

Riverheights Parent Council Minutes

Date: Wednesday March 18th 2026

Time: 6:30pm

Location: School Library

Facilitator: Amy Teetaert

Call to Order: Meeting called to order by Amy Teetaert at 6:30pm.

Attendance:

Amy Teetaert, Clare Workman, Kelly Vinck, Ariel Kuzmicki, Michelle Miller, Lesley Allec, Ashley Haigh, Jamie Tompkins, Principal Blaine Aston

Regrets: Matteo Di Muro, Megan Murchison, Vice Principal Kristy Hutsal

Standing Agenda Items: The previous Parent Council meeting was held on February 18th, 2026. Meeting minutes were emailed on February 21st to everyone who provided their email at the previous 2025-2026 school year meetings and anyone who requested to be included in the email list.

Approval of Agenda: Agenda will stand as is. *Motion made by Kelly, seconded by Ashley. Carried.*

Treasurer's Report: Update provided by Kelly. The Parent Council has \$11,611 in the bank account with approximately \$6,912 as available funds. Bingo Night profited \$1,536, Bothwell Cheese / Archies Meat fundraiser profited \$871, Boston Pizza MunchaLunch profited \$427, and Montana's MunchaLunch is estimated \$500 (Montana's day is tomorrow and exact funds will be calculated afterwards).

Principal's Report:

- Current enrollment is 478 students.
- Basketball jamboree was held and the season is now over.
- Record Scholastic Book Fair sales this year, great attendance for parent teacher conferences.
- Teachers had a secret Spirit Week where the staff dressed up all week but didn't tell the students beforehand.
- Riverheights Grade 4s were chosen to participate in an assessment called the Trends in International Mathematics and Science Study (TIMSS) that compares students test results across provinces and various countries.
- Staffing is commencing for next year and 2026-2027 staff increase by one teacher equivalent; half time resource teacher and half time counsellor.
- Expecting low classroom numbers again next year.
- Students in Grade 3/4 and 5 participated in the Festival of the Arts with reciting poems and Mr. Cowell's class won the competition.
- Riverheights School has a Code of Conduct established.

New Business/Follow Up Discussions:

- Fundraiser Update / Dough Raiser Date Selection (Ariel Kuzmicki):
 - Bothwell Cheese / Archies Meat fundraiser: The orders are being delivered at 1pm Friday March 20th. Will be delivered and organized in the Pit. Ariel and Lesley to organize orders for pickup.

- Dough Raiser tentatively scheduled for April 22nd with a backup date of April 15th.
- MunchaLunch updates:
 - Montana's day scheduled for tomorrow. Lesley and Ashley to attend.
 - Dominos, Boston Pizza, Komfort Kitchen, Subway, Harvey's are all options.
 - Boston Pizza delivery was late but the lunches were well organized.
 - Tentative dates for upcoming MunchaLunches:
 - Dominos: Thursday April 9th with juice boxes and applesauce (two kinds) with cutoff date of Monday April 6th at 5pm (Date confirmed with Dominos)
 - Subway: Tuesday April 28th (and increase price of subs by \$0.50 and the add ons by \$0.50)
 - Boston Pizza: Thursday May 21st
 - Komfort Kitchen: Thursday June 11th with milk from Sobeyes with cutoff date Wednesday June 3rd (Date confirmed with Komfort Kitchen)
- Teacher requests update / release of additional funds: (Recap and updates below)
 - Dale for Youth Revolution has enough food to make four hampers and they have requested funds for buns, oranges, potatoes, and peanut butter. **PURCHASED (\$83.03).**
 - Mrs. Bournes – additional picture books for her classroom
 - Life Skills – spinning top and carousel; totals approximately \$570 plus shipping
 - January 21st update: **Gonge purchased for \$347.75**
 - Consensus to use funds from Livingstone fundraiser and any additional funds needed from Mom's Pantry
 - **Giant Top and sensory tools purchased for \$565.75 (plus remaining Livingstone funds)**
 - Mrs. Atkinson – maps, atlases, blocks, paint; approximately \$500
 - Maps and Atlases **PURCHASED (\$350.61)**
 - Mrs. Knetchel – compasses and binoculars, approximately \$500 **PURCHASED (\$416.57)**
 - Mrs. Ewasiuk – Nelson literacy books, **PURCHASED (\$477.01)**
 - Mrs. Watier – screen free math games
 - Total estimated at \$211 **PURCHASED (\$169.16)**
 - Consensus to use funds from existing MunchaLunch funds
 - Gym teachers: basket golf first priority, then gator balls
 - Will cost approximately \$900 for two sets of basket golf
 - Consensus to use funds from Bothwell Cheese / Archies Meat upcoming fundraiser
 - Consensus to use any additional funds remaining to go towards new library shelves to replace the interior shelves or other teachers ask that may come up. Tables also brought forward as a potential idea.
 - February 18th updated: Bingo Night profits will be put towards the Staff Appreciation lunch. **PURCHASED (\$1,736.92 – with \$241.92 paid by lunch program)**
- Pending Teacher Requests:
 - Mrs. Bournes – additional picture books for her classroom
 - Mrs. Atkinson – maps, atlases, base 10 blocks, paint; approximately \$500
 - February 18th update: will use funds from Moms Pantry fundraiser
- March 18th update: The Parent Council has \$1,153 in available funds to spend
 - Blaine to check with gym teachers on what has / still needs to be ordered for basket golf and gator balls.
- Spring family game night update:
 - Scheduled for Tuesday April 21st
 - Parent council to set up the tables and chairs

- Cap at 175 people, registration is set up in MunchaLunch
 - Will set up a waitlist in MunchaLunch if numbers get close to 175
 - Currently have 25 people signed up

Lunch Program Update (Ashley Haigh / Jamie Tompkins)

- Have 164 families, 254 students in program. Collected almost \$59,000 to date in fees with three families with funds outstanding. Have spent \$26,426 in fees including salaries. Have just over \$33,000 in the bank account and anticipate a surplus for the end of the year.
 - Discussion of what to spend surplus funds on: Picnic tables? Outdoor equipment for each classroom.
- Same amount of coordinators and supervisors as last month and operations are going smoothly. Supervision has been going well.
- Brandon School Division (BSD) meeting was held in the last month. There was a pretty good turnout at the BSD meeting from parents around Brandon, estimated 50 people outside of the building with many holding signs to advocate for the lunch program. Rana Wilkinson gave a summary of the issue and its importance. BSD will put a shortened video of Rana’s summary on their website and encouraged everyone to take the video and forward it to their local government.
- Intent to Register was given out to all families to get estimates for next year; the reply was that 187 students will register for the program for next year (expect more than 187 students for next year as some would not have replied to the Intent to Register).

Round Table / Questions / Recap of action items:

- Next meeting: Discuss fall fundraiser (Apple or Peak of the Market vegetable fundraiser) – have to decide this spring and let the company know.
- Next meeting: Discuss whether we want to do a treat day in the spring.
- Confirm MunchaLunch dates:
 - Subway – Clare
 - Boston Pizza – Ashley
- Blaine to check if they already have some basket golf equipment
- Blaine to look at pricing of tables
- Next year: Matteo will be stepping down from the Parent Council. Remaining members to inform the Parent Council next meeting of their intent for 2026-2027.

Next Meeting: Thursday April 16th at 6:30pm in the school library.

Adjournment: 7:37pm

Minutes prepared by Clare Workman, Riverheights Parent Council Secretary and reviewed by Amy Teetaert, Riverheights Parent Council President.