

# École Van Walleghem School-Parent Council

## Meeting Minutes

Date: March 14, 2023

Time: 7:00 p.m.

Location: École Van Walleghem School (Library)

**PAC Executive Members in Attendance:** Wil Hedges, Wendy Schultz, Shelley Bertrand-Meadows, Michelle Chay, Rochelle Reynolds

**Regrets:** Taz Lakhani

**Administration in Attendance:** Sharon Labossière (Principal)

**Members at Large in Attendance:** Colleen, Julie, Brandi

---

Call to Order: 7:09 p.m.

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

*-A motion was made to adopt the minutes from the February 14, 2023, meeting. Moved by Michelle, seconded by Shelley. All in favour, no one opposed. Carried.*

.....

### A. Parent Council Initiatives:

#### 1. Chair's Report-Wil Hedges

- i. The PC Executive is focusing on reviewing the PC constitution and bylaws. Changes need to be made at the Annual General Meeting, which always takes place in May. Thanks to Wendy and Taz who helped to facilitate this process.
- ii. The PC Zoom account automatically renewed itself. One parent asked if we could adopt a hybrid model to attend by Zoom and in-person. This is a project for future exploration as we do not have the technology or a person to take charge of this.
- iii. Bell time changes: Wil heard from several parents after time had passed. There was no direct request for the PC group to do anything when the changes were announced. Wil let these parents know what they could do. Some went to Linden Meadows meetings, and some went in-person to the board meeting. **FYI: PTSB Board meetings occur every second Thursday and are open to the public. To be on the agenda, you must make your request 10 days beforehand.** The PC cannot guess if there is an issue with a particular matter and individuals need to communicate their concerns directly with the PC. **Action: If you have a concern, please attend meetings, or directly**

communicate with the President. Wil can be emailed at: [vwpccexec@gmail.com](mailto:vwpccexec@gmail.com). If you are unable to attend, reach out before our monthly meeting to make your concern known. Action: Wil to write up a blurb for Sharon to send to the community.

## **2. Lunch Program Report-Shelley Bertrand-Meadows**

- i. Tax forms went out. Everyone should have received one.
- ii. Microwaves: should we get rid of them? Action: Shelley and Sharon to look at them. If they are in poor condition, they will be sent to e-waste. If they are in good condition, we can determine what to do (such as donate to Value Village, Flavie Laurent, family in need, etc.). Question: Why can the microwaves no longer be used? What about getting new microwaves? Answer: They were not used during Covid times. Safety, cleanliness, lack of staff to supervise and the wiring are the issues. In addition, who is maintaining and cleaning them? Where are they being stored? Workplace Health and Safety Officer came for a visit and said they could no longer be used in the school.

## **3. Social Chair Report-Vacant**

- i. Staff Appreciation Week is planned for the week of March 20-24. An email was sent out asking for parents to help with food contributions and recess duties. Many people have signed up already! Recess duty continues to be an important part to fill. Action for everyone: send an email to: [vwpccexec@gmail.com](mailto:vwpccexec@gmail.com) if you can contribute food. Use the Signup Genius to sign up for recess duty.

## **4. Lindenwoods Fall Classic Race-Rochelle Reynolds**

- i. The date is planned for October 1, 2023.
- ii. The committee met again a few weeks ago. We are right in the middle of serious planning with focus on sponsorships, race registration, public relations and reviving the website. There has been great progress.
- iii. The MRA accepted our application to have the race be part of the Youth Series. This would attract more children to our race who are serious about earning points, taking part in an officially timed race, and earning a spot in top-10 best times for the province's official rankings. It elevates the status of the race.
- iv. There is a grant available for community events that Rochelle will apply for. This grant, if successful, could give out \$5000 toward race expenses (which would be a lot). Obi Kahn (MLA for our area) attended our meeting tonight for a bit. He encouraged our race to apply for the grant (see other business for more info).

## **5. Fundraising Chair Report-Vacant**

- i. Kristyn Van Wallegghem has taken on the task of the Glenlea Plant Fundraiser. No new information at this point. The due date to order plants is April 15 and pickup

- will take place on May 18 in the evening.
- ii. Boxes will be needed for giving people their plants. Glenlea can apparently sell us boxes, or we can ask for donations. In the past, Magda asked for long, skinny boxes and stored them at her house.

## **6. Education and Communications Chair Report-Michelle Chay**

- i. Constable Dave Howard will be coming on March 22 for presentation on internet safety. Action: Sharon to send out a reminder in a dedicated email to the event.
- ii. School trustees will be invited to come back to speak in October to newcomers (to help them understand the school system).

## **7. Site Report Chair Report-Taz Lakhani (unable to attend)**

- i. Taz and Sharon have been working with the division regarding where the structure will be. They have sent drafts back and forth.
- ii. Grants must first be approved by the division before they can be written. Obi Kahn spoke about grants available for play structures. He suggests writing him directly to find out what exactly is out there and then deciding what to apply to based on that information. A “Special Initiatives” grant is coming out this Friday (March 17) and will be open for 4 weeks only. There will be other information available at this time as well.

## **8. Treasurer’s Report-Wendy Schultz**

- i. The operating grant from PTSD was recently deposited.
- ii. Wil and Wendy need to go to the bank still. Wendy tried to see if she could set up the investments on her own (with Wil to sign at a later date) but the bank refused. Action: Wil to choose a time that works for Wendy and the bank. This is a business account, and these types of accounts have more controls in place.
- iii. As of March 2023, here are the bank balances:

<b>TD Bank Balance:</b>	<b>\$103,660.49</b>
Restricted Funds:	\$13,489.18 (Race) \$66,397.25 (play structure)
Total Restricted Funds:	\$78, 699.18
Unrestricted Funds:	\$26,894.50
Mutual Funds	\$3495.44

## **9. Other Business**

- i. Parent Council Website/Meeting Minutes: this idea has not been working out for us and has been abandoned. Space was cleared on the school website and officially

adopted minutes for the current year, along with the AGM, will be housed there. We will no longer send out unadopted minutes to a master list, as this was never meant to be the practice. **Action: Wil to type up an email to send to the community. Could we also send an email out each time when minutes become officially adopted?**

- ii. Wil is still planning to step down as President for next year. He will stay on as Past President. His position will need to be filled. As of now, no one has come forward for the 2023-24 school year. Would anyone willing to become a Co-President and share the job? **Action: PC executive to have a more formal discussion regarding this issue.**
- iii. Obby Kahn came to our meeting to speak about available grants. Grants can be used for community/school events. We should be looking for a grant due in January for the play structure. The first step should always be to email or call Kahn's department to find out exactly what is available when starting any sort of project. It is possible to apply for multiple grants in the same year. Please contact him regarding health, immigration, crime or community issues as our MLA.
- iv. Grade 8 Farewell: The PC has traditionally given \$500 to assist with this event. This could cover the cost of a DJ or photobooth. FYI: The PC never gives out more money than it has earned. FYI: there are companies available for photography that are better than Lifetouch. *Edge Imaging* was mentioned.
- v. *A motion was made by Shelley requesting \$500 toward the Grade 8 farewell. Seconded by Colleen. All in favour, no one opposed. Carried.*

*Executive Portion Adjourned at 8:30 p.m.*

\*\*\*\*\*

## **B. Administration Report**

Sharon Labossière (Principal) reported on the following:

Recent Events: The school movie event well attended. The Grade 6-8 Dance fundraiser raised \$600 for Children's hospital. The students at VW recently designed a polar bear circuit and won an award for \$1000. The Grade 7 and 8 students took part in the recent Band Festival. The Indigenous student services team came in to do work with the staff and students, along with treaty Training for the students in grades 5-8. The school was recently featured on CTV Morning with a team of teachers and Carrie Lourenzo promoting literacy. "Pembina Trails Sings" occurred. Basketball and Track & Field is in progress.

Upcoming Events: The musical has been having rehearsals and working hard. Advertising is happening. The musical will take place at Oak Park High School. The Grade 6's and 7's taking part in the ski trip leave tomorrow. The Grade 8 Quebec trip is coming up in May. An Indigenous storyteller is coming in tomorrow for early years students. "Stories Connects Us" is the theme. Report cards are being written and will be available online after spring break.

Other Information:

-The school has continued to receive many new students from Ukraine, other countries, and provinces. Could we have a position on the PC to support them?

-Provincial Document: Using *Circle of Courage* to frame the work for students and how we speak/interact with them.

Email Regarding Knife Incident: Due to FIPA laws, information had to be somewhat vague and not much could be shared (no grade level of student or pronouns allowed and had to be approved by the Superintendent before being sent out). No one was harmed or injured. The story had to be investigated based on what student witnesses saw and heard. A threat assessment took place as per divisional policy. The first goal is always student safety.

\*\*\*\*\*

-Adjourned at 8:40 p.m.

**\*\*Next Meeting: April 12, 2023\*\***