



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

Meeting Date: Monday, May 7, 2018

Next Meeting Date: Monday, Sept 17, 2018

Meeting called to order at 6:07 pm

Attendees: Tanya Pomaranski, Michael Koester, Sabrina Loewen, Lyndsay Eidse, Lorinda Huebert, Lesley Reimer, and Brad Mehling

Chair Report (Tanya Pomaranski)

- Welcome, thank you, PAC and Directory Circulation.
- Previous minutes -There were no questions and minutes were accepted
- Program Support
 - The Scholarship letters have been approved and are ready. Candidate names will be given by Deanna Wiebe to Tanya. Tanya to present @ Convocation.
 - Student of the Month will be ready to launch in September 2018. Tanya confirmed Country Snacks will be delivering coupons. Waiting to hear on contact from Subway (Subway has been confirmed and picked up). Tim Hortons not available at this time. Chicken Chef would like to make a contribution and will be in contact with Tanya to confirm format. 2 other Businesses we could talk to as well are Bistro 290 and 2 Loonies and a Ladle. Lyndsay to follow up with these two businesses.
- Governance Housekeeping:
 - Website- Parent Page -PAC meeting Dates have been provided by Michael Koester for 2018/19
 - Sept 4 - Open House – Meet the Teacher; PAC kiosk ready at 4:30; Tanya to coordinate with PAC members / Michael.
 - Sept 17 - Annual Organization and nomination meeting. A reminder /email invite will be sent out on Sept 5 about this meeting (Tanya)
 - Oct 1 - First Official PAC Meeting at 6:00
- PAC Annual Planning/ Housekeeping:
 - May 12- Invitation Delivered, 9am to 1pm – PAC Annual Planning Session at Tanya's home. Agenda (Edna Wiebe)
 - June 4- Special Meeting at 6:00 – Superintendent, Trustees, New Principal, and PAC - agenda review. Invite and agenda delivered; confirmed attendees. Location will be in the Home Ec. Room
 - Questions to discuss: pre-set agenda questions to facilitate efficient use of meeting time. E.g. Greenspace allocation, new campus accommodating gender neutrality, and how to build the 2 PACS to go forward

Principal's Report (Michael Koester)

- Report presented, posted and filed.
- Key highlights noted:
 - Mini U – This year is part of our enrichment program, NCI Sponsored three students from Grades 9-12 to take part in the University of Winnipeg Mini-U program. Our students are selected if then can afford the time to be away for the week. In previous years 8-10



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- students usually go. The students enjoyed their experience and had many positive comments about the program.
- MY Science Fair- Our MY students put on a very successful Science Fair on April 19. At a staff meeting Teachers decided together that it wasn't of any benefit to have the grades 5's and 6's participate in the same forum for the next year as there is more coaching and involvement needed from teachers and parents to assist them with their projects.
 - PISA – are assessment and standardized tests that the Province selects which school will participate, the subject, and the age. On May 14, 15-year old students from NCI will be participating in this assessment (reading).
 - Thank you, Michael, for your clarification on some questions regarding the report and upcoming events at the PAC Meeting.
- Discussion Items:
 - Staffing Update – The Staffing for 2018/19 was completed 2 weeks ago. Internal announcements to come with approvals.
 - Gr.4 Parent Eve. Wed. June 6, at 6:30 pm – Review even plan.
 - Welcome and Introductions, Food Programs, Recess, etc.
 - Michael has envelopes containing the information package with each parents' names addressed on the envelope. Inside will contain Student Handbook copies, Welcome Pamphlets, Parent Involvement sign-up, and Volunteer packages.
 - Craig and Michael talked to Son City about the Hot Lunch Program -They are not sure what direction they will go with it once the school split happens.
 - 7:00 pm -Gr. 5 Teachers will be at NCI to meet and give the tours of NCI to the parents and students.
 - Bus Drivers gifts- NCI Used to give gifts at Christmas time to thank the drivers for their commitment to NCI over the year, but the program was discontinued many years ago. Tanya will double check with Scott Bestvater about HSD Policy on Gifting to Staff. If drivers are considered under Hanover staff as well. (Confirmed – PAC cannot provide gift cards to drivers; they are HSD staff – PAC will review alternatives for recognition).
 - Right at School – Childcare survey was sent out to parents of Hanover asking about the need and consideration for after school care for Kindergarten- 12 yrs. The curriculum they run has been well-received; would be available for kids from 4-6pm for a set fee per week per child. The interest in Niverville was the highest in Hanover for this program to be in place. There are discussions about the program launch in 2018 - Fall with school location = TBD. Email information to parents will follow.

Finance Report - (Lesley Reimer)

- April PAC Bank Statement noted and Filed.
- Account balance is \$2042.65
- Start to build budget as we build plans.
- Lesley will send financial report to Michael so he can forward it to the division.



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New Business

- Niverville PAC has been given the opportunity at the Tri-School Track & Field meet in Steinbach on Thursday, June 7. Tanya will send out an interest email to volunteers on PAC to ask if they could help and take shifts with canteen. There are 6 schools of grades 5's and 6's, and the hours of operating canteen would be between 10am -2pm. Tanya will talk with Judith Hinton and Richard Toews regarding details of running this. PAC needs to confirm commitment by Saturday, May 12. (Note - if we are short volunteers and decline, the offer opens to another PAC/school).
 - Steinbach school to be confirmed
 - BBQ needed, with a truck
 - 10 parent volunteers needed (NCI Staff are not available to support);

Committee Reports

- **Active Learning and Green Space Sub Committee.** (Lyndsay Eidse and Leslie Bardal)
 - Snack Shack /Canteen Program – Questions and Survey will be sent out to parents discussing interest in this need and parental volunteers needed to run this program. Survey will be created and sent through Survey monkey to Administration at NCI to email parents beginning of May with a 1 week deadline for answers.
 - Brad Mehling shared the concern of some students not having enough to eat in their lunches, they were still coming to ask for more food because they were hungry.
 - Laura Van Den Brul emailed her budget and plans for Rain Garden at NCI. \$700 already raised, with a goal to raise of \$2500 for this project. This will cover the cost of building and Construction of raised flower gardens.
 - Seine Rat River Conservation will match \$ for \$ for each contribution towards this project.
 - PAC Contribution needed by Jan/Feb 2019.
 - SWAG will contribute funds as well towards this project.
- **Fundraising Committee.** (Tanya Pomaranski, Sabrina Loewen, and Lorinda Huebert)
 - Fundraising event summary and calendar prep for May 12 planning session.
 - Could PAC fundraise for helping teachers/parents with the increasing costs of Learning trips? How do we keep track of what the teacher's needs are? Communication of the plans, and fundraisers. More discussion at PAC Annual Planning session – May 12.
- **Meet the Teacher Committee-** (Executive, Leslie Bardal, Edna Friesen Wiebe)
 - September PAC Kiosk – Sept 4, 2018 (Tanya to organize over the summer)
 - Grade 5 parents -welcome
 - Parent Recruitment
 - Fundraising Calendar
 - Volunteer shifts



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- Grade 4 NCI Tour -June 6 -6:30pm
 - Michael Secured gym -after school until 8pm
 - Tables, chairs, projectors/screen booked
 - Edna- snacks/refreshments -follow up
 - Invite – delivered to NES; May Newsletter; email blasts – May 1, 14 and June 4
 - Next PAC Meeting will be Sept 17/2018 for nominations
 - Tanya -Event Plan/Agenda review -next steps
 - Leslie –slide presentation, Welcome pamphlets, parent involvement sign-up sheet; Gr. 4 report card insert – copies to NES June 11

Meeting Adjourned at 7:16 pm

Reminder There will not be a regular meeting in June. Next PAC Meeting will be for the PAC Annual Organization and Nominations at 6:00 pm in the School Library on Sept 17, 2018.