

Parent Council of River Heights Elementary School
Meeting Minutes
October 13, 2021

Attendance: Megan Loran, Tara Betts, Dayna Maloy, Wes King-Hunter, Laura Gale, Karla Tweten, Caitlin Gomke, Khirsta McDowall, Kim McDowall

Note: This meeting was live broadcast via Zoom.

1. Call to order/Welcome: The meeting was called to order at 7:18 pm by Megan Loran. Treaty 7 Acknowledgement read aloud.
2. Adopt Minutes: Tara Betts asked if there was anyone present who had read and was able to adopt the minutes from the Parent Council (PC) meeting on September 22, 2021. The minutes were adopted by Wes King-Hunter and seconded by Kim McDowall.
3. Reports from school and council:
 - a. School Administration Team - Wes King-Hunter and Laura Gale
 - i. Canadian Legacies - staff and students enjoyed our week honoring Canadian Legacies. Laura worked with all classes to develop their own land acknowledgements and will send a direct link for the same to Megan and Karla. She suggested that we select one from those created to read at the beginning of PC meetings going forward. It was a meaningful, powerful week with a lot of engagement and good takeaways. The week expanded on what had already been done in the past.
 - ii. Socktober - Brielle, the RH success coach, worked with her team across the division to come up with the "Socktober" initiative. Our school will participate with information to follow shortly. We will be accepting donations of **new** socks, mitts, gloves, toques and scarves. These items will be forwarded to a number of different organizations to help people in our city, i.e. Women's Shelter, the Mustard Seed, Ronald McDonald House, McMan Youth Shelters.
 - iii. Emergency Evacuation Rehearsals - staff/students have been working on evacuations to student assembly areas. Even including Covid protocols and an unannounced alarm, students have done exceptionally well with full evacuation in approximately one minute twenty seconds. Work on Lock Down, Hold & Secure and Shelter in Place will be forthcoming. Practice ensures students are aware of and comfortable with protocols so that they are not scared and do not dwell on emergency situations.
 - iv. Literacy/Numeracy - the province has stated that it will provide additional funding, for literacy/numeracy support, if there is a plan in place at the district level. The funds will be allotted, per school, based on needs/risk. RH has put in a proposal for additional teacher time (part-time), supporting grades 2 & 3 initially. In January, focus would be added to grade 1. Kristen Bowal has been doing a great job with assessments and getting things in place. To support homeroom teachers with interventions

and additional learning time, there will be two people in the classroom. RH has proposed all funding be directed to staffing instead of resources. It is the hope to have approval this week.

- v. Edsby Gradebook - Edsby is a tool that will fit well with RH's cross curricular format and can be used to collect evidence of learning, relate the information to assessments/outcomes and then focus the information to be shared with parents in meaningful ways at report card time. The program should essentially be one stop shopping. The rollout will start with teachers. Some elementary schools will begin work with the program on Monday and others in November. Edsby will possibly replace Google Classroom down the road, however, it is important to respect work done by teachers in other platforms at this moment.
- vi. Report Cards - will be emailed home on Friday, December 3rd. Student Led Conferences (likely virtual), will be held on Wednesday, December 8th and Thursday, December 9th.
- vii. Remembrance Day Assembly - Mrs. Reiniger and Mrs. Hunt are working to coordinate a virtual assembly for students on Tuesday, November 9th. Unfortunately, due to privacy issues, the assembly cannot be broadcast publicly.
- viii. Reminder - there will be no school for Students on November 10-12.
- ix. Scholastic Book Fair - an online book fair (link to be shared) will be offered to friends and family of RH on December 6-10. Mrs. Richardson will host an in-person book fair for students and staff on December 7-9. Kids will be given the opportunity to walk through the book fair and can either purchase on site or browse and then order online. Mrs. Richardson can accept cash, debit and credit, but is unable to accept cheques. A percentage of sales is donated by Scholastic to RH.
- b. Co-Chairs - Karla Tweten and Megan Loran
 - i. Thanks to Wes for the new shingles on the shed!
- c. Treasurer - Caitlin Gomke (Megan reporting for Caitlin)
 - i. Review of finances conducted.

4. Report from committees and council representatives:.

a. Hot Lunch - Khrista McDowall

There was a lot of really good feedback on the Chopped Leaf hot lunch. Laura reported Chopped Leaf was very organized. Each bag had a class list and each item was individually labelled. Fat Burger recently donated a free meal to all students. Khirsta indicated that we may add Fat Burger as a hot lunch option in the future. There have been requests for more vegetarian options, however, this is not always logistically or financially feasible. The healthier the lunch, the less the profit. Overall revenues for the year are already looking to be less than in the past and running the hot lunch program is quickly becoming a full time job. The Papa John's family pizza night fundraiser will be available for the first time

tomorrow and will hopefully run once a month. A reminder will be put out regarding the same.

- b. Fundraising - Megan Loran and Karla Tweten
 - i. REDI Bottle Drive - did reasonably well, \$830.72, given that it was raining.
 - ii. Big Box of Cards - to date we have only sold 144 boxes, well under last year. The fundraiser will close tomorrow. Bailey has sent out a reminder, Laura will post to the school FB tonight and Megan has posted to PC FB. Past inventories will likely be sold off, at a discount, at a future date.
 - iii. Purdy's/Growing Smiles Fundraisers - Megan will be meeting with Purdy's tomorrow. More information to follow, but we hope to run this fundraiser November 8 - December 12. The Purdy's fundraiser may run in tandem with Growing Smiles, with deliveries in time for Christmas. Growing Smiles has now opened up their website, with similar product to last year. We will wait until after the Kernel's fundraiser before distributing information.
 - iv. Kernels Fundraiser - will begin next week after Big Box of Cards closes. The popcorn will be offered at a rate of \$2.50 per bag plus fees imposed by School Cash Online.
 - v. Save On - this is an ongoing fundraiser. Receipts can be submitted to the school office one receipt at a time or monthly. Receipts will only be accepted for dates corresponding to the current school year..
 - vi. Cash Donations - as an alternative to product fundraisers, the option of cash donations was discussed. For those wanting a tax receipt (only applicable to donations \$25 and above), directed donations can be made to RH through the MHPSD. Cash/cheque donations can also be made to RHSCA, however, tax receipts will not be issued. The idea of a cash donation option on School Cash Online was discussed. The downfall of this option is the fee charged on all purchases. It was also discussed that cash works better when there is a project on the go, i.e Gift Hero purchases go directly to classrooms.
 - vii. School Merchandise - Laura Gale
Laura asked PC when it might work to open the RH Store for school logo merchandise or if we should let it go this year. It was agreed the RH Store would open at the beginning of November for approximately two weeks. .
- c. Lost & Found - Kim McDowall
 - i. Wes indicated the number of items is starting to increase. However, Laura reported there are not yet enough items to set up. Down the road, the students will be offered the opportunity to view items.
- d. District Council of Councils - Karla Tweten and Megan Loran
Karla will attend the meeting tomorrow night and will report on the same at the next PC meeting.

5. New Business - Karla Tweten and Megan Loran
 - a. School Cash Online - PC would like to consider another provider, Munch-a-Lunch, to facilitate hot lunch and fundraiser purchases. Currently, School Cash Online charges a 5% surcharge, with 2.5% covered by the school division and 2.5% covered by the user. Munch-a-Lunch, however, charges a yearly fee of less than \$300, a significant savings. It also provides automatic reminders and refunds. Wes has previously reached out to the division finance department regarding the possibility of a change, but will follow up.
 - b. Next meetings:
 - Wednesday, November 17 at 7:00 pm via Zoom
 - Wednesday, December 8 at 7:00 pm via Zoom

6. Meeting Adjournment: Laura Gale made a motion to adjourn the meeting. The meeting was adjourned at 8:34 pm by Megan Loran.