

Parent Council of River Heights Elementary School
Meeting Minutes
September 2, 2020

Attendance: Taneill Selinger, Karla Tweten, Wes King-Hunter, Laura Gale, Tara Betts (Remotely), Kathleen Longpre, Melissa McMillan, Alisha Henderson, Cheryl Hunter, Kim McDowall, Laura Undershute, Juanita Whalen

Note: The meeting was also live streamed on the Parent Council of River Heights (PCRHEs) Facebook page.

1. Call to order: The meeting was called to order at 7:42 pm by Taneill Selinger.
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 meeting on May 20, 2020. The minutes were adopted by Wes and seconded by Laura G.
3. Reports from school and council:
 - a. School Administration Team - Wes King-Hunter and Laura Gale
 - i. Wes welcomed everyone back, students, staff and families, and expressed appreciation for the patience shown by all as the school prepared to welcome back students! It has been a crazy start up in the sense that so much is happening so quickly. The kids have been fantastic, showing their enthusiasm returning to school and getting involved in the classrooms. Wes indicated that his confidence in starting the year comes from the relationships that have been formed with families, staff and students, adding that has been a huge asset. There are a lot of things going on logistically to keep current, adjust to changes and we must remain flexible. Staff and students are doing what they need to be successful in class. Planning has been so much work, but it has been worth it to be back in the school. The focus of these first weeks are relationships and routines. Purposefully, there are no arrows in the hallways for traffic flow and signage has been limited with the exception of the washrooms. We are trying to keep everything normalized while establishing routine and encouraging students to take ownership and responsibility for making good choices. The atmosphere should feel comfortable, students shouldn't feel like it is a police state or that they will be in trouble if they happen to forget a protocol. We want to keep things simple and stay true to our River Heights ideals. From observations this week, kids are getting it. It feels like a missing piece without parents/volunteers. However, to maintain safety and minimize risk for everyone, it is not possible at this time without an appointment. The school doors will be locked throughout the day to help maintain control and make it easier to trace and contain should something happen. Overall, we are doing our best to maintain our River Heights environment and appreciate the flexibility of families.

- ii. Chromebooks - a shipment of chromebooks came in late yesterday afternoon. They need to be enrolled and then distributed. The initial correspondence from the school district was for Chromebooks to move from school to home and vice versa. The teachers have asked if it would be possible to leave the devices at the school, at least until passwords could be reset and routines established. Wes asked those present for feedback regarding the same and the floor was opened for discussion. It was agreed the devices could remain at school for a few days to help establish routine and then next week parents can choose to have them sent home or remain at the school. It was also noted that Google Classroom can be accessed from anywhere, i.e. another device at home. An additional shipment of Chromebooks also arrived at the school district this week.
 - iii. Question from the Facebook feed - With limits in place keeping less visitors to the school, in what other ways can parents help the school/teachers? This will evolve as the school year progresses. There are creative ideas flowing in with respect to how to get parents involved going forward. It is a unique situation and an opportunity to get creative. Please direct any suggestions to Wes, Laura or the Parent Council Executive.
- b. Report from Co-Chairs - Taneill Selinger and Karla Tweten
- i. Meeting format - we are hoping to continue live streaming our Parent Council meetings going forward. This will help to maintain connection with our HUB families (just under 20 students) and those parents who are unable to attend in person.
 - ii. Winter Village/Family activities - we have had to reassess our large events. We will maintain our Winter Village tradition, but it will look quite different, with some fun and creative ideas!
 - iii. Fundraising - discussed below in the report from committees.
- c. Report from Treasurer - Taneill Selinger for Megan Loran - See Attached Financial Report
- i. Parent Council (PCRHEs) is an advisory council. The River Heights School and Community Association (RHSCA), as per AGLC and for insurance purposes, looks after fundraising and related financials. These matters will be further discussed at the RHSCA to follow this meeting.
 - ii. Review of 2019/20 financials. Given the complications of Covid-19 and the early shut down of the school, we still managed to generate a surplus of \$191.22. Review of budget comparison for 2017/18, 2018/19 and 2019/20 school years. There are a number of blanks on the 2020/21 column as the budget will be adjusted for events/expenditures that have been hampered by the pandemic. The expenditures will also reflect the \$30 classroom stipend to teachers, approximately \$8370, to cover non-consumables i.e. books, extra classroom supplies, baskets, bins, etc.

At this point, we are looking to have fundraising revenues cover a total of approximately \$11,728.32 in expenditures or \$47.82/student.

4. Report from committees and council representatives (see attached):

a. Hot Lunch - Karla Tweten

The hot lunch program has been temporarily postponed. To comply with the new guidelines, hot lunch must be commercially prepared and delivered. Further complicating the program is that volunteers are not permitted in the school at this time. This is our highest participation fundraising event and will be reconsidered as soon as the regulations change. Hot lunch has created a wonderful community of volunteers. It is the hope that these parents may be able to help out with the organization/execution of other fundraising activities.

b. Staff Appreciation - David Chow/Tara Betts

Although we were not able to honour our River Heights staff with a full week of appreciation this year, tropical themed gifts were delivered to staff shortly after in-school classes shut down. Laura G added that the gifts were well time and very appreciated. Hopefully we will be able to do more this year. Dave is on board for organizing again. He had already made some purchases and received gift cards donated by parents. These will carry forward to this years' staff appreciation.

c. Fundraising - Taneill Selinger

- i. Bottle Drive - REDI will be dropping off a truck for our bottle drive on Saturday, September 12th from 10 am - 3 pm. We ask that you please do not go door to door to collect bottles. The truck will be set up on the tarmac behind the gym. A full truck reportedly yields about \$5000. Additionally, we will have Big Box of Cards available for sale at \$33/box of 33 cards, cash only. There are approximately 50 boxes remaining with a few damaged boxes that will be sold at a discount. The bottle drive information, along with photos of the Big Box cards, will be shared on social media.
- ii. Growing Smiles - these are live plants and arrangements including poinsettias, table top baskets/boxes, front door planters, etc, with a wide variety of price points. The fundraiser will run through most of November with off site pick up before Christmas and payment through School Cash Online.
- iii. Kernels Popcorn - we are looking to hold this fundraiser in the Spring.
- iv. Brewmaster - there are several fundraiser offerings including bacon (comes in fresh), 6 oz gluten free burger patties, boneless skinless chicken breasts and breaded chicken fingers, that we will be looking at in the next month or so. These campaigns can be run multiple times and offer fast delivery.
- v. Cheque Writing Campaign - for those families that do not want to participate directly in any of our fundraising events, but would still like to

help out, please consider writing a cheque to the RHSCA. The cheque could go to school with your child in an envelope marked PC Cheque Writing for delivery to the school office. The suggested amount would be \$47.82, as per fundraising requirements above, although we are most grateful for any contribution.

- vi. Save on Foods - the company has set up an account and is offering the school 5% cash back on purchase made by our school community. Keep receipts, staple once a month and send them to school with your child in an envelope marked PC Save on Foods for delivery to the school office. The receipts will be compiled and delivered to the store by the Parent Council.
- vii. Mabels Labels - to access our account for personalized labels, visit www.mabelslabels.ca, click on Support a Fundraiser and enter River Heights Elementary School (Medicine Hat).
- viii. QSP - we encourage every family to participate in our online QSP renewal program. All funds raised will support our school. Shop at www.qsp.ca. This year we have opted out of the magazine fundraising campaign, but if you were to reorder, place a new order or shop, the profits will still come to the school. OUR GROUP ONLINE ID ISL 36966036

d. Lost and Found - Kim McDowall

There are ten (10) bags of lost and found items remaining from the 2019-2020 school year. With the new Covid-19 protocols, it will be difficult to set up for display. After discussion, it was agreed the items could be available for display during the bottle drive on September 12th, weather contingent and ensuring social distancing, traffic flow, etc. Remaining high ticket items can be photographed and posted to social media. Any unclaimed items can then be donated or swapped with our Lost and Found partner school.

5. New Business - Taneill Selinger and Karla Tweten

- a. Welcome Packages for Kindergarten - these are usually handed out at the back to school BBQ. However, this year they will be going home in backpacks this week and include a bug catcher, pencil, eraser, bubbles and information about the Parent Council.
- b. Next meeting: the next meeting has been scheduled for Wednesday, October 7th, 2020 at 7:30 pm. Parent Council meets the first Wednesday of every month, with the exception of January (no meeting).

6. Meeting Adjournment: The meeting was adjourned at 8:30 pm by Taneill Selinger.