



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

Meeting Date: Monday, Jan 14, 2019

Next Meeting Date: Monday, Feb 4, 2019

Meeting called to order at 6:05 pm

Attendees: Shannon Friesen, Carissa Klassen, Lorinda Huebert, Lesley Reimer, Tanya Pomaranski, Lyndsay Eidse, Michael Koester, Brad Mehling, Crag Cummings

Chair Report - (Tanya Pomaranski)

- Welcome to Hanover school trustees; thank you; intros
- Previous Minutes process reviewed (email and website distribution); previous minutes adopted.
- Housekeeping
 - PAC Directory – updated
- Volunteer Check reminder – email sent to PAC Directory members, Alanna Dunn has received a few and is still waiting for responses from parents that are helping with PAC activities to hand their registries in.
- Program Support
 - Grade 8-11 Farewell – Executive followed up with interested parent. Parent said she would help with organizing and running it, but not leading this event.

Principal's Report (Michael Koester)

- Present and file report
- No Questions raised.

Finance Report - (Lesley Reimer)

- Monthly Report – present and file report
- No changes to accounting records. PAC has a Bingo account set up and shows \$840.
- HSD month-end – Nov 30, Feb 28, May 31 – acct balance & fund transfers as applicable
- Still waiting for the other Graduate to claim their award from 2018 PAC Scholarship. Michael suggested sending the cheque through mail.
- Discussed our grad scholarship award and eligibility requirements with our Trustees.

New Business

- Open Floor
 - Canadian Wrestling Elite's Fundraising Opportunity, PAC declined invite. With other parties selling tickets and the event date (Feb 14) could pose low attendance. In order to be of value for our efforts, selling all tickets and coordinating volunteers with enough lead time were the key stakeholder points of consideration.
 - Shannon Friesen, encouraged PAC members to attend the PAC liaison Meeting in Spring at the HSD office.



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Committee Reports (as applicable)

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

- **Relations Committee**
 - StuCo (Edna Friesen-Wiebe)
 - Corporate Ask (Lesley Reimer/Edna Friesen-Wiebe)
 - Still looking for additional parent volunteers to assist here in Jan 2019

- **Communication Committee** (Leslie Bardal / Stephan Geissler)
 - Improved PAC email communication – look at weekly PAC email (as applicable)
 - Monthly Newsletter – discussed distribution approach – NCI PAC name and email for each delivery.

- **Fundraising Sub-Committees**
 - January School Fundraising/Activities
 - StuCo Pizza Days, Band–chocolates (Gr 9-12)
 - SWAG Bake Sales, Hot Choc Sales, SWAG Siloam collection

 - Bingo (Lorinda H / Tanya P)
 - March 9, 2019 – event progress update; bingo license submitted.
 - There won't be an "ace card" raffle – LGCA requires a strict accountability for a live raffle. We move forward with the bingo
 - Next year we could visit the ideas of doing a 50/50 raffle via online ticket sales. Or a cash calendar? Heritage Building Fund will be running 6 (Tues night) bingos in the first half of 2019; they outlined our schedules would not conflict.

 - School Dance – (Terry Riley & tbd) – Venue limitations – event on hold. PAC would like to secure a venue by donation. Carissa asked if the Heritage Center could donate their venue and we addressed that we had tried; we were declined. Carissa suggested we communicate to be put on a waiting list with the heritage center for events that they do donate for? Tanya to revisit.

 - Tri-Track Canteens – June 6 2019 (Lesley Giardino & tbd)
 - Tanya / Lesley G - submitted email proposal to Bigway. John will give us a discount on product and will get a product list to us for Feb. 1

- **Active Learning and Green Space Sub Committee** (Lyndsay Eidse)
 - Rain Garden – funding cheque written in Feb
 - New Shed / Outdoor Equipment
 - Not knowing space when the schools split, we should wait with the shed donation. Lesley Reimer confirmed that the corporate sponsors are ok with waiting; PAC will keep the shed on our list to maintain goals and focus. Could we start with storage inside the school already before the shed just to get an idea of space? We need to talk with the gym teachers and ask about storage and what equipment would be useful.



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- Green Space – Active Learning
 - capital maintenance re – backyard door request submitted.
 - Michael will be meeting with Randy Dueck to discuss future plans for renos for NMS. Will be inquiring about a back door entrance beside the gym to the back of the school. Creating more natural light inside the entrance enhancing the welcome, and a better flow of traffic to the school yard in the back. Lyndsay inquired if there will be a need for more security cameras or lights needed in this area.
 - Lyndsay inquired about the need for a resource/sensory room or learning support room to accommodate resourcing and student needs. It features calming and emotional regulation tools and equipment, and strategies to reset students including a space for recreation for students that cannot go outside for recess. Michael shared that divisional budget decisions and planning the school transitions are still in progress; it is difficult to commit to dedicated spaces while decisions for art, computer or science rooms are still in the discussion stages. PAC and admin will note the requirements for long term planning.
 - Lyndsay shared a Vision board with Short Term and Long term goals and ideas for ALAGS for NMS.
 - **Short Term Goals:** PAC has a current budget goal of \$2000 for recess equipment and needs.
 - Visit schools with greenspace and outdoor horizontal rock climbing wall to see what landscaping is needed. The proposed vision is to have a horizontal climbing wall on the school building, keeping safety and maintenance in mind.
 - Items and costs were provided for ideas for equipment in the storage shed - Double Dutch Rope, Bocce Ball sets, Volleyball/badminton combo, targets hanging on tennis courts, ladder golf, lawn darts, snow brick builders, snowball makers, shelving, croquet sets, and horseshoes. With any confirmed purchases, a student sign-out system would need to be designed - who is in charge of looking after the equipment and that it is put away properly?
 - Contact Ryan Dyck from Town office regarding Painting games on tennis courts.
 - **Long Term Goals:** Many ideas for the space and go ahead with these ideas are dependent on the first decision of an entrance door to the backyard of the school. Current Cement Pad is 24x14 where the currently shed sits, will this space need to be landscaped and the cement pad made larger? Placement of sheds for recess and Gym, picnic tables, etc. would need to be planned and approved in the future. Wheelchair accessible picnic tables as well.
 - To discourage vandalism, will there be a need for more security cameras, and lights? Fence around the area may not meet Fire Safety Codes.
 - Paved Oval Track going around field - promotes accessibility for students with mobility issues to get out further in to the field and activities, as well as very useful for track and field practice and gym classes.
 - More swings are needed.
 - Fitness Playground equipment - ideas and prices were displayed on a vision board. When NES launched their new play structure research/build – student



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voice was included – 2 playground designs were presented; students voted for which one they preferred. Great idea to involve students in the decision.

- Outdoor classroom would be useful for teachers; as well as a covered area with a permanent working station for canteen duties for holding track and field events, and teachers to lead their class from.

- **Meet the Teacher/Parent Involvement Committee** (Executive / Communication)
 - PAC Kiosk – Parents are needed for ½ hr Volunteer shifts – Celebration of Learning March 2019

- **Food Program Committee (Krista Shidel, Mira Salter, Kathleen Wiebe, Susan Snider)**
 - Staff Appreciation
 - June date –Michael will confirm a date for early June with Tanya; need event plan and communication plan by April meeting
 - 2019 NHS Snack program research progress / 2019 NMS Hot Lunch - survey progress

- **New School Committee – NMS / NHS (PAC Exec) – Jan to Mar**
 - PAC Exec Planning
 - Jan – lead-in newsletter story - Chair, Secretary & Treasurer needs
 - Feb – submit nominations (in confidence) to nciparentcouncil@gmail.com
 - Mar – Vote/Aclamations; schedule first meeting w/NCI PAC and new principal

 - Prep work includes:
 - Created NHS email – nhsparentcouncil@gmail.com
 - Need to create email for NMS – nmsparentcouncil is not available.
 - Tanya will try some other suggestions from the table discussion.
 - Shannon Friesen commented how pleased she was to see the preparedness for the new school.
 - Update Constitutions & Policies – Tanya to work on these docs in Feb for new PAC reviews in March/April
 - March - Create new bank accounts for NMS / NHS PAC (Lesley R)

- **Grade 4 Welcome / Tour – March discussion**
- **Grade 8 to 11 Farewell – March discussion**

Meeting Closed at 7:30 pm