

**St. Andrews Parent Advisory Council
Meeting Minutes
March 18, 2024**

Attendance: Paula Sowany (Principal), Dana S, Crystal N, Amy H, Nicole M, Jessica R, Jessica B, Sherry K, Corrie H, Shawn M

1. **Call to Order** at 7:00 p.m.
2. **Approval of February 2024 meeting minutes** – approved by Crystal, seconded by Sherry
3. **Call for New Business:** none
4. **Principal's Report** – delivered by Paula Sowany
 - a. March school assembly was held to wrap up “I love to read” month; we had our grade 4 Orff group open the assembly and closed with the girls’ drumming group from Ruth Hooker School. The Star Dome, which was here on Feb 28 and 29, was a great experience for our students.
 - b. Divisional closure days on February 27 and March 4 due to weather and road conditions. Grades 2 and 3 were to watch an MTYP play at William S Patterson School on March 4. This trip is rescheduled for a date in May.
 - c. Pink Shirt Day was observed at school on Wednesday, Feb 28.
 - d. March’s newsletter was sent via email and is posted on the school website.
 - e. Gr 4 Orff group participated at the “Celebration of the Arts” festival at Happy Thought School on March 6 and represented the school well.
 - f. March 11 – report cards went home electronically. No issues reported.
 - g. Grade 5 and 6 basketball tournament was held at St. Andrews on March 12. Robert Smith, Mapleton, Ecole Bonaventure and Daerwood schools attended. Thank you to Mr. Penner and Ms. Loepky for organizing and running this event! Thank you to PAC volunteers for helping to run the canteen for the PE dept!
 - h. March 14, 15– student learning conferences – in person. Teachers report things went smoothly. Conferences were well attended.
 - i. School book fair was March 11-15. Thank you to PAC and the volunteers who helped Mrs. Cassidy!
 - j. Staffing news: We have had an EA practicum student at our school this month, Ms. Hayden. She will be with us until spring break. Some staff members will be going on leave next school year; Mrs. Neves will be on leave for the first half of the school year, Mrs. Kleinsasser will be on leave for the whole school year. We will be hiring a term grade 6 teacher for the whole school year. There will be some postings for open positions at our school after spring break.
 - k. Staffing across the school division for the fall is currently underway. We will have more changes and information to share regarding staffing for next year for our school in the coming months.

- I. April school newsletter will be sent to families via email just before students return from spring break
5. **Vice Principal's Report** – delivered by Paula Sowany on behalf of Kasha Korchinski
- a. Bowling for all grades on Monday, March 18th or Tuesday, March 19th
 - b. Spirit Week March 18th-22nd
 - i. Monday: Jersey Day/ Bowling
 - ii. Tuesday: Twinning Tuesday/ Bowling
 - iii. Wednesday: Wacky Wednesday/ Dragon's Den Canteen will be open during lunch (students can purchase up to 2 items for \$1 each)
 - iv. Thursday: Beach Day with Grade Group Beach Parties
 - v. Friday: PJ& Stuffie Day/ Gym Blast
 - c. Parent Information Night: Online Safety at St. Andrews School on Wednesday, March 20th at 5:00 pm
 - d. Purdy's Fundraiser pickup on Thursday, March 21st
 - e. Grade 6 classroom presentations from Lockport School on Thursday, March 21st
 - f. Spring Break: March 25th-29th
 - g. School Re-Opens on Monday April 1st
 - h. April is Wellness Month
 - i. Open House for Grade 6 families at Lockport School (in the gymnasium) on Tuesday, April 2nd from 7:00-8:00 p.m.
 - j. Grade 4 Field Trip to Winnipeg Symphony Orchestra on Wednesday, April 3rd
 - k. Day of Pink: Wednesday, April 10th
 - l. Hot Lunch Thursday, April 11th
 - m. Mom's Pantry Fundraiser April 8th-19th
 - n. Swimming starts in April for Grades 4 and 5
6. **Hot Lunches** – update provided by Sherry
- a. Domino's delivery worked well, second order was a bit later than requested, however still got all food out on time.
 - b. Next lunch this Wednesday – chicken strips and fries from Harry's.
 - c. April 11 hot lunch deadline is earlier than usual due to Spring Break: Friday, March 22.
 - d. Sherry has created a calendar that is updated with hot lunch deadlines until the end of June, as well as tasks that need to be done in the days leading up to each hot lunch. This will allow us to repeat the timelines in future years.
 - e. Looking for an additional person to assist with coordinating hot lunch for next year; Paula J. is willing to take it on however, the job is too big for one person.
7. **Fundraising:**
- a. Purdy's Chocolatier – update by Bailee
 - i. This Wednesday at the school we will be sorting the chocolates from 6pm-8pm
 - ii. We have a good number of volunteers to sort the orders.
 - iii. Thursday evening will be pickup, it looks like we have enough volunteers.
 - b. Teacher Gifts (\$100 each) – update by Crystal

- i. As of March 18, there are 9 cheques cashed total; still 18 cheques not cashed.
 - ii. Teachers who have not yet submitted their receipts to receive re-imbusement, will have a (flexible) deadline of April 1.
 - c. Digi-Blocks – Update by Corrie
 - i. Needed some clarification of whether or not the receipt needed to be made out to PAC, now clarified.
 - ii. 5 green sets to be ordered shortly by Corrie.
 - d. Square digital payments – update by Dana
 - i. ~\$70 for machine – has been offered to be donated by a parent.
 - ii. Less of a fee for debit (0.75%+7cents) than credit (2.65%).
 - iii. May be an additional fee for transference to your account – Dana will look further into this.
 - iv. We can use the app – easy to use.
 - v. Discussion around whether PAC will cover the cost, or if we will need to increase our costs to cover our fees.
 - vi. Motion to purchase square and use at PAC functions – motioned by Jessica B, seconded by Sherry K, all in favor.
- 8. **Book Fair** – update by Crystal and Sherry
 - a. Thanks to PAC for all of your help in a very successful book fair – in excess of \$6,700 – allows for \$670 in new books plus profits
 - b. For next year children volunteers should be supervised by parents when handling money and not at the busy times, other jobs can be given
 - c. For the busy times, it is helpful to have someone “walk the line” and tally totals while they wait to pay, separate cash and card payments
- 9. **Financial Report** – update by Crystal
 - a. Month of February, 4 deposits:
 - i. Munch A Lunch
 - ii. Two hot lunches on February 8
 - iii. Dominos pizza
 - iv. Life’s a Little Sweeter (Perogies) on February 22

Current Account Balance: \$27,244.68 (as of February 29, 2023)

Deposits: Total – \$1,243.77

- a. Feb. 5: \$285.63 – Munch A Lunch 1
- b. Feb. 12: \$405.47 – Munch A Lunch 2
- c. Feb 19: \$168.36 – Munch A Lunch 3
- d. Feb 24: \$384.31 – Munch A Lunch 4

Debits (withdrawals): Total – \$2,922.36

- a. Feb. 1: \$1,347.36 – Cheque 87 – Pita Pit – Hot Lunch Pitas – Jan. 31/24 (make-up dates for cancelled lunch due to snow day on Jan. 11/24)
- b. Feb. 24: \$1,267.00 – Cheque 93 – Life A Little Sweeter – Hot Lunch Perogies – Feb. 22/24
- c. Feb. 27: \$8.00 – Cheque 90 – Julie McPherson – Lunch Order cancelled (Jackson McPherson/Mrs. Dewar’s class) – Pita Pit Jan. 31/24
- d. Feb 29: \$100.00 – Cheque 79 – Teacher Gift
- e. Feb. 29: \$100.00 – Cheque 59 – Teacher Gift
- f. Feb. 29: \$100.00 – Cheque 57 – Teacher Gift

10. **New Business** – none

11. **Meeting Adjourned** at 8:02 p.m.

Next Meeting:

Monday April 15, 2024 @ 7:00PM

St. Andrews School Library