadership, and all staff members for their planning for student success.

I Love to Read Month: February also centers literacy and a love of reading. Invitations for community members to read to classes will be extended, including for parents to read to classes in their mother-tongue. We are a highly diverse community and value the gift of plurilingualism.

Colder Weather: As the weather starts getting colder, we remind students to please dress warmly for recesses and outdoor learning opportunities.

Continued Professional Learning: Our next staff professional learning date is scheduled for Friday February 2. This time is dedicated to inclusive practices.

Second Term Dates:

Wednesday, January 10 Grade 5-8 Pizza Lunch
Wednesday, January 17 Subway Fun Lunch
Thursday, January 18 Grade 6 & 7 Ski Trip and Winter
Friday, January 19 Grade 6 & 7 Ski Trip
Wednesday, January 24 Grade 5-8 Pizza Lunch
Wednesday, January 31 Subway Fun Lunch
Thursday, February 1 Tri-Conferences (Evening)
Friday, February 2 Tri-Conferences – No Classes

Monday, February 5 Grade 7 & 8 Band Concert
Tuesday, February 6 Grade 6 Band Concert
Wednesday, February 7 Grade 5-8 Pizza Lunch
Wednesday, February 14 Subway Fun Lunch
Monday, February 19 Louis Riel Day – No Classes
Wednesday, February 21 Grade 5-8 Pizza Lunch
Thursday, February 22 Kindergarten Information Night
Wednesday, February 28 Subway Fun Lunch
Wednesday, March 6 Grade 5-8 Pizza Lunch
Wednesday, March 13 Subway Fun Lunch
Friday, March 15 Metro Common Day – No Classes
Wednesday, March 20 Grade 5-8 Pizza Lunch
Monday, March 25 – Friday March 29 Spring Break – No Classes

Adjourned 9:35 p.m.

Next Meeting: To be Determined (Either February 12 or 13)