

PARENT COUNCIL OF RIVER HEIGHTS ELEMENTARY SCHOOL
MEETING MINUTES
JANUARY 22, 2025 @ 7:00 pm

Attendance: Tim Watrin, Wendy Weiss, Diane Cartier, Dayna Maloy, Jessica Schutte, Amanda Hobson, Nicole Sehn, Karla Tweten, Tara Betts, Rick Massini, Heather O'Reilly, Victoria Philbert, Alecia Davis, Carlene Keetley, Kaitlin Skuban

1. Call to Order: The meeting was called to order at 7:00 pm by Karla Tweten.
2. Treaty Land Acknowledgement - the land acknowledgement from Mrs. Thorne's pursuit was read allowed.
3. Teacher Presentation - Grade 5 - Carlene Keetley, Kaitlin Skuban, Alicia Davis, Victoria Philbert
One of the highlights of the grade five year is "Mission Impossible". Students are transformed into spies! They are given missions with clues to decipher and solve and must find creative ways to get information and move throughout the school. In place of walking down the hallways in a normal fashion, students must sneak, skulk, etc. If someone makes direct eye contact, they cannot move! All activities are connected to learning objectives, with a heavy focus on the social studies and science curriculum. Literacy and numeracy support each objective and teaches foundational strategies. Students can't leave team mates behind or they fail the mission.
4. Approval of Minutes - Nicole made a motion to adopt the Parent Council (PC) minutes from the meeting held on November 20, 2024. The motion was seconded by Jessica. Minutes adopted as distributed. Quorum verified.
5. Reports from school and council:
 - a. School Administration Team - Wendy Weiss and Diane Cartier
 - i. Hot Lunch Adjustment - Most students will be attending the Wizard of Oz at MHHS on January 31st. Only Kindergarten and Grade 3 students will be staying back. Departure time will be 12:00 pm, so we will need to move hot lunch up to 11:30 am for that day.
 - ii. 2025-2026 Draft Calendar - The link for the two draft calendars was attached to the email included with the agendas for this meeting. Please provide any feedback as soon as possible. Wendy will be compiling responses at the end of January to forward to the school division.
 - iii. In-House Fundraising - Mrs. Bowal will be working with student leadership on a couple of fundraisers. They will be offering Candy Grams around Valentines Day and will also be looking at a smoothie day.
 - iv. FNMI Team - The focus this month will be tolerance. Students that showcase this trait will be given a leaf on a tree. Last month focussed on sharing.

- v. Hockey/Ringette Academy - Coach Ken Dzikowski, program lead for the hockey and ringette academies, will be sharing at the assembly next Monday.
 - vi. Teachers Convention - Mrs. Warmink, Wendy, Diane and Mrs. Thorne will be headed to San Diego during the teachers convention. They will be taking the opportunity to attend San Diego High Tech High School, a dedicated projected based learning school, to learn more about their process and to report back.
 - b. Co-Chairs - Karla Tweten and Heather O'Reilly
 - i. Division Council of Council Meeting - The last meeting was held virtually in December. It primarily addressed policy revisions and school calendars. The next meeting, virtual, is scheduled for March. See the link below for past and current agenda and/or meeting minutes:
<https://www.mhpsd.ca/division-council-of-school-councils>
 - ii. The Alberta School Councils' Association (ASCA) conference will be entirely virtual this year on April 26th and is a great opportunity for anyone who is able to attend. You can register for the same by visiting their website at <https://www.albertaschoolcouncils.ca/about/annual-conference>. In the past, the school division has offered reimbursement to a specified number of attendees. The RHSCA will supplement.
6. Report from committees and council representatives:
- a. RHSCA
 - i. Fundraising - Karla Tweten and Heather O'Reilly
 - 1. Mixing Spoon - Unfortunately, this fundraiser was a bit of a flop, likely due to the pricing.
 - 2. Annegrets Chocolates - We are exploring a fundraiser for chocolates, with the intention of delivery in time for Easter.
 - 3. 50/50 - It was suggested that another 50/50 draw may be successful and will be considered as a possibility going forward.
 - ii. Hot Lunch - Nicole Sehn
 - 1. Upcoming Dates
 - a. January 23 - Pizza 73 - The ownership has changed. Nicole will look into the same as this could have an impact on things moving forward. If the other location is under different ownership, that may be worth exploring if the current arrangement cannot be sustained.
 - b. January 31 - Taco in a Bag - This is an in-house hot lunch. Currently, we only have two volunteers. We will need additional volunteers to make this work and will advertise for the same. It was confirmed the kitchen is available to the team this day. Wendy and Diane have also offered to help.

- c. February 7 - Sobey's
 - d. February 14 - Pizza 73
2. Parking Lot Discussion - The hot lunch program is in need of help. Nicole has recently accepted a full time job and Jamie is also busy with work. We are looking for another Administrator to help manage the back end of the Munch-a-Lunch program and well as additional volunteers to help support the weekly hot lunches. If we are not able secure more assistance, we might have to scale back hot lunch program. On-site distribution of hot lunches has also been a concern, i.e. consistency, location and timing. Discussion followed.

Anyone interested in helping to support the Administration of the Munch-a-Lunch program, please reach out to Nicole at RH.hotlunch@gmail.com. Wendy has also asked that Danielle and Diane be added to Munch-a-Lunch to view reports.

To account for short notice call ins, approximately 3-4 volunteers are required to distribute hot lunch on a weekly basis. It was also suggested that the 1.5 hour time commitment for hot lunch could be split into two shifts if volunteers are not able to stay the whole time. Wendy and Diane also offered there assistance where needed. In a pinch, students could also be employed to support distribution. The volunteer sign up form can be accessed through the Parent Council website, <https://www.rhparentcouncil.com> or through the River Heights School Parent Council Facebook page. It was also recommended that teachers send a blast for help through Edsby. Karla will write up the same and forward to Wendy.

With regard to distribution of hot lunch, it was agreed tables would be set up in front of the display case in the front entryway. One table will be positioned directly in front of the display case to house boxes of food items. This will ensure, with the exception of cooler bags, that food is not sitting on the floor and food items cannot be accessed by students before distribution. Wendy added that the fridge will still be available for hot lunch that require cold storage. We will revisit and review at the next meeting to see if any changes are required.

- b. Winter Village - Follow Up - Tara

There has been a lot of positive feedback about Winter Village. The addition of the Grade 6 market was fabulous, but congestion was a significant concern. We will look at a different arrangement for next year to alleviate the bottle neck.

Jessica also suggested we may want to look at the placement and visibility of sandwich board placement for next year. We can address these concerns during planning in the fall.

7. New Business

- a. Rick Massini took the time to commend and congratulate those present for such a good showing at the meeting and for having such an active and engage council!
- b. Next Meeting - In-Person Meeting (Staff Room):
 - i. Wednesday, February 26, 2025 @ 7:00 pm

8. Meeting Adjournment - The meeting was adjourned at 7:56 pm.