



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

Meeting Date: Monday, Feb 4, 2019

Next Meeting Date: Monday, March 4, 2019

**Attendees: Meeting Cancelled due to weather/school closure.
All decisions/discussed electronically; documented in minutes to follow for reference.**

Chair Report - (Tanya Pomaranski)

- Housekeeping
 - PAC Directory – updated with volunteer updates from PAC Bingo shout outs
 - Volunteer Check reminder – email sent to PAC Directory members and those volunteering to help

Principal's Report (Michael Koester)

- Present and file reports at next meeting. January report was circulated for PAC Directory member review.

Finance Report - (Lesley Reimer)

- Monthly Report – present and file reports in March with updates on
 - 2018 Grad Scholarships
 - Rain Garden cheque
 - HSD month-end – Nov 30, Feb 28, May 31 – acct balance & fund transfers as applicable

New Business

- Open Floor
 - Grad Committee updates – no further updates at this time

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 – PAC will work with StuCo for Farewell Celebration
 - Corporate Ask (Lesley Reimer/ parent volunteers for events as required)
- **Communication Committee** (Leslie Bardal / Stephan Geissler)
 - Improved PAC email communication – look at weekly PAC email (if applicable)
 - Monthly Newsletter stories / Social Media plans continue as planned



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- **Fundraising Sub-Committees**
 - February School Fundraising/Activities - StuCo Pizza Days, Band–chocolates; Gr 5 Lacoste Cards, SWAG, and Hot Choc Sales.
 - Bingo (Lorinda H / Tanya P)
 - March 9, 2019 – volunteers, sponsorship, advertising all coming along nicely.
 - Great response from the community after social media “Save the Date”. Recent email shout results in sufficient product/merchandise prizes. PAC parents come forward with generous support in expenses. Committee will continue to fill last few volunteer roles and cash sponsorship for game prizes.
 - *School Dance – Feb 2019 (Terry Riley & tbd) - Venue limitations – **event on hold***
 - Tri-Track Canteens – June 6 2019 (Lesley Giardino & tbd)
 - Tanya / Lesley G – canteen prices and process confirmed; volunteer planning begins in March and April.
- **Active Learning and Green Space Sub Committee** (Lyndsay Eidse)
 - Rain Garden – funding date – cheque and letter to be delivered to Teacher Champion.
 - Green Space – Active Learning – new shed/outdoor equipment
 - Discussions with Gym teachers for equipment, storage and student sign out processes. Lyndsay to update in March.
 - Vision boards are ready for March 14 COL kiosk display
 - Lyndsay connecting with additional schools for Middle school greenspace ideas and options
- **Meet the Teacher/Parent Involvement Committee** (Executive / Communication)
 - PAC Kiosk – Volunteers needed for ½ hr Volunteer shifts
 - Celebration of Learning March 14 2019 from 5pm to 7pm.
 - Volunteer shifts start at 4:30pm for table setup.
- **Food Program Committee (Krista Shidel, Mira Salter, Kathleen Wiebe, Susan Snider)**
 - Staff Appreciation – June 3; event plan due March / communication & planning – April
 - 2019 – NMS Lunch Pgm – ideas/questions Feb; finalize March; rollout for Sep 2019
 - Volunteer parents are key for the continuation of pgm; including pizza days
 - 2019 NHS Snack program research progress – on hold until NHS planning in place
- **New School Committee – NMS / NHS (PAC Exec) – Jan to Mar**
 - PAC Exec Planning – communication for nominations and voting follow up for Executive positions for both school PACs.
 - Feb – submit nominations (in confidence) to nciparentcouncil@gmail.com
 - Mar – Vote/Aclamations; schedule first meeting w/NCI PAC and new principal



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- Prep work continues and includes:
 - NHS email created – nhsparentcouncil@gmail.com
 - NMS email created – nms58parentcouncil@gmail.com
 - Feb/Mar – Updates to Constitutions & Policies will take place in March.
 - Drafts ready for review by new PAC members (Tanya)
 - April – NCI PAC will create new bank accounts for NMS / NHS PAC (Lesley R)
- **Grade 4 Welcome / Tour** – March discussion noted and tabled for next month's meeting.
- **Grade 8 to 11 Farewell – March discussion noted.**
 - A couple of parents have come forward to note interest in helping and will reach out to other parents they know to gain additional activity.
 - Looks like PAC Exec and Admin will need to determine date/event forum and utilize volunteers.

Next Meeting: Monday, March 4 at 6pm - NCI Library.