

# Minutes – École West Park School Advisory Council

Thursday, October 8, 2020 – 12:00 noon via ZOOM

Minutes recorded by: Courtney Friesen

Meeting called to order: Lisa Hiebert-Penner @ 12:05

Attendance: Andrea Hildebrand, Courtney Friesen, Lisa Hiebert-Penner, Al Jones

Regrets: Annie Doerksen, Esther Wiebe, Jo Funk, Michelle Warkentin, Rosalynn Neufeld, Lisa Giesbrecht, Esther Friesen

## 1. Welcome and Approval of Minutes:

**Motion:** to accept the minutes from March 10, 2020 – Andrea, 2<sup>nd</sup>: Courtney. **Carried.**

## 2. Principal's Report:

- a. **Staffing: new this year:** Eric Reimer – grade 5, Samantha Larter – grade 6, Delores Enns – librarian, Ms. Pott – starting maternity leave Dec2020/Jan2021
- b. **Enrollment:** 199, about 20 students are homeschooling this year
- c. **Orange/red pandemic plan** – continuously developing, referencing the government provided table regarding the guidelines which must be followed.
  - i. **Red-community transmission** –children of critical workers will attend school, all others will be learning at home
  - ii. **Red – school outbreak** – class/cohort goes home to isolate.
  - iii. **All decisions are guided by Public Health**
- d. **Sick children returning to school** – based on the honesty of the families, teachers have been sending work home if children are home.
- e. **Masks** – the students have done well in following the guidelines, they have been given few reminders and are allowed time without their masks. Adequate social distancing guidelines have been harder to follow and seem more unnatural.
- f. **Fun things** – quite limited in what is allowed, class/cohorts are planning 'fun' activities, use teams for assemblies, Student Council will be running,
- g. **Volunteer request** – many new library books need to be laminated, call the office to arrange
- h. **2020-2021 yearbook** – how does this look for this year? Have discussed some layout options, could children submit photos from experiences at home, 2020 cost - \$4000, would selling advertising be an option?
  - i. **A yearbook needs to be made for the year. How to pay for it?**
    1. PAC pay half, ask parents to pay the balance with conversation with those families who are not able to pay the
- i. **TEAMS** – Al will investigate using teams for parent council meeting as it has no time limit.

### 3. Treasurer's Report:

#### a. Business from last school year, not yet reported:

- i. March: Paid \$1000 to West Park for bookfair contribution. Pizza lunch money/orders were returned to students.
- ii. April: 10 classroom teachers submitted receipts for classroom games. Total paid out \$1850.16 Staff appreciation: purchased \$10 gift certificates for staff (x27) and \$20 x 2 for The Station (devotional volunteers Marty & Sheridan)
- iii. July: Transferred \$3000 from saving to cheque in order to pay for yearbooks. \$4110.54

Balance as of August 31, 2020 - Chequing: \$2,739.31, Savings: \$1,169.85

**Motion:** to remove past member (Angela Seeley) from signing authority – Andrea 2<sup>nd</sup>: Courtney. **Carried.**

### 4. Coordinators –

- a. **Lice Check:** on hold for 2020-2021
- b. **Lunches:** can still happen, needs to be prepared in a commercial kitchen, packaged for each child, distributed to class by individual with Food Handlers Certificate.
  - i. Subway hot lunch seems reasonable, discussion regarding date, will check with Annie if she is willing to coordinate for EWPS this year
    1. Possible date – Oct 30, but conflicts with Parkside.
  - ii. Courtney Friesen, Annie Doerksen, Mme Nerbas have their certificates.
  - iii. Will not set up Munchalunch this year – unsure as to the number of lunch dates

### 5. Outstanding Business:

- a. **Classroom purchases** – all but 2 classes submitted receipts, total of \$1850
- b. **Balanced school day** – going well, the 2 longer breaks makes staggering exit/entry for recess simpler, teachers are noticing that there is more energy left at the end of the day.
- c. **WPSAC constitution** – On hold

### 6. New Business:

- a. **Where do we go from here, best way to meet** – continue online, communicate to all families,
- b. **How to best invite new parents to WPPAC** – notify via e-mail, or use a form with several questions, need to continue inviting new parents so PAC continues to have members for future years.

7. **Next meeting:** via TEAMS, November 5, 2020; 12:00 noon

8. **Adjournment:** 1:16pm