

École Van Walleghem School-Parent Council

Meeting Minutes

Date: November 18, 2025

Time: 6:30 p.m.

Location: École Van Walleghem School Library

PC Executive Members in Attendance: Ally Beauchesne, Melanie Murchison, Jen McPhail, Jaymie Hamilton, Colleen Peluso, Jolene Robson, Grace Kim, Pooja Sharma, Rochelle Reynolds

Regrets: None

Administration in Attendance: Monaliza Vianzon (Principal), Damon Klassen (Vice-Principal)

Call to Order: 6:41 p.m.

Motions:

-A motion was made by Ally to adopt the minutes from the last meeting (October 14, 2025). It was moved by Jolene, seconded by Jaymie. Carried.

-A motion was made by Ally to adopt this evening's agenda. It was moved by Jaymie, seconded by Melanie. Carried.

-A motion was made by to order 400 new cheques for \$170. It was moved by Melanie, seconded by Grace. Carried.

-A motion was made by Rochelle for the LWFC committee to organize a 2026 event, serving as an arms-length committee of the Parent Council with full operational control and use of the funds in the restricted account in order to fund the event. 1/3 of profits

go directly to support a project(s) at VW (determined by the Parent Council) while the other 2/3's goes directly to support a charity (or multiple charities) of the committee's choosing. It was moved by Jaymie, seconded by Jen. Carried.

-A motion was made by Pooja to allocate up to \$150 for Administrative Professionals Day. It was moved by Jen, seconded by Rochelle. Carried.

-A motion was made by Ally to give \$1000 toward the Winter Music Concert. It was moved by Melanie, seconded by Jaymie. Carried.

-A motion was made by Ally to give \$800 toward the school musical. It was moved by Rochelle, seconded by Jolene. Carried.

A. Parent Council Initiatives:

Discussion/Actions from Meeting (see reports below)

Linden Woods Fall Classic-Presentation	-Wil Hedges, former Chair of the VW Parent Council, Race Director for LWFC, and current committee member for the LWFC presented the history of the event. This race is associated with the VW Parent Council, community, and the Manitoba Runners Association. -The restricted account currently has \$13699.18. As per what is written in the constitution/bylaws, the money cannot be used for anything else, other than the LWFC.
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	<p>-Profits for this year: a few more cheques need to be paid and deposited but it looks like we have earned \$9000 (very similar to last year's earnings).</p> <p>-The 20th event is coming up but the committee does not anticipate needing to spend too much more money.</p> <p>-Committee wants to continue to serve as an arm's length, committee with operational control</p> <p>-In 2024 and 2025, the LWFC supported the charities "Sleep in Heavenly Peace" and "Mama Bear". Rochelle anticipates the committee would like to continue to support these charities but a discussion needs to take place with committee in January. Action: Committee to decide in January at first meeting where the 2026 funds will go.</p>
<p>Fundraising Goals for 2025/26-Ally</p>	<p>-63 responses came back from the parents after the poll and there were varying levels of priorities. Goals were categorized into five categories:</p> <ol style="list-style-type: none"> 1) Students Experiences and Well-Being (example: band concerts) 2) Learning Enrichment (example: iPads) 3) Outdoor Spaces and School Environment (example: outdoor picnic tables) 4) Equity and Inclusion Supports (example: Mama Bear Reconciliation) 5) Community Building and Event (example: movie nights) <p>-This evening, members at the meeting participated in an activity. We ranked the five pillars using stickers to learn more about our priorities as a council group.</p> <p><u>Results of our voting this evening:</u></p> <p>Pillar 1 won with a majority: 26 votes</p>

	<p>Pillar 2: 20 Pillar 3: 15 Pillar 4: 5 Pillar 5: 14</p> <p>*This is how the online voting went as well.</p> <p>To Note:</p> <ul style="list-style-type: none"> -Swimming lessons appear to be a priority even though it was not on the original list. Mama Bear could be supported through donation drives. It does not mean that we should not fundraise for things that rank lower (it just shows where our priorities are). -We currently have \$31,000 to spend. <p>-Swimming lessons: Jen got an email back about swimming lessons from Aquaessence. They would love to host lessons earlier in the morning and then students would head to school. Note: PTSD has a policy regarding high-risk activities. Action: Jen will also get in touch with Altea (they have a huge pool) to see if they have availability for swimming lessons.</p>
Upcharges for Fun Lunches-Jaymie	<ul style="list-style-type: none"> -We would like to increase to 50 cents per item since we now have fundraising goals -No Fun Lunch profits have been received yet.
Other News/Questions	<ul style="list-style-type: none"> -Larissa is unfortunately stepping down from her role as Education Chair. The next event is scheduled for January 28 on Online

	<p>Safety. All events have been scheduled and organized for the year. Action: PC needs to find a host for the event.</p> <p>-Could an Events Chair be filled and then Education could fall under it? Damon and Monaliza are comfortable with doing 3 events per year. Action: Jolene and Grace to communicate info about these events.</p> <p>-Melanie is willing to become a temporary “Events Chair” just for the remainder this year. Action: Melanie and Pooja (as Social Chair) are willing to work together to create an “Events” type of role that is not officially a Chair role yet.</p> <p>-Events like the musical and band concerts will still go on even if we don’t fundraise. Schools budgets have been cut as a whole and funds are dwindling. iPads would be an example of an item that if we do not fund, the school does not receive more of them. Action: Discuss further priorities in January</p> <p>-iPads not needed by admin till September so a spring purchase would be helpful (cost is around \$15,000)</p>
Social Chair-Pooja	<p>Administrative Professionals’ Day is in April. We bought baskets in the past. Pooja shops based on deals she finds and likes to start in December. Last year, the budget was \$150 in total.</p>

Adjournment of PC Initiatives: Motion to adjourn was made by Melanie. It was moved by Jaymie and seconded by Ally.

B. Reports From Executive PC Members (for those who have updates this month)

Chair/Vice-Chair Report (Ally & Mel)

Movie night license has been ordered and will need to be paid for next week. We have 31 families who have RSVPd for a total projected attendance of 104 thus far and the link just went out this morning.

Treasurer's Report (Jen McPhail)

Available to spend is approximately 31,000

Fall classic profits are \$9,418 which works out to \$3,139 per charity.

Communications Report (Grace & Jolene)

No new updates to report

Site Chair Report (Jaymie Hamilton)

No new updates to report.

Linden Woods Fall Classic (Rochelle Reynolds)

Budget for Linden Woods Fall Classic

*Expenses are approximate as it is very difficult to determine exact numbers for 2026. Approximations are being rounded up to account for inflation and possible tariffs.

*Although we keep track of receipts and submit them to Jen, I can also guarantee that some small expenses have generously been paid for out of pocket by committee members. This has eaten up a few of the costs.

Items	Approximate Cost
Fee for the MRA sanctioning	\$250
Paramedics	\$400
Timing services and required equipment	\$1100
Commemorative gift to participants	\$2600
Medals	\$100
Website	\$350
Printed materials	\$500
Prize for volunteers	\$50
Prize for Mighty Mile	\$200 *receipt was lost this year by a committee member so this is a true estimate*
MRA-final receipt for services	\$410
Permits (food, noise, streets)	\$1300
Food (this year much of it was donated by Safeway and Calabria, saving around \$1500)	\$500
Course certification	\$250 *not a yearly expense
Dinner for committee on Friday evening during set-up	\$75
Cutlery, plates, etc.	\$200

Treats for the volunteers	\$200
Bibs	\$400 <i>*paid for by a sponsor this year</i>
Miscellaneous (Example: Last year, Tim Horton's promised us coffee for free and then forgot. On race morning, we had to pay for it as we were in a rush.)	\$600

Approximate cost for the race=\$9500

How the Race Earns Money

\$13,000 is in the account, which came from the original seed funding years ago (and was paid back). This is used for the costs associated to put on the event. Sponsorships have, in recent times, brought in around \$5000. Registrations bring in thousands (10,000 +).

Formula used and example for this year (these are not exact figures):

$\$13,000$ (seed funding) + $\$5,000$ sponsorships (varies) + $12,000$ registrations (varies) = $\$30,000$

$\$30,000$ (grand total) - $10,000$ (expenses) = $20,000$

$\$20,000$ - $\$13,000$ (seed funding) = $\$6,000$

$\$6,000$ is now the profit.

$1/3$ = goes to VW PC

$1/3$ - Sleep in Heavenly Peace

$1/3$ = Mama Bear

Profit for VW Parent Council = $\$2,000$

*The race has always earned a profit and never had a deficit.

Social Chair Report (Pooja)

-Nothing new to report this month

Fundraising Chair Report (Jaymie Hamilton, vwpcfundraisingchair@gmail.com)

Fun Lunch (Healthy Hunger) Profits

	Pita Pit	McDonalds	KFC	Edo Japan	BP	Subway	WayBack	Wok Box	Chopped Leaf
<i>Sept 9</i>	7.00	56.75							
<i>Sept 16</i>			31.72	29.60					
<i>Sept 23</i>					45.75	24.25			
<i>Oct 7</i>					36.25		55.50		
<i>Oct 14</i>								43.68	20.61
<i>Oct 21</i>		69.50				21.25			
<i>Oct 28</i>			43.16	29.38					
<i>Nov 4</i>							68.50		8.28
TOTALS	7.00	126.25	74.88	72.76	82.00	45.50	121.00	43.68	28.89

Fun Lunch total to date = \$601.96

-Some restaurants continue to deliver around 10:30am. PC will continue to work with the school staff and restaurants to optimize the delivery and orders to the best of our ability

-Generally, there have been no issues with missing meals. PC volunteers continue to remain at the school into the lunch period to resolve issues as they arise.

-A few parents reached out regarding the Wok Box refunds, there were minor issues that have been resolved.

-Mabel's Labels total profits to date = \$15.10

Education Chair (Larissa Kanhai)

- Newcomer Info Night at 5:30pm before PC meeting on Nov. 18th
 - Timing requested by PC, date change since last meeting requested by President to accommodate current PC meeting date
 - Speakers secured and messaging designed
 - Speakers: Karen Power from Settlement Workers in School & Melissa Klimack from VW (names recommended by Principal)
 - Karen will be bringing a translator
 - Snacks, plates, etc. will be purchased using PC budgeted funds as requested; Melissa is securing babysitters from VW students
 - Melissa has sent directed invitations to Newcomer families, printed posters, and offered to accept RSVPs
 - Social Media - Comms worked on promotional material and posted to socials as well as sending out in weekly emails
 - Miscommunication about who will ensure school posting - I made a request to Pres/VPres to create a process for this for amplifying PC messages

- Cross-promotion with Linden Meadows & LWCC Daycare not pursued for this event as it is specific to our school parents
- Notes: RSVPs have been low (also first time we've asked for RSVPs and often people just show up), we've had our first request for childcare (this will be good to see how this will work), the school posting was late (discussed above, just need to clarify process), Comms has requested not being responsible for designing posters and posts for socials for education events
- Online Safety Talk at 6pm on Jan. 28, 2026
 - Speaker: Blake Muggleton, Winnipeg Police School Resource Officer
 - This is a talk that PC has agreed to offer every other year and is quite popular
 - Decisions will need to be made about offering this to community parents (i.e. Linden Meadows, LW Childcare)
 - Snacks are not normally offered at education events (in September 2024 the PC sponsored snacks for the Newcomer Info Night to support the school who was putting on the event)
 - My hope is that childcare will be offered at all events to increase accessibility for busy parents
- Other Ed Events for 2025/2026:
 - I have discussed with Wendy Schultz about doing a talk on "Talking to Kids About Money" and with Melissa Klimack about "Anxiety & Mental Health". I believe that the VW Admin has a full calendar and isn't able to accommodate further education events for the year, but if this changes, Melissa's presentation is ready to go and I can follow up with Wendy if that is desired.
- General notes
 - Coordination of promotion to be improved & role clarity
 - Note to PC that as Chairs or Executives it is particularly helpful to be: liking posts, re-posting, and always trying to invite 1-2 people from your own network to an event even if you can't make it

- I stepped in with Nadia’s quick departure to help with promos in October which she had previously done but that is beyond my capacity moving forward
- I would like to see an increase in accessibility to parents:
 - while there is no “good time” for all parents, time should be considered for families getting home from work and feeding children, so 6:30 or 7pm is a recommended start time
 - It is difficult for PC to have a meeting and ed night on the same week, so I recommend sticking with the 2 week spacing so events can be offered on nights other than Tuesdays (if some parents are having trouble getting out on a Tuesday to PC, then maybe trying other nights is prudent)
 - Childcare should be offered at all ed events
 - There were higher numbers of parent participation during Covid when we were online, I recommend that some if not all ed events be recorded or streamed → *Question: is this possible? Can this be made possible?*
- Until PC does priority setting, I would offer that what I would value PC for is (1) Building Community, (2) Supporting Parents to support students, and (3) Inclusion/Accessibility for all
- With ed bookings set for 2025/2026, I will step back from PC and wish everyone a good remaining year

C. Administration Report

Monaliza and Damon reported on the following for us:

Celebrations: Tri conferences, Scholastics Book Fair, O Canada at the Moose game, EAL/Newcomer Parent evening were all a success!

School Goals: Global Competencies are integrated into the curriculum and school life. The school staff has re-vamped the “5 Star” framework.

Recent Events: Land-based learning and Indigenous circles have been on-going. The Leadership team helped with Special Olympics students. The Remembrance Day Assembly was wonderful and students were very silent and respectful!

Extra-curricular Activities: Band/art camp, choir, volleyball, intramurals, dance club, Mathematica Awards have been currently going on.

Upcoming calendar: Let us know what to put on socials! No school on December 5. Communications come out regularly through a weekly email.

-There has also been lots of engagement with Indigenous Divisional Support Teachers and Knowledge Keeper Kookum Daisy (who is not officially a “Kookum” yet).

Adjourned: 8:44

NEXT MEETING: JANUARY 13, 2026 (NO DECEMBER MEETING)