



NIVERVILLE MIDDLE SCHOOL PARENT ADVISORY COUNCIL

Meeting MINUTES - **Monday, May 4, 2020 - 6:00pm @ NMS Online Mtg**

Meeting Dates - 2020 - Sep 14 (Annual Plan), Oct 5 (AGM), Nov 2, Dec 7

Attendees: Tanya Pomaranski, Ravi Misir, Annie Ross, Lindsay Eidse, Lorinda Huebert, Denise Pottecker, Rob McCorriston
Regrets: Katie Knebel, Don Salter, Laura van den Brul, Michael Koester, Craig Cummings

Chair Report *(Tanya Pomaranski)*

- Previous Minutes; motion to pass and post; carried. Craig to post on PAC webpage.
- **Governance**
 - Annual Planning - May 25 - virtual
 - Links to the next Annual planning meeting have been delivered to executives. Katie is coordinating the prize raffle survey for delivery and fundraising discussion.
 - Apr 28 - PAC Liaison - Katie, Lisa, Denise, Tanya attended Zoom meeting
 - Tanya updated the group with an overview of the PAC Liaison meeting; Superintendents outlined online teaching approaches, answered any questions, and outlined that the return to school plans are in progress for September. Details are unknown at this time.
- **Teacher Rep Updates** *(Laura van den Brul)*
 - No updates to report

Principal's Report *(Michael Koester)*

- Presented and reviewed at each meeting.
 - Tanya reviewed the Principal report from Michael. Based on the updates, Lindsay will circle back to school champions to seek updates and impacts to the ALAGs committee and wish list.

Financial Report *(Rob McCorriston)*

- **Monthly Budget Rpt** 2019-2020 - Presented @ each meeting; funding change deposits?
- Balance of accounts
 - Main: \$2359.55 (\$709.36 to transfer to Raffle account)
 - Bingo \$1070.18
 - Raffle \$3140.93 (\$709.36 still to be added from Funding Change deposits. Deposits occur in the general account; transferred over to the Raffle account as required).
- **HSD reporting requirements** - Nov, Feb, **May still required**; include LGCA summary/updates
 - Tanya confirmed for Rob/Denise that May HSD reporting requirements are still required; request may arrive late June.
- **NCU Business Signer Change request** - delivered to all applicable new signers.
 - All new signers received forms; requests to visit NCU for updates.
 - Removal of previous signers when new setup completes; Tanya to facilitate with NCU.



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

- **Monthly Bright Arrow Emails to parents** - Monthly PDF posted on PAC>News Tab
 - May 4 - includes - Sep/Oct Mtg dates, Raffle update, 2020 wrap up
- **Social Media FB (via Parent Volunteer)** - Volunteer Shoutouts, Events, Mtg Reminders.
 - Question posed to HSD Superintendents to reconsider Social Media policy for PAC pages. HSD working on a social media policy for PACs by the fall.
- **Parent Resources** - Volunteers create; comm tm reviews; school review/approve post
 - Financial Literacy (reached out to parent volunteer to write), FAQs (Tanya/Ravi)

Fundraising Report *(Event Leads)*

- **Corporate Ask Letters** *(Tanya Pomaranski/Lesley Reimer)*
 - Shed letter and specs complete. Lesley Reimer delivered to 3 sponsors.
 - Von Riese Homes and Dreed Construction will receive Corporate Ask letters the week of May 4th. Responses due May 20.
- **Raffle - Spring 50/50** *(Lorinda Huebert/Lesley Reimer)*
 - Amendment filed; current purchasers received emailed with FB live link
 - Spring 50-50 Raffle in progress - Jackpot @ ~\$1002
 - Raffle broke the \$1000 mark at the start of the PAC meeting. We have another week of promoting the event and are ready for the live draw.
 - Facebook live <https://www.facebook.com/events/1116447188722145/> - May12 @ 6pm.
- **TriTrack Canteen Event**
 - Event cancelled this year. Track format for 2020-21 is unknown. PAC assumes the fundraising position remains in place and will confirm with Dave K. in the new school year when more details are known.



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Program Support *(Executive)*

- **Active Learning and Green Space Committee (ALAGs)** *(Lyndsay Eidse)*
 - MakerSpace purchase - complete by June as per HSD guidelines.
 - Photo "shout-out" appreciated by PAC.
 - Green Space
 - Exec, Admin, ALAGs - update / review priority wish list (Lyndsay)
 - Active Play Committee monthly meetings - on hold until Fall 2020
 - Grant research/org in progress - *(Kelly Friesen / Lyndsay Eidse / Sara Conway)*
 - Priority List:
 - New HSD letter from PAC required; Tanya to coordinate with Lyndsay & Katie.
 - Restate plans/requests for all areas for discussion with the Town; not just Tennis Courts.
 - Shed layout - specs finalized and delivered to sponsors; waiting on response.
- **Food Committee - On hold until Fall 2020**
- **Staff Appreciation (Fall 2020-Spring 20201)** *(Lisa Strom)*
 - Plan for Fall 2020; date - Parent Teacher Night
 - Confirm counts - 10 bus drivers; 40 staff; EA, Teachers, Support, Custodians (includes evening staff)
- **myBlueprint / Student of the Month** *(Tanya Pomaranski/Lisa Strom)*
 - myBlueprint
 - 2020-21 budget confirmed; new execs included in process
 - Tanya to update Exec handbook
 - Student of the Month
 - 2020 Fall sponsors contacted- DQ, Chicken Chef (confirmed), Subway, Country Snacks/Peppies.
 - 17 home rooms - 170 prizes required; acquired and delivered on June 12. Thank you poster for sponsors ready for Fall 2020 - to be posted on PAC web page.
 - New execs included in process; Tanya to update Exec handbook
- **Grade 4 Welcome Parent Welcome Tour/Orientation**-*(Craig Cummings/Tanya Pomaranski/Ravi Masir)*
 - Revised planning in progress; could be late Aug/early Sep - tbc by Craig
 - Slides with Communication team/ Tanya and Ravi to merge updates reflecting NMS into the slide deck Craig has updated
- **Grade 8 Farewell - June 23 2020** *(Tanya Pomaranski/Exec/Admin)* - **Cancelled**
 - WOL - NMS Admin will notify them of event cancellation