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

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Meeting Date: Monday, November 5, 2018

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Next Meeting Dates: December 3, 2018

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**Meeting called to order at 6:05 pm**

**Attendees:** Tanya Pomaranski, Krista Shidel, Lesley Reimer, Lyndsay Eidse, Lorinda Huebert, Sabrina Loewen, Kathleen Wiebe, Michael Koester, and Brad Mehling

**Chair Report - (Tanya Pomaranski)**

- Welcome – thank you; intros; new members; presentation of agenda and previous month's minutes accepted
- Housekeeping – PAC Directory
- Program Support
  - My Blueprint follow up – Lesley Reimer dropped off a cheque Oct 15 to Hanover and it hasn't been allocated to School account yet. Follow up with Assistant Treasurer.
    - My Blueprint is for sponsoring gift cards to students who use my blueprint program as motivation for building a profile and career development
  - Grade 9 Welcome – Kimberley Funk and Michael Koester will proceed with planning this year and then revisit to plan with guidance counsellors to have something in place for 2019-2020.
  - Grad Committee Support – Tanya and Alanna Dunn (parent member on the committee) discussed any financial needs PAC could assist with. Even though a budget has been approved, we will keep in touch over the year to stay aware of support opportunities.
    - There could be financial need for some students to buy their own grad /meal ticket. Kevin Hyde is reviewing allocation towards high schools for grad. Hanover in the past has covered half of the meal cost which leaves students with the remaining \$20 to cover. Hanover has a separate budget set aside specifically for grad, and has adequately funded most of the grad needs. Michael commented on limitations of profit use; money from the vending machines cannot be used. NCI must be careful with graduation expenditures within budget guidelines.
    - Alanna will continue to do research and keep in communication with PAC.
      - Moore's has generously donated 2 suits every year for gentlemen needing financial assistance for grad
      - Deidre Plett looks after ladies that need financial assistance with putting them in touch with SRSS for their dresses.
  - Grade 8-12 – 2019 Farewell – PAC will consider something on the larger scale. Lesley Reimer will contact the interested parent volunteer; Tanya noted we need to communicate with the student council and ask what they have in mind for making this event special.



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

- Present and file Report
- SWAG @ WE day – 35 students (Students Working Across the Globe) and their teacher champions attended We day in Winnipeg on October 30<sup>th</sup>. This event is a day of motivational speakers and music held at the MTS arena. The Students interested in participating in this event have to write up and apply stating why they would benefit from going.
- Varsity boys (Grade 9-12) are competing at a 3A level for volleyball this year.
- Action Items – Forward PAC Bank Statements to NCI-HSD on Nov 30, Feb 28, and May 31.

**Finance Report** - (Lesley Reimer)

- Monthly Report – Lesley presented and current bank statement.
  - 2 cheques written for floats for Bingo this month.
- The Money from the Bingo shows a revenue of ~\$800 income. With this being the first event there were expenses to get it started (i.e. Bingo papers,) and these types of supplies will carry over to the next Bingo event.
- HSD Month-end – Nov 30, Feb 28, and May 31 - acct balance and fund transfers as applicable.

**New Business**

- MB Education Release of Creating Racism Free Schools.
- MAPC Invitation for PAC: Mental Health Forum Nov 24<sup>th</sup>
- Human Ecology name updated from Home Ec.

**Committees Reports (as applicable)**

Committees may meet separately to discuss, resolve, and coordinate functions; committee lead/rep provides monthly reports at monthly meetings. Reports as follows:

- **Relations Committee**
  - StuCo (Edna Friesen-Wiebe)
  - Corporate Ask = Lesley Reimer/Edna Friesen-Wiebe
    - Lesley Reimer has done a great job with the corporate ask. We need to have more parents volunteer for this area.
- **Fundraising Sub-Committees**
  - November School Fundraising/ Activities:
    - StuCo Pizza Days, StuCo Christmas Fundraising, Band – Mom's Pantry, Gr 6 Camp
    - Gr 5 Lacoste Cards, SWAG Hot Chocolate Sales, SWAG Siloam collection.



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- Bingo (Lorinda H / Tanya P)
  - Given the profits, PAC is able to move forward with the Rain Garden support and the equipment considerations for the outdoor recess group.
  - Oct 27, 2017 Lorinda gave an update and kept a list at the event of areas that could be improved for next time.
  - The Decorating, set up and take down was very efficient. A Special thank you to the volunteers that donated their decorations for the event, and the volunteers that helped with cleaning up tables and chairs after the event.
- Future Bingo date will be scheduled for Saturday March 9, 2019. Tanya/Lorinda to prepare HSD ask and reservation. LGA prep will begin for submission.
- School Dance – Feb 2019 (Terry Riley & TBD)
  - Venue donation request submitted for review; once approved, set committee
    - Heritage Center declined the use of their venue.
    - Hanover has a policy for no dances to be held in school gym.
    - It would be great to have the venue in town so that kids can walk to the event.
  - Would it make sense to split the event into Grade 5-8 for a certain time, and then Grade 9-12 for a different time slot later in the evening to maximize rental / DJ/ entertainment costs.
  - A couple of parents noted they would do some additional research on costs. Tanya to put an event info sheet together for prep should we secure a venue.
- Tri-Track Canteens – June 6 2019 (Lesley Giardino & TBD)
  - Tanya /Lesley G to submit proposal to Bigway by end of November.
- **Communication Committee (Leslie Bardal / Stephen Geissler)**
  - Monthly Newsletter stories
    - Nov newsletter ready for review; including last few updates
  - Surveys/ Anncts – nothing further at this time
  - Social Media (Lesley Giardino) – approach seems to be working well.
- **Active Learning and Green Space Sub Committee (Lyndsay Eidse)**
  - Rain Garden – Laura Vandenbrul confirmed with Lyndsay - February date for the PAC Contribution. Laura is going to apply prior to February for the Seine River grant. She is also going to look into the Sage garden resources and Manitoba Hydro tree grant. The planning is at the preliminary stages. Laura anticipates a meeting with someone from Seine River in December to help with her planning.



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- New Shed / Outdoor Equipment – Winter/Spring
  - Lesley Reimer has sponsorship discussions in progress; needs to know requirements and limitations for the build and donation. Lyndsay will work on a document outlining all requirements for the design, size, build and installation requirements.
  - Lyndsay needs to complete measurements and onsite assessment and meet with Teachers @ next Staff meeting.
    - On Nov. 9, Lyndsay met with Jacques Levesque and Michael Koester to measure and discuss placement of shed and space available on school yard.
    - Looking at the placement and inside of the Gym Shed for ideas, there will need to be hooks for hanging items, and bins for organization. There will need to be sign up sheets for equipment so students will be responsible for putting it back properly in the shed. Discussion on who will be in charge of locking and unlocking the shed for the students.
    - Lyndsay is scheduled to speak at the next staff meeting on December 3. We as PAC would like the help and suggestions from staff for ideas and what is needed in assistance for recess activities. Lyndsay will generate a google doc to share with staff prior to the meeting to get them thinking about ideas. We want to be on the same page together and work towards that relationship and getting kids things to do
- Green Space – Active Learning – long term planning / research / fundraising
  - Volunteer Shout out
  - There are 2 play yard companies that Lyndsay has been corresponding with about different equipment ideas and price points.
  - There has been a suggestion from a few parents about more swings as there is always a wait for them.
- **Meet the Teacher/Parent Involvement Committee (Executive / Communication)**
  - ½ hour Volunteer shifts- Parent Teacher -November 15, 2018. Tanya to send out email for parent volunteers.
- **Grade 4 Welcome / Tour (Executive, Communication, NCI/NES Administration)**
  - January Discussion



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- **Food Program Committee (Krista Shidel, Mira Salter, Kathleen Wiebe, Susan Snider)**
  - 2019 NHS Snack program research progress / 2019 NMS-Hot Lunch – Survey progress.
  - Staff Appreciation – Nov 15
    - Krista and Kathleen presented menu plans and an Appreciation Station (a board to post notes of encouragement and thanks, etc.) for students to run. Date timelines, focusing the ask with Gr 5 to 8 parents this time round and a catering transition with HE teach advisors.
    - Krista is working with Leslie Bardal for newsletter, email and social media notes.
    - Tanya to reach out to parents who volunteered specific interest for this event.
    - Tanya to email PAC directory for additional assistance
    - Krista will contact Tim Hortons for a coffee donation to the staff room.
    - Planning for ~70 Staff members; plan for some gluten free menu items and note any allergies as well.
    - Tanya will provide cutlery, napkins, plates and cups for the day as her donation.
    - Tanya noted that we have received coffee donations for bus drivers.
  
- **New School Committee -NMS/NHS (Pac Exec)- Nov to Jan**
  - Prep work can begin and include:
    - Create new email address for PAC (Tanya)
    - Create new bank account for PAC (Lesley R)
    - Update Constitutions & Policies -draft ready state for new PAC reviews)

Next Parent Advisory Council meeting will be at 6:00 on Dec.3 in the School Library.

Meeting Adjourned at 7:12 pm