



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

Meeting Date: Monday, June 4, 2018 @ 6:00pm

Special Meeting – NCI PAC, Student Council, Student Advisory, HSD Superintendent, Principals and Trustees

Meeting called to order at 6:00 pm

Attendees:

Randy Dueck, Ruby Wiens, Kimberley Funk, Cindy Friesen, Shelah Klassen, Guippi D'Amico, Leslie Bardal, Sabrina Loewen, Lyndsay Eidse, Tanya Pomaranski, Michael Koester, Lorinda Huebert, Lesley Reimer, Edna Wiebe, Shannon Friesen, and Heather Miller.

Welcome (Tanya Pomaranski)

- Introduction
 - HSD Members / PAC Executive/Parents/Students completed a round table of introductions.
 - Tanya welcomed everyone in attendance, including student voice representatives Guippi D'Amico (StuCo) and Shelah Klassen (Student Advisory) who were able to join us despite a short notice invitation.
- Agenda Format/Review/Objectives
 - Tanya described an informal meeting format; Student Council/Advisory would have about 10-15 minutes to present; remaining time will be used to address the questions submitted in advance of the meeting. If there are any questions outstanding at the end of the meeting, and time allows, we will do our best to include.
 - The transcribed Q&A would be shared with attendees and posted to the Parent Council tab on the NCI school website.

Questions by Student Council/Student Advisory (Shelah Klassen)

- Shelah Klassen addressed the concern for pedestrian crossing over the railway to the new School location. There isn't a sidewalk leading up to the railway. The Town council had public hearings in regards to this, and CP Rail isn't paying / won't pay for advancements made to this area. Who will be looking after this?
- Randy Dueck confirmed the tracks have been a concern right from the beginning. HSD held conversations with the Town; he is not aware of any plan in place yet to do something here. They do have a year to figure this out.
- CP Rail held education awareness meetings for students about the safety of the tracks in other communities. They've had conversation with Myron Dyck and Bob Lagasse.
- Shelah Klassen is looking for support from PAC, and other adults in the community to help bring a voice and be heard.
- **Action Items:**
 - Leslie Bardal will add comment and direction for parents in our communication plans (PAC Newsletter)
 - Edna Friesen Wiebe guided Student Council/Advisory to take this item back (as an actionable item) to their agenda for next year's Student Council.

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- Randy Dueck encouraged Shelah to write a letter in June and cc: the PAC and himself before she addresses the town office again.

Submitted Questions for discussion

New School – Logistics and Needs

- **Construction**

- **What can you tell us about the construction timeline?**

Red Lake Construction gave a timeline of 70 weeks, and they are feeling good about the time line, that the weather has been in their favor, and they are right on their scheduled time frame.

- **Safety**

- **Tell us about the planned safety of our children around the rules of the highway traffic act – railway crossings, etc. Explain the new roadway to the school as outlined in the May edition of The Citizen.**

The New Roadway will be off of Arena Road turning left just south of the current arena to Center Road (a new road constructed off of Krahn Rd).

- **What is the safety plan of the new high school campus – re qualifying for bussing and for walkers over the tracks. Will bussing qualifications change or be adjusted?**

They will look at bussing qualifications. 1.6 KM is what the Hanover School Division uses as a radius from the school. Inside this radius is a walk zone, and outside is a bussing zone.

- **School Name**

- **Will the middle school name change if NCI moves over to the new school?**
- **Will the middle school stay NCI if new school has a new name?**
- **Can students design a logo? Design contests? PAC provides prize?**

The School Board hasn't had a chance to formalize a name yet. The building Committee is working through the names.

Does NCI Move, does this school get a new name? The Board will likely finalize this by August.

Will it have a historical profile? The attempt is to make new names for both schools.

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When the Middle Years School gets a new name, the logo will be professionally done, which students can be part of the design. This will grow over the next few months to come. PAC can collaborate with the students. The timeline for the name will be August or September 2018.

Brand/Signage - when names and logos are decided:

- **How does PAC support the changeover for logos, gym wall pads, centre court, marquis, electronic signage? Are these costs school funded, or do we add to the fundraising needs list?**
- **When a new PAC is in place; can PAC contribute to the school website parent page? Consult with the principal?**

Signage will be covered by the construction of the new school. The only thing not covered is the **electronic** signage on the outside of the building. Typically, this is paid by the school or PAC. There are 2 faces to the new school, so there will be signage on 2 sides of the school for viewing from parking lot and road passing by. Yes, PAC can contribute to the school website parent page and consult with the principal.

○ **Communication**

- **What are the lines of communication as we progress through the build and establishing a new PAC?**

Kimberley Funk will begin her new position as the High School Principal in February 2019. Any questions and communication should wait to be addressed with her until that time, until then, questions can be sent to Randy Dueck.

Guippi asked: Will there be a student council for the middle school as well? Kimberley Funk and Michael Koester will discuss student leadership.

Campus Health & Wellness

- **Why is a cafeteria not a part of the initial plans we see in news announcements?**
 - **We should have at least, a snack shack/canteen? Can we utilize the new kitchen to accommodate this need?**
 - **PAC is investigating the establishment of a breakfast/snack club; we want to be sure our facility needs continue to be met if parent voice supports the program need at the new school.**

Randy Dueck stated that Public Schools Finance Board provides funds for a multipurpose room, they don't fund it as only a cafeteria but as a room that has

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multiple purposes for. There is a decent sized kitchen by the gym entrance that should satisfy our needs; Randy can work with us on this.

- **Does the parent portal have the ability to accept fees outside of school activities? Could the portal accommodate a food services fee/payment?**

Parent Portal: Yes, if the money is collected for hot lunches in the school and it stays in the school funding, it can be used for that.

- **How is the new campus accommodating gender neutrality and accessibility requirements?**

There are 2 gender neutral washrooms, there is an elevator, and all washrooms are accessible.

- **Is PAC able to contribute to the interior in the new school/current school improvements?**

- **We have some ideas to preserve our history and want to understand PAC voice and contributions in consultation with principals, for specific ideas and areas.**

The Colors are chosen with the Building Committee, and Architects' color designer; those discussions in Fall.

In February 2019, after the school is done/ completed, there is room to discuss decorating ideas. Banners/ Murals? There is an open area that is 2 stories high. Other decorating ideas/themes would be addressed with the principals of both schools.

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- **As the Middle Years school campus changes, will there be change in lunch options for the 5-8 campus restrictions? Would consideration be given to lifted restrictions for lunch (hot lunch options – i.e. Son City)? With parental permission on the portal specifically for lunch time?**

Middle Years Principal is in charge of restrictions for leaving for lunch.

- **What will happen with the current school?**
 - **What impact will be had on the facilities and students, and is there any plan to address the needs of our aging school?**

The needs of the aging of the school, they have walked through the school and the question lies where can kids hang out? The Entrance needs to be enlarged and needs a bigger space. They plan to refresh the school with new paint. They are in conversation about the stage, esthetically what they can do. Some things need to be addressed and changed in phases.

Is the Stage wheelchair accessible?

There is question if the doors onto the back of the stage are wide enough to accommodate a wheelchair user to fit through them. We suspect not, but would have to address.

- **At the core, what will happen to help generate excitement and a new identity for the new middle school even though it's in the same building?**

Randy stated that when there have been school splits in other communities in Hanover, they always take care of, and upgraded the middle schools as well. They have done a lot of upgrades with other schools and they will do the same here. The science rooms need to be upgraded as well.

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PAC Formation and Transition

- **With a new principal in place in 2019:**
 - **How and when do we transition a new PAC for the new school?**
 - **Are we able to establish a PAC without a physical school?**
 - **We would like time to build and prep.**

The need is to communicate to parents to start getting people on board to work together with Kimberley Funk in March/ April 2019 (after spring break) to give her a bit of time to transition into her new role in February.

MAPC- Naomi Kruz has a great connection with Hanover school division. PAC is encouraged to connect with Naomi about these needs as well.

- **When would it make sense to split/share funds between the schools?**
 - **The question was asked – should scholarship money be in a separate account, or can we account for the allocations in budgeting process?**
 - **PAC would like to prep for 2018-2020 budget years and needs around both schools.**

PAC is planning to keep track of the needs of both schools so that there will be some money going over to the PAC of the High School. PAC provides 2 Grad Scholarships, that will be included in the amount of money to be split between the PAC as well as other needs identified in the Annual Planning Session held in May. PAC will share with parents, through fundraising the goals, which school or which goals will this fundraiser go towards (as required by governing rules).

- **When would current PAC begin to interact with new principal to discuss prelim plans, expectations and creation of the new PAC? Is that in February 2019?**
 - **We want to position our communication requirements for the new school to ensure a PAC is in place for grand opening.**

March/April 2019 the new PAC can be in communication with Kimberley Funk.



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- **Right At School** – if a positive interest in the program exists, what are the next steps and forecast for PAC involvement? At this time, can we confirm this program would be independently run and scheduled, without PAC involvement or support? Similar to a pre-school program?

Right At School is a paid /licensed before and after school service catering to looking after kids in the school. Right At School will launch in the Fall 2018 at NES starting with an after school service. A rolling enrollment of 15 students is required to maintain the program.

Right At School wants to work alongside PAC; how does that partnership look? Grace is the Provincial Regional Director for this program (Tanya already has her contact info). Randy said with this Plug 'n' Play program, the school division does not require additional financial support.

Finance & Fundraising Clarity/Annual Plans for 2018-2020

- **What are the new school needs outside of the build?**
 - **What does a new PAC have ahead of them for fundraising needs/goals?**
 - **What can you tell us about the budget coverage vs. school needs?**
 - **What will a new PAC need to fundraise/seek sponsorship for at the new school?**
 - **Bike Racks?**

Bike racks area is provided, but the bike racks are not provided.

Follow up June 7, 2018 – Randy Dueck confirmed further research completed, and confirmed to PAC Chair:

We are getting a concrete paved bike compound with 6 racks to accommodate up to 80 bikes. No need to fundraise for bike racks.

- **Green space beautification – benches, trees, shrubs, grass, etc.**

The asphalt area for playing basketball is provided but the hoops are not. Randy said it is usually best to wait and see how everything is working and then talk to the principal and see what the need is and where. Sometimes they don't know the need until they see an area that needs a solution.

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- **Assuming the current admin and PAC remain in current state, what are the current school needs once transition begins?**
 - **What does the current PAC have ahead of them for fundraising needs/goals?**
 - **We've been fortunate to have a tour of our current campus and know of potential needs. Based on HSD experience of transitioning schools, do you have any feedback or guidance in planning future goals?**

Moving off and creating a separate Identity for each PAC, and have 2 different Annual Planning sessions in the future.

- **Assuming we have a new PAC with the principal in place for Winter 2019, do our PACs work together (invite everyone to meetings to plan the transition and decisions going forward)? Or do we split off with separate planning, budgets, fundraising needs, etc.?**

The principal will be working out of the HSD office from February until school open. Once the principal and PAC are in place, we recommend discussing the format moving forward once the school is open for formal PAC planning, etc. For now, continue as planned and update as required.

- **We would like to discuss a few of our fundraising experience ideas for 2018-19 to ensure we are onside with HSD policies and protocol. After consult with Scott Bestvater, we wish to clarify other divisional guidelines that may apply.**

One of NCI PAC values for fundraising – is to create experiences. One of the fundraising experiences we wish to create and move forward with in 2018/19 is to host 2 Bingo Fundraisers. Scott Bestvater has already given general guidelines. Randy did not comment on the suitability, but rather the processes around facilities etc.

Action Item:

Facility use: Tanya will write a letter to Randy to consider securing NCI facilities and use ahead of the usual online 3 months' advance submission.

Dates can be discussed with current principal, etc.

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The second experience is one PAC recognizes has sensitivity surrounding the event, and needs further clarification to understand the limitations before continuing with planning or consideration.

Dance Fundraiser: A lot of Feedback from Parents and students for an activity related Dance. How does that look? It can be air bands that students have to register, it can be a band contest, and activities within the dance.

Hanover does have a protocol on Dances held within the school; Principals aren't typically excited about dances given the supervision requirements, etc. Ruby Wiens shared there is a HSD policy; about 6 years ago that the dance itself isn't the problem, it is the dance in the school that is the issue. If it was in a different location, who is it for community/ Students? The policy is a school division decision.

They actually teach dance at SRSS, the issue isn't with dancing.

Action Item:

Tanya to email Randy with questions / further information around the policy, etc.

Additional Questions:

- **Who will be the Principal of the Middle School?**
Randy Dueck expressed that Michael Koester will remain with the Middle School.

Closing Remarks:

Randy and the Board of Trustees, and Michael shared their appreciation for the organization of the PAC, and for bringing this meeting to the table.

Meeting adjourned at 7:24 pm.

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