

Highlands Parent Advisory Committee

Executive Meeting Minutes

April 19, 2016

Executive Present: Ed Desaulniers (via Skype), Verna O'Neill, Tracey Lebedovich, Todd Henderson, Moira Cregan, Tracy Stirling
Executive Regrets: Jason Krupa, Amber Zhao, Marnie Giblin,
Next HPAC Meeting: Tuesday, May 3rd, 7:00pm (6:30pm), Highlands Elementary
Next Exec Meeting: Tuesday, May 17th, 1:30pm (Location TBD)

Administrative Update (Todd)

- Track and Field started yesterday – info is out to the kids and it's available on the website as well
- KM Club starts on Friday – could use some more volunteers for Wednesday – HPAC to put a call out

Fees for next year – school sets limit for fees for each year (this year is \$40)

- for example – tennis and hip hop require extra fees
- The fees are approved by School District
- There is always a contingency plan for any student who cannot afford the fees – 3 families have requested funding support so far this year (which comes from a small HPAC fund)
- Fees must be collected per event versus having parents pay at the start of the year
- Field Trips – there will be online payments for school field trips coming soon. Parents would sign up for an account that would transfer with you through to high school. Money gets deposited into the school account for the specific event. This is done through the school district system.
- Todd is asking whether there are user fees for these transactions. A positive note is that refunds will be easier to process should a child not be able to make a field trip if they are sick.

Edible garden project

- Highlands has been involved in Edible Garden project for the past few years which is paid for by the HPAC (\$1000 per year). This year the Edible Garden project's fee has gone up a lot to \$3000. The school did get a Whole Foods grant of \$2000 to help cover the extra costs.
- Need to decide if we want to continue with this next year if grants do not come in to help cover the added costs.

Tree update

- Everything is being held up by a couple of homeowners. Todd asked again for communication from the District that he can share with parents. District has been going door to door to follow up with the homeowners directly to move the work along. There are some absentee homeowners where it has been a challenge to get in contact with them.

HPAC DRAFT Executive Minutes
April 19, 2016

Natural Playground (Tracey L)

- Update & Opening Day
- Shelter was approved by the District & the project overall was approved by the School District today
- Soft opening - will happen for Ecofest Apr 21
- Tracey will work on putting together a maintenance plan/schedule with parent volunteers

Upcoming Events

- Eco Fest – Kirstie has it all organized and got an extra grant for \$300
- Whitecaps – tickets sales are going OK
- Plants Sales – 2 days left to buy plants.
- Tracy S – wants us to talk with Brandy about expanding the plant sale offerings for next year – possibly as a natural playground maintenance fundraiser. Soil, other plants etc.
- Spring BBQ – June 10th – Marnie G is leading this.

New Exec

- It's been hard to recruit people but we have one parent who may be interested. We will confirm with Marnie which position Jennifer Leroux.
- Update on vacant HPAC Executive positions:
 - Secretary
 - Communications
 - Class Rep
 - Co-Chair
 - Exec meetings next year – 8:50am right after drop off at the school – yes it would be ok.

Community Sponsorship (Ed)

- Three Rivers – they give back 20% to the HPAC – when you order online – sounds good
- kidsworld.com – Tourism pass – Confirm with Marnie the details about this one
- Kmuniti.com – Worth a try - Marnie G - to confirm privacy and opting out of company emails
- Spuds.ca – 10% kick back to HPAC is available
- Todd & HPAC Execs are ok giving this a try – we should not promote a specific company, but can promote the shopping sites in general for people to use if they want
- Boston Pizza – you have to actually talk to the manager or person working to put in the receipt to get a kick back for Highlands
- Add a page on the HPAC website with links off to the various sites

Teachers Lunch (Ed)

- June 16th – Moira can go and say a few words of thanks if Ed is out of town
- Laura Clarke is organizing this

New Business

- Tracy S is applying for the gaming grant for next year – approx. \$8000
- Green Team – we are ok with releasing the funds that were leftover last year (they are already in the pot)

HPAC DRAFT Executive Minutes
April 19, 2016

- Predator around Canyon Heights – Todd has not been contacted by the RCMP - Todd will let parents know if there is an official warning.

Meeting Adjourned

Next Meeting: HPAC meeting May 03, 2016, 7:00pm, Highlands Elementary Library