



ÉCOLE ST. GERMAIN PARENT ADVISORY COUNCIL

PAC Meeting minutes – September 24, 2022

Attended: Shauna Lussier, Aaren Williams, Cam Johnson, Paulette Sabourin, Mandy Falk, Leah Macdonald, Lisa Holmes, Amanda Smeets, Crissy Ranellucci, Alanna Brown, Renee Weedon, Juli Welsh, Janelle Chambers, Mario Navarrete, Jaylene Johnson

Regrets: Nicole Hacault, Karin Holmes

Absent: Marcia McKenzie, Matthew Awang, Krysta Richard, Kim Sawatzky, Lisa Hettrick, Charlene Allard, Seyi Dairo, Danielle McRae, Adam Woollard, Lindsay Woollard, Marianne Robles, Fan Yang, Jose Corominas, Cathy Robert-Swain, Karen Adam, Krista Pickering, Darya Prokapalo, Eva Trachtenberg, Colleen Letkeman, Kim Adair-Gagnon, Kim Dunford, April Peterson

Call to order: 7:00 p.m.

Welcome and introductions for all guests, members, and principals. New members will be voted in after attending two meetings.

Approval of June agenda - Motion made by Amanda Smeet, 2nd by Crissy Ranellucci, PASSED.

Approval of June Meeting minutes - Motion made by Janelle Chambers, and 2nd by Lisa Holmes, PASSED.

Treasurer's Report: Karin Holmes (reported by Shauna Lussier)

Karin has added in costs (future commitments) that we commit to every year.

1. Rotating Libraries: PAC committed \$6400 for 2021-2022 and have committed an additional \$6400 for 2022-2023. These commitments help support the school's focus on early years literacy in French and English. \$2200 was spent in 2021-2022.
2. School Patrol Pizza in June - \$150
3. Website Fees - \$450.00
4. Staff Appreciation week - \$1000
5. School requests – recess equipment (shovels, soccer balls, etc...) - \$1000

6. CJS Scholarship - \$500
7. Grade 5 Grad - \$1000
8. School BBQ - \$1000
9. Flowers – Front of School - \$250

With these future commitments we currently sit with a balance of \$2500 in the PAC account.

Question about St. Timothy's Church donation for using their parking lot. Did we pay this to them? Shauna will check with Karin. Update - Karin confirmed after the meeting that St. Timothy's received the donation.

Karin to add St. Timothy's donation to future commitments.

Karin to add Hot Lunch program fee for future commitments.

Do we need to pay for a Zoom account? Leah Macdonald, our Communications Coordinator will work with Shauna to set up our virtual meetings with Microsoft teams.

2021-2022 Financial report. Motion to accept the financial report: Motion by Amanda Smeets, Seconded by Crissy Ranellucci. PASSED.

July 2022 & August 2022 Financial report. Motion to accept the financial report. Motion made by Aaren Williams, Seconded by Mandy Falk. PASSED.

Administrator's Report: Cam Johnson

Great start to the school year. Very smooth as opposed to last year. The amount of planning was reduced as there are no cohorts and students can all be on the same timetable. Opening conferences went well and it was nice to see parents in the school. There are 472 students that are enrolled this year. Great to see that we have high enrollment in Kindergarten and Grade 1.

The staff are back to in person staff meetings in the library.

There are two sensory paths in the hallways for the students. Mme. Lisa Harrison & Mme. Lindsay MacDonald put these together.

The canteen and microwaves are back for grade 3 - 5. These are very popular with the students.

Students are enjoying the recess time with the whole school.

- Crossing Guard

ESG is looking for a crossing guard at the school. The need is for half an hour in the morning and half an hour at the end of the day. The Crossing Guard job is posted on the divisional website.

- Recap on the PD Day in June

The thought was presented that 10 years from now ESG is an award-winning school. How did we get there? Staff discussed ideas to work towards the school becoming the best that it can be. A school needs to evolve and change to be good. Other discussion topics included there being blocks of literacy for each class like blocks of gym, art, or music. Diversity and inclusion

pieces for the school and school community. Indigenous liaison from the division to help ensure that we are including in day-to-day life at the school.

- Grade 5 farewell

Grade 5 farewell went well despite the weather. Nice to have this event for the students. Do not use "Amazing Entertainment" for a bouncy castle rental. Showed up late after being called to come. Kim Dunford can report details, but it was not a good experience.

- 2022-2023 Staff goals

For 2022-2023 a goal for the school is to come up with fun ways for the kids to appreciate the French language and see how it can be of use to them in the future. Another focus is for the school to have an action piece to touch base with parents about their experiences in the school and division. With the limitation on meetings this piece has not happened the past few years.

- Front entrance project proposal

Cam met with a landscape business and presented a diagram of a proposed plan with images of the front of the school. The proposed plan will cost \$25,000. Key factor is that it is sustainable for the future and must be low maintenance. The school has issues with mud at the front of the school as the grading needs to be done. The kindergarten students play here every day. The school needs something at the front to make it feel more welcoming and more attractive. It would be nice to be able to break it up into phases so that the design can be achieved, and the School and PAC can access grants and put some fundraising dollars towards the project. The division will contribute, but it would be a minimal amount.

The plan would include taking away ½ of the bike racks as only ½ of them are being used and more were needed when it was a K-8 school. Half of the grass area and all the trees will remain. There would be a concrete divider between the grass and gravel that will transition into larger pieces of limestone and stones for sitting. Mulch would be added to the base of the trees. Perennial plants, shrubs, long grasses, and stones would be in garden areas that would be in front of the two kindergarten classroom windows. Approximate cost would be \$25,000.

An idea was proposed is that our Lacoste fundraiser give parents the option to donate the money back to the school in the form of a Lacoste gift card(s) to pay for plants and shrubs.

It was recommended that a committee be formed to help with grants. Amanda & Shauna would assist with this.

Looking back at 2021-2022 school year the three fundraisers raised a total of \$4500.

A suggestion that the community could assist with some parts of the project to offset labour costs. Not sure if a landscaping company would accept this, but we can ask.

- LRSD Annual report

Cam has a copy of the annual report, and it is also available online at the LRSD website.

New Business

- Open House – the next meeting will be an in-person meeting.

The agenda will be short & sweet and allow for parents to mix and mingle. Coffee and treats will be provided. An important piece will be to have a sign-up page for committees to help with fundraising, and events. Each person should leave with a takeaway page about PAC and all that we do for the school. Sign-ups for – bbq, staff appreciation, Lacoste, Grade 5 farewell, Lacoste Fundraiser, Dominoes Fundraiser, etc.

Motion put for award to approve \$150 to be spent on coffee and treats for the Open House. Motion by Shauna Lussier, Seconded by Aaren Williams. PASSED.

Cam & Paulette can assist with some door prizes for attending.

- Fundraising Plan for 2022-2023

A letter will be sent out to parents to be able to do a direct donation instead of participating in any of the fundraisers. This has been done in the past and we did not do this for 2020-2021 and the 2021-2022 school years due to the pandemic. EGM does a “Not a fundraiser – fundraiser”. The letter should indicate what we are planning to use the money for. In the past it was recommended that families pay \$40/child at the school.

It was recommended to mention something at each grade level to make it more meaningful. Further recommendation to cast the vision for projects. What does a rotating library look like? Shovels, soccer balls, pizza for patrols, etc. What do we use the fundraising money for?

Shauna will create a PDF that will help create our vision.

- Hot Lunch Program

This program will go forward this year. Lisa Holmes is the new coordinator. Little Caesar’s has been used in the past and they can prepackage individually.

Since we used Domino’s and had a successful fundraiser with them then Lisa will reach out to see if they can pre-package their pizzas for our hot lunch program and find out costs.

The Hot Lunch program will start the Wednesday after the Thanksgiving weekend and 3 other dates will also be planned. We will start with pizza for the fall and can add additional vendors in the spring.

Software used is through “Munch-a-Lunch”. It makes things easy and reduces the handling of money and tracking and reduces the required number of volunteers. This has been used in the past. A concern was raised over the cost and Lisa will seek our other options and contact other schools to see what they use.

Motion by Alanna Brown to spend up to \$350 on a program such as Munch-A-Lunch to run our hot lunch program. Seconded by Janelle Chambers. PASSED

Volunteers/Committees/Events

- Staff Appreciation Week

It was decided that the Staff Appreciation week will be the last week of March before Spring Break.

- ESG/PAC Spring BBQ

Moved to the spring as it was too hectic in the fall. Will need to check with baseball and soccer schedules from Dakota CC to pick a date. The BBQ (cooking and games) require a lot of volunteers and parents want to mix and mingle at this type of event. Grade 5 students run the games.

It was suggested that having pre-made/ordered food or having a few food trucks would be a better way to reduce the volunteer need and allow parents to enjoy themselves with their families. School staff also attend the event. We used College St. Boniface for Staff appreciation for pre-made meals. Samosas were also done in the past and enjoyed from another vendor. Food trucks can also do pre-ordered meals.

- Spring Concert

It was brought up by Cam & Paulette that the music teachers are interested in having a spring concert outdoors such as a festival of music. In the past we have had the gymnasium full of students, parents, and grandparents and as we continue to live through the pandemic, it might not be feasible to do this indoors with 500 people in the gymnasium. The teachers suggested that it be a part of the spring bbq. Cam & Paulette will get the music teachers to attend a meeting or prepare something so that we can hear all about their ideas.

- Babysitting at PAC Meetings

In the past two babysitters were hired for PAC meetings so that all parents can attend. PAC covers the cost for babysitters. Our meeting schedule shows that we have an open house on October 5th and then virtual meetings in November, December, January, and February. We will hire babysitters for the spring in person meetings.

Meeting adjourned at 8:10pm.

Next meeting: October 5, 2022 at 7:00pm in the ESG Library.

ESG PAC Current Members (Updated Sept. 25, 2022)

PAC Members List (September 2022)

Aaren Williams
Adam Woollard
Amanda Smeets
Cathy Robert-Swain
Charlene Allard
Colleen Letkeman
Crissy Ranellucci
Danielle McRae
Darya Prokapalo
Eva Trachtenberg
Fan Yang
Janelle Chambers
Jose Corominas
Karen Adam
Karin Holmes
Kim Adair-Gagnon
Kim Dunford
Kim Sawatzky
Krista Pickering
Krysta Richard
Leah Macdonald
Lindsay Woollard
Lisa Hettrick
Lisa Holmes
Mandy Falk
Marianne Robles
Matthew Awang
Nicole Hacault
Seyi Dairo
Shauna Lussier