

École Sir William Osler

Parent Council Meeting Minutes

Date / Time : January 17, 2023, 6pm

Meeting Location: Virtual Meeting

Meeting Chair: Caitlin Buchel

Minutes Taken By: Rebecca Simpson-Litke

(14 participants)

Chair Greeting (Caitlin)

- Minutes from November 2022 – moved by Denise D., seconded by Lauren M., approved

Treasurer and Lunch Program Report (Mme Ostermann)

- Thanks to Amy for submitting this report ahead of time
- PAC account is \$10,071.02 – includes \$3000 operating grant (for curling rink) and \$4798.64 wine raffle proceeds
- Lunch Program account is \$43,306.99 – \$100/month is coming out to cover composting – lunch account will go up once second round of cheques are deposited

Principal's Report (Mme Ostermann)

- **Drills** – 4/10 fire drills now completed, 1 evac, 1 lockdown – next lockdown and fire drill end of this week or early next
- **Illnesses** – reminder to keep kids at home if they are ill – nasty flu going around
- **Global Sustainable Development Goals** – composting has started, green action team is coming in to train classes
- **Winter Bazaar** – donated over \$440 to Lake Wpg Indigenous Collective
- **Staffing** – Mme Dana has resigned from the school division, but is back often for subbing – Mme Grace Shepherd has started for ELA – we're in the process of hiring for the lunch program
- **Next Year Classes** – Starting to look at classroom scenarios for next year, please let Mme Ostermann know if your child is not returning – enrolments are currently:
 - 17 K, 27 Grade 1, 21 Grade 2, 32 Grade 3, 21 Grade 4, 22 Grade 5, 21 Grade 6
- **Construction** – division/province/architects coming for community info evening on the school expansion – will take place on January 25, 5:30 (presentation at 6:00, follow up with N/K open house info) – have shared drawings/renderings
 - Notification flyers will need to be delivered to surrounding homes (grades 5 and 6 will start distributing, volunteers needed to complete? – Caitlin will create sign-up sheet) – must be distributed by January 22
 - Childcare will be provided for this event, but people need to let Mme O know by January 23 if they will need this
 - New catchment boundaries are still being finalized
 - Outdoor colours in the renderings might quickly look dated – we should ask about aesthetic choices at the meeting

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- Can the school get a mural by a local artist on an outdoor wall? – not outdoor, but there will be something indoor
- Can we petition the city to update the wading pool at this time? – these projects are not connected, but we could reach out to John Orlikow's office

Wine Raffle Update (Avery)

- Total sales = \$5350, Total Profits = \$4798.64 – to be used for playground (berms, etc.)
- Thank you to everyone who donated bottles, bought tickets, shared the raffle with family/friends, volunteers (Avery, Caitlin, Amy, Lauren, Denise G, Miranda Hood, Brad Walker, Tory Crawford, Mme Ostermann)
- Some observations:
 - email reminders and tying the raffle to the winter concert were effective
 - \$40 package was the most popular option
 - Funding Change platform was great and could be reused for other fundraising
 - Applications for LGCA raffle licenses should be done as early as possible (can take up to a month)
 - We now have a bunch of materials that can easily be reused – will put into google drive for easy sharing
 - Wine bottle collection – we exceeded our allowed number of prizes, but extras can be used as door prizes

Lunch Program Update (Caitlin)

- Have interviewed for lunch program position and are working on paperwork
- Draft of new lunch program policy – PAC will now be responsible for hiring lunch program staff
- Caitlin & Avery met with staff before the holidays to collect feedback – a note that appreciation lunches should be delivered earlier so staff can eat them (they eat earlier than the students)

Funds for Mme Heinrichs Flowers (Caitlin)

- Thank-you flowers were purchased after the winter concert
- Can we reimburse Lauren (up to \$60, receipt to be submitted) for this? Moved by Denise G, second by Jennifer Ayotte, approved

Playground Committee Report (Lauren/Meghan)

- Enchanted Forest – collection and set-up were great – thanks to Meghan, volunteers, Mme Grace
- Curling Rink – working with Hinterland Nature Collection to make this – received Per Capita grant of \$3000 – almost finished, just smoothing out ice now – making curling rocks out of logs and cabinetry hardware (rocks are expensive!) – should be curling by next week

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Winter Bazaar Update (Caitlin/Mme Ostermann)

- See Principal's update for amount
- Thank you to all for the donations!

Yearly Planning & Google Drive (Avery/Caitlin)

- We should collect documents in a google drive with documents for fundraising, etc.
- Create a yearly plan/schedule for fundraising
- Helpful for future PACs who will not have to reinvent any wheels and can stay on schedule
- Avery will start populating the drive for review at next PAC meeting

New Draft Lunch Program Policy (Caitlin/Avery)

- Wpg school division, in an effort to standardize, has drafted a new policy
- We provided feedback, and we'll give you an update once it's finalized

Meeting Adjourned (Caitlin) 7:07pm

- Next meeting is February 23