

École Van Wallegghem School-Parent Council

Meeting Minutes

Date: November 14, 2023

Time: 7:00 p.m.

Location: École Van Wallegghem School (Library)

PC Executive Members in Attendance: Colleen Peluso, Wil Hedges, Anne Meszaros, Rochelle Reynolds

Regrets: Wendy Schultz, Jen McPhail

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

Members at Large in Attendance: Salma S., Demyan H., Sherri P., Ademilola O., Hyesun K.

Call to Order: 7:04 p.m.

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

-A motion was made to adopt the minutes from the October 10, 2023, meeting. Moved by Anne, seconded by Rochelle. All in favour; no one opposed. Carried.

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A. Parent Council Initiatives:

1. Chair's Report-Colleen Peluso

- i. Two members of the Executive have recently resigned. We thank Michelle Chay (Education and Communications Chair) and Shelley Bertrand-Meadows (Lunch Program Coordinator) for their contributions and hard work.
- ii. Colleen was approached by a parent (Kristianne D) who offered to help make logos for the Parent Council. They could be used in the newsletters, Instagram, sending information out, etc. A few options were shared. Note: Logo with the stars and hand needs some work (rest are fine). **Action: Tori to put the logos on the website and get families to vote for their choice.**

2. Fundraising Chair Report-Anne Meszaros

- i. The plan is eventually do a fundraising strategic planning session to learn more about our needs and core values. **Action: Anne to organize this session in the new year**

- (which would go towards next year).
- ii. Anne has been working on creating digital planning and organization documents for each of the campaigns. She has developed a workbook with all the financial data and metrics to see the orders/payments. Jen (Treasurer) has been provided access to the financial data for full transparency.
 - iii. We have had two Subway Fun Lunches so far this year. An SOP has been developed and provided to each of the 3 volunteer parents are scheduled as helpers. Besides providing a level of engagement, it takes work off the hands of the office staff. They have gone very smoothly so far! At this point, we have earned just under \$800. The earnings for the entire year should, at this point, come to about \$4000.
 - iv. Other minor campaign: Mabel's Labels. We get 20% of any sales earned. There is currently about \$35 in holding with total year to date approximately \$100.
 - v. Lacoste plant sale is currently underway. We will need volunteers to distribute plants but are waiting to see the orders so we have the appropriate number. We still need to designate a beneficiary. Wish list from admin includes: new uniforms that have been purchased for the Phys. Ed. Department, technology to help EAL learners, Star wear clothing as part of a welcome package for new EAL students (they would get a sticker, letter of welcome, t-shirt, etc.). Another possibility is the outdoor garden growing circle (goes to garden bed improvements). FYI: uniforms cost around \$3600, new student wear is around \$500. Idea from Demyan: Could we sponsor a welcome package (for example) instead of buying plants?
 - vi. It was recommended that fundraisers go towards items the school division will not pay for (such as field trips, final year farewell gift, a grant for an elder, etc.). No renovations to the school, for example!
 - vii. *A motion was made to allocate the earnings from the 2022-2023 Subway Fun Lunch towards the following: \$1000 for iPads to the Student Support Team to support learners with diverse needs and EAL, \$2500 towards classroom libraries (\$100 x 25classrooms), \$500 to the EAL Ambassador program. It was moved by Wil and seconded by Anne. All in favour, no one opposed.*
 - viii. Upcoming Campaigns: Farm to table fundraiser-what is it? A person can buy a pack of winter vegetables or can buy for Manitoba Harvest. It comes from Peak of the Market. This would be in addition to the Glenlea Plant Fundraiser in the spring. Parent input at this meeting supported this campaign.

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

- i. Discussion about history/removal of old play structure and conversations to date. It was recommended that Anne get in touch with John Orlikow (City Councilor) to reactivate dialogue about city support. They were enthusiastic about our new structure and want to support us. Action: Anne will try getting in touch with Orlikow through Georgina Sabesky (City of Winnipeg) to reactivate discussion instead (Wil to make intro).
- ii. Quotes (August 2022) for a new structure range from \$104,000 to \$130,000. Note: When it is time to start seriously narrowing down a structure, Kari Joss

from the division will help us explore other companies, as three quotes are required by PTSD.

- iii. It is important to know what families would like to see in a structure. **Action: A survey to find out what people want and get families to put stickers on structure items of importance (like a sticker on swings, sticker on a big slide, etc.).**

4. Past President's Report-Wil Hedges and Lunch Program (Vacant)

- i. We had decided last year to go through the current Constitution and Bylaws to update them. Some language is ambiguous. We are not yet finished. **Action: The PC Executive needs to complete this task before the 2024 AGM.**
- ii. In May 2022, an amendment was made to strike out the lunch program but we could only change the Constitution at the Parent Council's Annual General Meeting. After the school division decided they were not to take over the program (a few days after the AGM), we were not able to add it back in and forgot to do so at the May 2023 AGM. Question: What do we do now?
- iii. The Treasurer never had authority or signing rights over the program. The Lunch Program is still under our control for the year. As we do not currently have a Chair in this role since Shelley resigned, there will be tasks to complete (and struggles since we cannot simply reassign this work to someone). We need to make it through until June 2024. FYI: Signatories can remain on until September 1, 2024
- iv. Succession planning: The school is willing to take on the program beginning at the end of this academic year. Tori is investigating whether students could be paid as Student Lunch Monitors if the school has control of the program. The Superintendent is open to this conversation.
- v. Tori checked with Pat Papineau (VW Admin Secretary). Pat is willing to take on the payroll responsibilities that our previous chair had. Adult lunch monitors are paid through the division, so it is only the Student Lunch Monitors that need to be paid directly through the VW lunch program account.
- vi. One important goal is getting a review done for the Lunch Program, as we have missed the last few years (mainly due to Covid). It would be very expensive to have an audit (around \$10,000) but we could get a parent with a financial background to do a review and give them an honorarium.
- vii. Shelley Bertrand-Meadows served on the PC for over 13 years and in various roles besides just the most recently including the Lunch Program (which is a huge undertaking), the role of Vice-President, and as the Chair of Education and Communication. We need an appropriate way to acknowledge Shelley for her service. *The following motion was made: To put \$100 toward a gift card for Shelley as a way to recognize her work and years of service on the PC. It was moved by Anne and seconded by Rochelle. All in favour, no one opposed. Carried.*
- viii. *Wil made the following motions:*

I move that the École Van Walleghem School Parent Council (VWPC) continue to operate the Lunch Supervision program in accordance with the practices of the previous lunch supervision program where by separate VWPC accounts will be held;

2. I move that in accordance with s.4(a) of the bylaws, the VWPC treasurer will have access to the bank account and will be added as a signatory to the VWPC Lunch Supervision Program bank account;

3. I move that Pat Papineau, employee of École Van Walleghem School, as a cooperative measure to collaborate with the school, work with the VWPC and

execute the payroll duties of the Lunch Supervision Program. In doing so, Ms. Papineau is to be added as a signatory to the Lunch Supervision Bank Account. Should any costs be incurred by the school as a result of this additional duty, the administration reserves the right to request additional funding from the VWPC executive and shall do so in consultation with the VWPC President and Treasurer.

4. I move that the current signatory to the VWPC Lunch Supervision Bank Account, Carrie Lorenzo, be removed from the VWPC Lunch Supervision Program bank account.

5. I move that all other duties of the Lunch Supervision Program are to be assigned by the President of the VWPC.

-All motions moved by Wil, seconded by Sherry P. All in favour, no one opposed. Carried.

5. Social Chair Report-Vacant

- i. **This role is still vacant. Please consider taking it on!**

6. Linden Woods Fall Classic Race-Rochelle Reynolds

- i. The 2024 running season begins in January and confirmation to be sanctioned through the MRA must be made by December 2023 at the latest.
- ii. The committee has always been able to recuperate the costs spent through the registrations. The goal is to improve upon the 2023 event and continue to grow in profits and sponsors. The committee members would also like to diversify and put funds towards something besides VW as a way to show that we are community-minded.
- iii. *Motion: For the Linden Woods Fall Classic committee to plan for a Fall 2024 event with a proposed budget of \$9000 and to continue working as an independent committee (at arm's length from the Parent Council), with proceeds going 1/3 to the École Van Walleghem School Parent Council and 2/3's going to a charity of the*

committee's choosing. It was moved by Rochelle and seconded by Anne. All in favour, no one opposed. Carried.

- iv. The majority of the 2023 committee will be returning but we still have some open positions to fill and are always seeking new members. **Action: Rochelle to send a memo out to the school community to seek more members.**
- v. A charity has not yet been decided upon since the committee has not yet met but ideas are circulating. It would be important to decide soon and get the charity to engage with us.

7. Treasurer's Report-Jen McPhail (unable to attend)

- i. No report at this time (note that not much has changed since last month in regards to our bank balances)

8. Education and Communications Chair Report-Vacant

- i. **This role is now vacant. Please consider taking it on!**

9. Other Business

- i. Website: goal is to update our section on the school's website with new some pictures, new logo, new introduction. Anne spoke with the PTSD Communications Officer. We can add Zip files and jpegs in BUT we cannot add folders in. Idea: We should put names of the Executive members along with some information about them and an email address to reach them at. **Action: Colleen to start updating the website with our input.**
- ii. Demyan presented an investment of surplus funds proposal with different templates. Language to include was explained. Note: Our last AGM had wording like, "A discussion was held", which does not give us any proper authority. Thanks to Demyan for his hard work and insight!

Executive Portion Adjourned at 9:15p.m.

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

Remembrance Day and National Indigenous Veterans Day Assembly: Our assembly took place on November 10 at 10:30am in the gym. The highlights of this event were band performances by the grade 8 band, choir performances by both the grades 3/4 and 5/6 choirs, student Emcees, student poetry readers, student scouts, and student presentations to highlight commitments to peace.

Le Cercle Molière: Last Friday afternoon grades 3-6 French Immersion students enjoyed a play in French called Parole d'eau. Students were captivated by the language, the music, and the message.

Generosity at VW

We continue to be proud of the learning experiences offered at VW. As a school we are committed to a partnership with Mama Bear through the student group Reconciliation.

Families will be invited to send in donations throughout the month of December, and students will be packing 100 socks filled with needed supplies. We thank all the students and their families who help make these projects possible.

Clubs and Sports

Pride, MYRCA, Growing Circle, Hour of Code, Reconciliation, Volleyball, Flag Football, Intramurals, Chess Club, Connection Club, and Choirs are all among the clubs that have begun. Daily announcements and teacher support guide students to choices during the day. After school invitations are communicated to families by email. Basketball season is upcoming, as well as indoor track, and holiday concert preparation is in full swing.

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

Communication: Our school website will begin to transform each month to highlight our various learning initiatives within the school. Please stay connected to the monthly calendar for sports information and special events. We will send out weekly emails (VW News and Information) with updated information that is not included on the website. Visual communication can be found on our new Instagram feed @ecole_vw_school.

First Term Events:

Friday, November 24 PD Day– No Classes

Thursday, December 14 Winter Concert

Wednesday, December 20 Report Cards Online

Friday, December 22 Last day of classes before the break

Adjourned at 9:15 p.m.

*****NEXT MEETING: JANUARY 9, 2024*****