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Niverville Collegiate Institute (NCI) Parent Advisory Council (PAC) Monthly Meeting Minutes

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Meeting Date: Monday, November 6, 2017

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Next Meeting Date: Monday, December 4, 2017

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**Meeting called to order at 6:30 pm**

**Attendees:** Tanya Pomaranski, Michael Koester, Brad Mehling, Sabrina Loewen, Lyndsay Eidse, Heather Miller, Lesley Reimer, Tracy Dodge

**Chair Report** (Tanya Pomaranski)

- Welcome / thank you and meeting format:
  - Thank you to everyone for attending; a working year to establish processes, policies and expectations.
  - PAC Meetings are 1 hour public meetings, held the 1<sup>st</sup> Monday of every month. Please note the time adjustment of future meetings start time at 6:00pm in the school library. Any outstanding items will be carried over to the next meeting.
- Housekeeping:
  - Tanya attended the PAC Liaison Meeting in Steinbach: She had the opportunity to meet with other PAC chairs from the Hanover School Division to discuss budget consultation, PAC Agendas and Ideas that other Council's fundraise for.
    - There was a positive response and large sign up from parents of The Niverville Collegiate using Parent Portal.
  - Tanya has been working together with Craig Cumming and Pat Fast on the continued support of My Blueprint and Student of the Month gift certs given HSD Operating Guidelines for PACs.
  - The Student of the Month Gift Certificates have been a great idea and we would like to continue supporting the program. Country Snacks and Subway have been proud supporters, and PAC would like to contact some different vendors in town for future support as well.
  - Understanding the Scholarship program support is on next month's agenda.
  - PAC Email Address is active; parents can address questions and concerns at [nciparentcouncil@gmail.com](mailto:nciparentcouncil@gmail.com)
  - Webpage format updated with Craig Cumming and Bob Wiebe (HSD).
  - Flipchart – questions for Craig tabled to next meeting.
  - Draft Constitution – Heather Miller, Lesley Giardino, and Tanya compiled first draft for review. Michael and Brad provided high level comments to start. The Draft will be put in a google doc and allow comments on the next draft before the next meeting. The group is working towards finalizing a version for approval for the new year. Michael Koester suggested making reference to HSD documents, guidelines and policies. Brad Mehling suggested clean and minimized information and detail information in policies.
    - The Constitution will provide the guidelines and expectations for High School and Middle Years. The constitution will then be revisited in 2019 when the schools separate, referencing policy documents as changes and updates are needed.



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***Principal's Report*** (Michael Koester)

- Report presented, posted and filed.
- Key highlights noted:
  - The Varsity Boys and Girls Soccer Teams participated in the Provincial Rural Soccer Championships at Niverville Collegiate on October 13 and 14<sup>th</sup>. While the teams didn't fare well in the tournament, NCI hosted an excellent tournament. Volleyball is now underway; the Varsity Boys team will be competing at the 4A level.
  - WE Day – Thirty-five Students (mostly SWAG Students) attended WE Day in Winnipeg on October 25. Rhea Peters was featured on the stage for her fundraising initiative selling cookies.
  - Update on Portables - NCI took possession on Nov. 3 and the move went smoothly.
  - Construction for the new washrooms will begin.

***Finance Report*** - (Lesley Reimer)

- Lesley Reimer to build a financial report to present at regular meetings.
- Authorization signatures in place. Bank statements reviewed from 2016 to present date.
- October statement presented and filed for HSD requirements.
- Account balance is \$2100.00. From the end of 2016, there has been little change in the financial records (a couple of expenses in June). Lesley will work on a budget template.

***New Business***

- MAPC application and newsletter filed.
- MB Education releases filed

***Committee Reports***

- School Yard Committee (Committee name = tbd)
  - Lesley Bardal and Lyndsay Eidse are a part of the greenspace/play space committee and welcome parents to join. The committee presented one name with a take-a-way to present more at the next meeting for consideration.
  - This subcommittee will work with the school and division to support protocols as we work together to establish short term and long term goals (and a wish list) and communication strategies. The committee will be charged with the tasks of investigation, research, documentation and working with NCI and HSD for potential projects within the school.
- Fundraising Committee
  - A committee open to new members to learn about existing fundraising functions and needs within NCI. The committee could work with administration, teachers and StuCo to understand PAC support roles for fundraising. And once understood, could discuss and coordinate functions with proposed ideas and/or planning stages. Further discussion needed on awareness for more members on this committee.



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- Meet the Teacher Committee
  - Committee open to new members to learn PAC needs as we move through the year to assist in producing information for Meet the Teacher Night. Potential work with NES PAC to build/provide information for NES families moving over to NCI.

**Meeting Adjourned at 7:25 pm**

**Reminder Next month's meeting will begin at 6:00 pm on December 4.**