



GREEN ACRES PARENT COUNCIL & LUNCH PROGRAM MEETING

Tuesday October 7, 2025 – 6:00 pm, **in person** - schools front foyer (online available)

In Attendance: Shayna Dubnick, Nicole Sattler, Kristina Vander Meer, Lawana Spratt, Mrs. Warwaruk, Mrs. Dorn

GAPC AGENDA

1. Call meeting to Order- 6:10pm
2. Present October 7, 2025, agenda, any additions/corrections – Motion to approve by Kristina and Brandi.
3. Present September 9, 2025, Minutes, any additions/corrections – Motion to approve Brandi and Kristina.
4. **Principal's Report** – Mrs. Warwaruk

Demographics:

❖ **School configuration 233**

Students – (OUTS – 12, INS – 14)

- 1 Kinder class
- 3 – 1/2 classes
- 3 – 3/4 classes
- 3 – 5/6 classes
- 3- 7/8 classes

❖ **Activities:**

- October 7th – Grade 6 & 8 Immunizations
- October 8th – Grade 7 & 8 Golf Jamboree
- October 13th – Thanksgiving Day, NO SCHOOL
- October 16th – Gr. 3/4s – Wizard of Oz in am
- October 17th – Picture Retakes in am
- October 22nd- Spaghetti and Meatball Schoolwide lunch
- October 23rd – GA Family Halloween Dance 6-8 pm
- October 24th – PD Day K-12 – NO SCHOOL
- October 31st – Halloween Parade 1 pm

❖ **Discussions/Information:**

- Teacher Rep – Ms. Dorn – grade 3/4
- Next PAC meeting – November 4th (first Tuesday of every month)

Discussion:

- Discuss review fire drill at lunch – need to do

5. **Lunch Program Report** – Kristina & Nicole

- a. 104 students staying for lunch. Down 1 from last month as student will not be attending GA. We are still over our recommended ratio of 1:15, therefore will not be accepting any more students in the lunch program at this time.

- b. Field trips - please let lunch program staff know of any upcoming field trips that will impact the lunch hour. If non-lunch program students are being invited to stay at school over the lunch hour, school staff should plan accordingly to make sure supervision is covered for both inside and outside time for the non-lunch program students. Keeping in mind that the 2 1/2 classrooms and 2 3/4 classrooms being used as lunchrooms are at capacity and will not be able to accommodate any non-lunch program students.
- c. Insurance update: BSD insurance has confirmed that students are insured under parent run lunch programs through the Divisions policy. However, if students got sick and there was a lawsuit, the parents would not have coverage through the Division's insurance. The recommendation is for parent councils to obtain liability insurance. GAPC is looking into this.
- d. All hot lunch vendors have been booked for the school year. First hot lunch day is this Friday with Pizza Pizza. Next is Thursday, October 23rd with A&W.
- e. Shifting our hot lunch process to receiving orders by email and e-transfer has gone better than expected. 85% of the student base in the lunch program have ordered Octobers hot lunches, which is more orders than average from previous years. We have had very positive feedback from parents also, therefore we will continue with the new hot lunch ordering system

***Any Questions or concerns will be addressed during the round table at the end of the meeting**

Discussion:

- Mrs. W will talk to the 3,4 teachers about supervising the kids after their field trip.
- Insurance question about bbq- would students be covered? Yes, they would be as long as nutrition guidelines are followed and ratios are followed among other rules according to Mrs. W. Additional insurance needed for bouncy castles or lotteries like 50/50.

6. Financial reports- Brandi

- a. **Lunch Program Financial Report to date** – Motion to approve Tia and Kristina

Green Acres Lunch Program		
Balance Sheet		
Assets:	As of September 1st	As of October 7th
Chequing	\$26,425.67	\$24,979.67
Total Assets:	\$26,425.67	\$24,979.67
Lunch staff wages	2600	September Wages
Bank Fees	8	E-transfers
Total Liabilities:	2608	
Hot lunch fees	1162	October 2x hot lunch
Total Income:	1162	

b. **Parent Council Financial Report to date** – Motion to approve Tia and Shayna

c. **Chqs to be signed for any items- Pizza Pizza to be signed this week.**

Green Acres Lunch Program Balance Sheet		
Assets:	June 30th, 2025	As of September 1st
Chequing	\$7,303.03	\$7,015.08
Playground	\$2,396.16	\$2,396.26
Shares	\$61.30	\$61.30
Total Assets:	\$9,760.49	\$9,472.64
Superstore	111.95	Bbq items
Tendercuts	240	
Sunrise Credit Union	1	E-transfer fee
Total Liabilities:	352.95	
Superstore	50	Gift Certificate
Nicole	15	BBQ
Total Income:	65	
A huge thank you to Kuipers for donating ALL of the buns to our BBQ!!!		
BBQ Review:		
\$1,495.00	Total proceeds	Proceeds will be deposited and show on the next months spreadsheet
-240	Tendercuts	
-111.95	Superstore items	
50	Gift card	
\$1,193.05	Total Profit	

7. Fundraiser Report and Planning – Lawana

BBQ

- Great turnout. Set up on East side of school.

Items had:

Hot Dog Wieners	Tendercuts	5 cases (Pc paid for 4, gave us 1)=440	All cooked. Mostly sold. some
Beef Wieners/Chicken Wieners	Coop (\$150 gift card)	1 package each	Only sold 2 chicken
Buns	Kuipers	36 dozen=432 – All donated	All used. 1 more dozen for sure to account for beef/chicken wieners
Drinks	Sobeys	25 dozen =300 wide variety	68 left over (including noname left from last spring)
Ice	Fun n’ Games	5 bags = \$2.50/bag	
Chips	Superstore (\$50 gift card)	5 boxes=210	Sold out
Condiments	Coop (gift card)	Ketchup. Had some left from last year	
Juice boxes, gloves, bags for tim bits	Coop (gift card)	14packs=112	

Tim Bits	Tim Hortons	500 – packaged 3/bag	Couple bags left – given to Yr/students that assisted.
Bottled Water	Giant Tiger	25 dozen=300 bottles	

50/50 – Take home is \$61.00. Has not been claimed. Carry over to 50/50 at Halloween Dance?

Did we end up having both bbq's going?

Halloween Dance

- Have Coop gift card (approx. \$50 left)
- Canteen items: Chocolate Bars – large or small (watch price if keeping tickets at 1.25 each)
 - Chips
 - Drinks – large or mini (we have approx. 70 left from bbq)
 - Glow Stick Necklaces
 - Tickets 4/\$5.
- 50/50 – need to get license – Brandi completed during meeting
- Mr. Carkener is lined up to DJ.
- Light – Uncertain about where it is. Lawana will check into this.
- Do we want the mascot there? Yes!
- 1 table to sell 50/50 tickets. Cash at canteen. Chairs/benches in hallway leading to the main washrooms. Washrooms in gym to be locked? Bleachers setup in gym for parents to sit on. Table in gym for Mr. Carkener. Spot for shoes/jackets?
- Costume contest – Judges: teachers? Yes!
Prizes – 3 tickets to canteen and glow stick? Do we want to do one large raffle basket? Brandi will go to Dollar store and put together a prize basket.

Domino's Dough Raiser day – December 17 available. Can then promote at Parent Teacher and Christmas Concert. Lawana will confirm this date.

Still inquiring about other fundraisers. Discussion about Mitchell's soup.

Discussion:

- a. We don't advertise different choices for hot dogs because we worried they will sell out.
- b. 50/50 will roll over to Halloween Dance - \$61
- c. Table the propane tank conversation until February so the tank is ready for YR to use. It's marked tank #2.
- d. Behaviour stuff came back to the school the next day. Next year we should add that parent must attend with child to bbq.
- e. Halloween dance will offer chips, chocolate, glow sticks and pop. No pizza at dance. Shayna and Lawana will check on product for the dance. DJ lined up (Mr. Carkener). Will have to track down strobe light for the dance- Lawana will ask Mr. Carkener. Mascot will be worn for the dance.
- f. Spots for shoes and jackets. Move bleachers to back wall and put mats to the left of the entrance of gym. Make sure they are away from the entrance.
- g. Teachers judges for costume. Prize will be a basket of dollar store items. Brandi will look at dollar store this week.
- h. Dough Raiser from Dominos- Dec 17th available. We could promote at Christmas concert and parent teacher interviews. Date is perfect! Flyers hand out at the Christmas concert and Mrs. W will announce.
- i. Potential Mitchell's soup fundraiser. 35% proceeds and 10 servings. Consider for January fundraiser.

8. New Business

- a. Keep practicing safety drills

9. Follow Up

- a. Looking for a Fundraiser Chair – Start Sept 2026 - join asap in order to shadow current Fundraiser Chair.
Should we make a flyer to send with kids about joining parent council? Could be advertised at Halloween Dance and other events?

- b. Insurance questions still. Wondering who has insurance within other lunch programs. Mrs. W will ask school division about workers comp coverage. Brandi will reach out to Mandy Harvey and will bring back information to the group to decide on insurance

10. Tabled

- a.

11. Round Table

12. Call Meeting to a close at 7:15pm

In camera session if required

Next Meeting – Nov 4, 2025 at 6pm