

Riverheights Parent Council Minutes

Date: Thursday November 19th 2025

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, Kelly Vinck, Clare Workman, Ashley Haigh, Ariel Kuzmicki, Stephanie Miller, Jamie Tompkins, Matteo Di Muro, Lesley Allec, Principal Blaine Aston

Regrets: Jessica Villers, Megan Murchison, Michelle Miller, Vice Principal Kristy Hutsal

Standing Agenda Items: The previous Parent Council meeting was held on October 15th, 2025. Meeting minutes were emailed on October 24th 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 to adopt the agenda with the addition of a recap from Amy of the Brandon School Division meeting by Ashley, seconded by Mateo. Carried.*

Treasurer's Report: Update provided by Kelly. The Parent Council has \$7,190 in the bank account with \$4,667 in available funds. Will profit approximately \$500 from tomorrow's pizza day lunch. Have paid for hockey nets and classroom books since last meeting for \$780.54.

Principal's Report:

- Current enrollment is 476 students.
- Mrs. Bourns is returning from maternity leave for Grade 3; Mrs. Pilsworth has been teaching the Grade 3 class.
- Mrs. Sandra Thompson is now the Brandon Teachers Association president, further updates on staffing to come.
- Volleyball jamboree for the Grade 7 and 8s coming up.
- 116 Royal Thinker activities handed in last month with prizes of board games, ear buds, pens, etc.
- Grade 7 and 8s went to No Stone Left Alone as part of Remembrance Day activities.
- Remembrance Day service held on November 10th.
- Grade 3-8s went to Neelin school's play School of Rock.
- Moo Mania attended by two Grade 5 classes.
- Grade 6s and one Grade 5 class went Geo Caching.
- CP Rail safety presentations for Grades 1-8s.
- Chess club Grade 5 and 6s on Tuesdays and Thursdays.
- Garfield Gini Newman was here last PD developing critical thinking activities.

New Business/Follow Up Discussions:

- MunchaLunch update:
 - Tomorrow's pizza day lunch has 71 pizzas ordered (up from approximately 61 from last day).

- Next day is Harvey's on Wednesday December 10th.
- Fundraiser update (Ariel Kuzmicki):
 - Livingstone fundraiser has closed, expecting approximately \$700 in profit.
 - Mom's Pantry closes tomorrow, so far have 53 orders totaling over \$5,300. Delivery tentatively scheduled sometime between December 8th to 12th.
- Teacher requests update / release of additional funds:
 - Consensus to use Livingstone and Mom's Pantry profits for Mrs. Atkinson maps/atlasses, Mrs. Knetchel's compasses, binoculars and Life Skills items (rocker equipment and other equipment).
 - Will confirm allocation once funds have been received.
 - Consensus to use pizza day profits for Mrs. Lenton's Sharpies (approximately \$90).
- 2026 MunchaLunch planning:
 - Boston Pizza – has 4 options, each for \$10. Each comes with a cookie and a juice. They asked that we drop to 3 options if we are expecting a large order. They do offer a GF option and they need one week's notice. Would price the meal at \$12 or \$13. Options are two topping 8" pizza, chicken fingers & fries, cheeseburger & fries, spaghetti & fries.
 - Do two more MunchaLunch sessions for this school year: Jan, Feb, Mar and Apr, May, June.
 - For Jan – March
 - Domino's pizza:
 - Juice boxes with applesauce.
 - January 15th, deadline to order by January 9th.
 - Amy to confirm date. (**CONFIRMED**)
 - Subway:
 - Thursday February 5th, deadline January 29th.
 - Clare to confirm date.
 - Boston Pizza:
 - Consensus to do 3 options: cheese pizza (for veg and GF option), chicken fingers & fries, cheeseburger & fries.
 - Thursday February 26th, deadline February 18th.
 - Ashley to confirm date.
 - Montana's:
 - March 19th, deadline March 12th.
 - Chocolate milk option.
 - Kelly to confirm date (**CONFIRM**)
- Bingo night date selection:
 - Tentatively schedule for Thursday January 28th or 29th. Will check with school and then do Facebook poll for the date.
 - Will need to renew the license and purchase more Bingo cards.
- Free family event discussion:
 - Spring event, confirm plans with Mrs. Schaminee about setting up a board games night.
 - Tentatively schedule for one evening the week of April 13th-16th OR 20th to 24th.
- Division meeting recap:
 - The pay scales of all teachers in Manitoba will be harmonized and the remaining budget will be reduced as an impact. Mathew Gustovson is retiring and there will be a new superintendent next year.

Lunch Program Update (Ashley Haigh / Jamie Tompkins):

- 251 kids in the program. \$38,678 fees collected and one refund issued. Have one outstanding invoice. QuickBooks is still holding approximately \$8,000 and Jamie will follow up with them for an update. \$11,825 is anticipated income in January. \$59,529 anticipated income for the year total. Anticipated expenses \$46,560 for the total year, therefore approximately \$13,000 in surplus for the total year. Do want to hire one additional employee to maintain 1:25 ratio required by division and possibly a bookkeeper.
- Currently have 6 supervisors and 1 coordinator. Division release form will be sent out to families this Friday – this is supplied from the School Division. It will be accompanied by an advocacy letter for parents to read and forward to local government officials. Jessica (VP) is looking into supplying footwear traction aids for supervisors to use outdoors in winter. Jamie will not be the treasurer next year and the program will start actively looking for a replacement soon.

Round Table / Questions / Recap of action items / Scheduling next meetings:

- Discussion on when regular meetings will be scheduled; whether Wednesdays or Thursdays will be the day. Consensus to do the next meeting Thursday December 11th, one week earlier than normal because of upcoming Christmas break.

Next Meeting: Thursday December 11th, 2025 at 6:30pm in the school library.

Adjournment: 7:38pm

Action Items:

- Miscommunication on which day Harvey's MunchaLunch is scheduled for; Megan to ask Harvey's if they can switch from December 11th to December 10th.
 - **CONFIRMED WITH HARVEY'S they can switch to December 10th.**
- Amy to send tentative dates to school for confirmation they work with school calendar.
- Munch a Lunch confirmation
 - Domino's: Amy **CONFIRMED**
 - Subway: Clare
 - Boston Pizza: Ashley (to also confirm if/what taxes they charge)
 - Montana's: Kelly **CONFIRMED**
- Kelly to ask Y Program about security policies after school hours.

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