



## NIVERVILLE MIDDLE SCHOOL PARENT ADVISORY COUNCIL

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Meeting Minutes - **Monday, Jan 13, 2020 - 6:00pm @ NMS Learning Commons**

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Meeting Dates - 2020 - Feb 3, Mar 2, Apr 6, May 4

Attendees - Lorinda Huebert, Lyndsay Eidse, Tanya Pomaranski, Michael Koester, Craig Cummings, Laura Van den brul  
Regrets - Rob McCorriston, Don Salter

### Chair Report *(Tanya Pomaranski)*

- Welcome here / New member Intros
  - Congratulations to the Staff at NMS and the recent good news articles in the Niverville Citizen.
  - No new members in attendance
- Previous Minutes; motion to pass / post; carried
- **Governance**
  - Chair Recruitment for 2020 / 21
    - Notice in the Bright Arrow messages; one-page announcement to go home with students (youngest and only distribution).
    - Tanya to finalize, provide copies to the office for distribution by next week.
  - Online meetings - follow up *(Don)*
    - Putting this item on pause for now; removing from agenda
- **Teacher Rep Updates** *(Laura)*
  - Laura said that staff collected food items for Siloam mission in December. Student Council raised money to buy gifts for 1 Christmas Hamper.

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

- Presented and reviewed at each meeting
  - The Fair Trade Festival -Laura van den Brul and Kelly Heintz organized a Fair Trade Festival in our Learning Commons Dec. 9-11. Students and Parents/Guardians had the opportunity to get an early start on their Christmas shopping. They raised over \$3000 for Ten Thousand Villages. PAC can utilize digital media to share this information with parents.
  - My Blueprint Scholarship -NMS recently won 1 of 3 \$1000 scholarships from All About Me. To win the scholarship, students (Gr.5) submitted a video explaining why they enjoy using the My Blueprint digital portfolio program. They will be making purchases for the Makerspace.
  - Bag Up Manitoba program -SWAG coordinated the Bag up manitoba program here at NMS last month. For their efforts, the School was 1 out of 6 schools that won. NMS Received a bench that was made from recycled plastic and wood courtesy of Take Pride Winnipeg.
  - Basketball season begins the week of Jan. 20
  - NMS hosts a Grade 8 girls BB tournament Jan. 31-Feb.1. Lyndsay had inquired about NMS PAC hosting a canteen for this event, but Jan. 31 is a PD day, and with basketball, the games are shorter in length, not sure how well attended the games would be and if a canteen would be as successful as the experience NHS has with canteen during Volleyball tournaments. PAC can revisit this idea for next year.



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### Financial Report *(Rob McCorriston)*

- **Monthly Budget Rpt** 2019-2020 - Presented @ each meeting
  - NMS Raffle Account @ Dec 31 - \$1377.66
    - one cheque left to clear (for ticket printing);
    - remaining deposits will reflect in Jan stmts.
  - NMS Bingo - \$2170.18
    - balanced to LGCA account summary document for HSD Nov rpt
    - no further activity
  - NCI PAC Bingo - 0.00
    - Tanya to email NCU contact to close account with Lesley R as 2nd signor
  - NCI General - \$393.72. + surplus shares and savings
    - waiting on one grad award cheque to clear (\$250)
    - Lesley R checking w/NCU at Jan 28
    - remaining balance will be moved equally to NMS and NHS
  - NMS General - \$2007.50
    - Chicken Chef payment and bank fees to clear =\$357.31
- **HSD reporting requirements** - Nov, Feb, May
  - Reference LGA summary doc; include fundraising purpose in HSD rpt. Submitted in November. No questions; encouraging PAC to look at spending commitments to move monies.
- **Online Banking** NHS follow up on our fees and services to determine cost effectiveness.

### Communication Report *(Leslie Bardal / Cyndi Wiebe / Tanya Pomaranski)*

- **Monthly Bright Arrow Emails to parents**
  - PDF copies posted on PAC / News tab
  - Jan 13 - Mtgs,Raffle update, PAC Chair 2020, Grade Reps, Spring Staff Appreciation, Tri-Track - mark your calendars to volunteer.
- **Social Media (FB via Volunteer Parent)**
  - PAC reminders via Social media - Volunteer Shoutouts, Events, Mtg Reminders
- **Parent Resources (PAC Web Page)**
  - Volunteers needed to create content for subject areas (communication team will review/edit before school review and approval to post)
    - MY Fee table, Digital Citizenship, FAQs, Band vs. The Arts, Emergency Response Plan Chart Review
    - What are questions Parents ask? A Web page parents can go for information to find the resources available. Please send Tanya any FAQs to get the FAQ started.



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### Fundraising Report *(Event Leads)*

- **Corporate Ask Letters** *(Tanya/Lesley R)*
  - Ask letter drafts underway . These letters are on hold as we are waiting for a prioritized list of PAC goals and also the outcome from HSD meeting with NMS on Jan 16 will help determine priorities and next steps.
  
- **Raffle - Spirits of the Season Tickets - Sept-Dec 10** *(Lorinda Huebert/Lesley Reimer)*
  - Draw held Dec 10. 4 Tickets drawn. Winners contacted and prizes claimed/delivered.
    - Winners names published on social media community page and Parent email messages in January.
    - A total of \$3,182 profit to share equally between NMS and NHS.
  
  - Spring 50-50 Raffle prep in progress
    - 10,000 tickets @ \$2.00. Online sales. 15% fee to fundingchange.ca for coordination of online draw.
    - May 12, 2020 draw date, HSD letter of endorsement submitted; remaining application requirements collected and prepared for LGCA submission. Lorinda to finalize the profit use statement and submit.
    - Group agreed - no student prizes for this raffle. Let's see how online and 50-50 cash prize proves in participation.
  
  - Revisit 2020 plans for fundraising Confirm potential vs. Sept 2020 plans
  - Lorinda Has started the Application process. What are we raising money for? Storage Solutions for the Active Learning and Green Space COmmittee and Greenspace improvements.
  - Take off of the application letter, the Plexiglass signage around the school, The estimated cost of \$3000. Is not a priority right now.
  - With the Online Raffle Digital distribution, Can we track how much each Student sells per class? Reward for class with best participation? \$10,000.00 is the most we can gross through this fundraiser. As a community raffle, we are bound by the number of tickets we can sell. Lorinda will send the draft to Leslie and Cindy.
  
- **Tri-Track (Lesley Giardino) - June 4 2020**
  - Portable BBQ / Tools - Corp Ask / purchase by May 31; research BBQ style in progress. Taya to follow up for Corporate Ask.



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### Program Support *(Executive)*

- **Active Learning and Green Space Committee (ALAGs) (Lyndsay Eidse)**
  - Grant research/organization in progress (Kelly F)
  - MakerSpace contributions
    - Michael passed on list to Lyndsay to discuss with Sarah; purchases can be made up to \$500 allocated from the LGCA account to this event.
- **Green Space**
  - Tennis Courts - letter submitted; follow up @ year-end with HSD Ops Committee
    - Jan 14 - Kevin Heide confirmed nothing new from Town of Niverville on the tennis court or any of the other list of shared space type issues that are in our (HSD) drafted agreement.
  - Swing space follow up - quotes/estimates? design/drawing needed? Grant writing for HSD grant application
  - Active Play Committee
    - Monthly meetings w/ School Committee (Dave K)
      - Recess Equipment signout pgm design on hold until shed is organized and set up.
      - Shed layout provided (Dave K) Shed size needed before we request from corporate sponsor.
      - School Committee meetings to design yard layout - beginning with south side alcove reaching to outlying yard.
        - Short term vs Long term needs and plan design
        - Fundraising Goals, Student Voice, Grant Writing Plan
        - Asphalt vs. concrete?
- **Food Committee**
  - New B's cafe / Freshii
    - Lesley Reimer still waiting on 2nd follow up proposals Freshii/Chicken Chef
- **Staff Appreciation (Spring - TBD)**
  - March 25 (Parent/Teacher) or April 23 - Celebration of Learning/ Gr. 7 and 8 Science Fair.
  - Plates, cutlery, water - these supplies are not needed.
- **myBlueprint / Student of the Month (in progress)**
  - Program underway with stability
- **Grade 4 Welcome - June 2020 - Parent Tour / Orientation - Craig/Tanya/Leslie (April/May)**
  - Tanya to send link of slides to Craig and Leslie to slowly get started on updates to the template and then the content to be in a position to review and make last edits in May.
- **Grade 8 Farewell - June 2020**
  - Collaborative plan w/school admin year-end celebrations - pizza party, bbq?

Meeting adjourned at 7:35 pm. Next Meeting on Feb. 3 in Learning Commons room at 6:00 pm.