

PAG (Parents' Advisory Group)

École Robert H. Smith School

Meeting Minutes

Date: November 17, 2020, 7:00 PM

Location: Virtual Zoom Call

PAG Executive Committee Present

Melanie Dorrington - Chair

Whitney Smith - Treasurer

Ainsley Price - Secretary

School Administration

Principal - Andrea Powell

Vice-Principal - Warren Nickerson

PAG Board of Directors Present

Sara Epp (Communications)

Tanis Knowles Yarnell (Environment Chair)

Jennifer Upton (Environment)

Gail Johnston (Environment)

Debbie Armstrong (Fundraising)

Maryann Ferris (Fundraising)

Randi Keefe (Fun Lunch Chair)

Kelly Boulay (Fun Lunch)

Sarah Graham Leon (Family Dance)

Kate Ament (Family Dance)

Saul Hillel Benjamin (South District Advisory)

Cynthia Mitchell (French Advisory)

Other Valued People Present

Pauline Ripat

Mê-Linh Lê

Marina De luna

Kartherine Starzyk

Greg Chernish

Renee Peek

Minutes

Agenda / Speaker	Discussion	Notes / Responsible for Action/Timeline
Introduction <i>Melanie Dorrington</i>	Introduction to the meeting, review of meeting cadence & introduction of meeting attendees	
Chair Report <i>Melanie Dorrington</i>	<p>Reviewed voting process of using 'unanimous consent' & eligible voters (PAG Board of Directors)</p> <ol style="list-style-type: none"> Motion to approve September 29th Meeting Minutes New Director Grade 6 Farewell Parent Chair – Gail Johnston <ul style="list-style-type: none"> Review of events cancelled / postponed due to Covid-19 Review status of South District Advisory & French Advisory organized meetings <ul style="list-style-type: none"> None have occurred since February 2020, no dates set for next meeting Division has been contacted Review of meeting agenda Review of dates for next PAG meetings Next PAG meeting scheduled for Tuesday, January 19th. Future dates – Tuesday March 16th, Tuesday May 18th (Note subject to change) 	<p>Motion – Melanie Dorrington Seconded – Saul Hillel Benjamin No Objections</p> <p>Motion – Melanie Dorrington Seconded – Ainsley Price No Objections</p>

<p>Treasurer's Report <i>Whitney Smith</i></p>	<p>Review of 2019 / 2020 Financial Statements</p> <ul style="list-style-type: none"> - Balance Sheet <ul style="list-style-type: none"> o Limited activity to date o Some money moved to savings for interest - Income Statement <ul style="list-style-type: none"> o Limited activity to date - Review of preliminary budget template, categories and objectives <ul style="list-style-type: none"> o Whitney will contact committees for estimate budgets - Discussion around approval of \$1,000 spend for sound amplification systems (<i>noted money from wine raffle will be used towards purchase for this equipment</i>) 	<p><i>Report Provided</i></p> <ul style="list-style-type: none"> - <i>Income Statement</i> - <i>Balance Sheet</i> - <i>Budget Template</i>
<p>Principal's Report <i>Mme. Powell & M. Nickerson</i></p>	<p>Review of Principal's Report</p> <ul style="list-style-type: none"> - Updates/Initiatives <ul style="list-style-type: none"> o School settling into new spaces & Covid-19 practices o Strong focus on Covid-19 related protocols and procedures continues <ul style="list-style-type: none"> ▪ Children continue to adapt well ▪ Teachers challenged to be innovative o Tri-conferences (virtual) o Report Cards December 2nd (emailed) o 3 Non-instructional days added o Weekly communication with Families o Lower cost sound systems purchased for all classrooms o Red Level Status – Review of changes that would occur o Virtual Remembrance Day ceremony a success - Planning Ahead <ul style="list-style-type: none"> o Prioritize online platform training / technology o Heavy focus on operations o Reviewing idea of a virtual concert - Discussion around French Language Teacher capacity and substitute limitations - Feedback appreciated on new system used to book virtual Tri-conferences 	<p><i>Report Provided</i></p> <ul style="list-style-type: none"> - <i>Principal's Report</i>
<p>Fundraising - <i>Debbie Armstrong</i></p>	<p>Review of Report inclusive of key fundraising initiatives for 2020/2021 school year:</p> <ul style="list-style-type: none"> - Wine Raffle – November / December <ul style="list-style-type: none"> o Initiative is progressing well o 54 bottles received (target 60) o ~\$2,000 in ticket sales - Mabel's Labels (ongoing) <ul style="list-style-type: none"> o Slow uptake – will plan to do more promotion - Sunset Gourmet <ul style="list-style-type: none"> o Selling January 	<p><i>Report Provided</i></p>

	<ul style="list-style-type: none"> - Positive feedback from meeting attendees - Target system set up and communication to parents to have in place for Thursday November 26th 	
Fun Lunch - <i>Randi Keefe</i>	<p>Review of options explored for Pay it Forward funds from 2019/2020 school year</p> <ul style="list-style-type: none"> - 2 organizations to be considered <ul style="list-style-type: none"> o Ma Mawi Wi Chi Itata Centre o Child Nutrition Program of Manitoba - Positive response from PAG meeting attendees for both recommended organizations - Target placing funds prior to Christmas earliest 2021 (Direction from School Division) 	
Covid-19 Concerns – <i>Open Discussion</i>	<p>Open discussion around concerns related to the impacts of Orange status on RHS school</p> <ul style="list-style-type: none"> - Review of Petition Letter re Teacher Conditions <ul style="list-style-type: none"> o Discussion around PAG sharing letter initiative with Parents - Discussion around process for Children to go home for lunch - Discussion around accessible equipment per class during recesses and lunch breaks - Discussion around concerns of grade 4/5 split classes in gym - Discussion around availability of remote learning option - Discussion around ability to hire additional teachers 	<p><i>Note: unanimous agreement to extend meeting beyond 9pm to continue Covid-19 Concerns discussion</i></p> <p><i>Note – M. Nickerson to review equipment status</i></p>
<i>Meeting Adjourned at 9:32 pm</i>		