

**Highlands Parent Advisory Committee  
HPAC Approved Meeting Minutes**

***November 3, 2015***

*Executive Present:* Moira Cregan, Ed Desaulniers, Tracy Stirling, Verna O'Neill, Tracey Lebedovich, Carmen Kaufmann, Todd Henderson, Jason Krupa  
*Executive Regrets:* Marnie Giblin, Amber Zhao  
*Next HPAC Meeting:* Tuesday, Dec 1, 7:00pm, Highlands Elementary

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**1. Welcome and Executive introductions**

**2. Approval of last meeting minutes –**

Minutes were approved by Dana Cave, seconded by Tracy Stirling

**3. Administrative Update (Todd Henderson and Blair Martin)**

- Intermediate are taking hip hop lessons this week, primaries will do it after Christmas
- Parent teacher conferences are spaced out from report cards – reports will be out on Dec 11<sup>th</sup>
- We had 20 students and 2 teachers attend We Day – event in Vancouver celebrating local and global contributions – at Rogers Arena. It took Highlands 6 years to get an invitation. A part of the reason for the invite was the Fruit Bar donations and Grade 7 charity work .
- ePACT invites should be going out the families this week

**4. DPAC update (Jason Krupa)**

Seycove School – students were making audio/visual presentations using technology – computer animation, digital photography, video. The kids were engaged and interested.

**5. Fundraiser Update**

- Gingerbread Event Friday Dec 4th – **(Dana)**

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- Ange and Dana decided to go with gingerbread houses this year – they will be little house kits put together by a local mom that are thicker and more sturdy and easier to make. They will be sold for \$12 each.
- They will decide whether parents can pay via cheque & e-transfer or online (which would take a percentage).
- HT Photos – (**Carmen**)
  - Made a profit of \$1375.00
  - They may change to a non-refundable fee for next year
- Parent Social, Playground & Grants update – (**Tracey L**)
  - Tracey explained what will happen at the parent social and gave an update that almost \$18,000 has been raised through playground donations to date.
- Christmas Hampers – In classrooms Mon Nov 16th
- Card Project – orders due Friday Nov 13<sup>th</sup>
  - The cards have gone home and online orders are due Nov 13th
- Boston Pizza Community Partnership – (**Moira**)
  - If you go to the Marine Drive Boston Pizza and put your receipt into the box with “Highlands Elementary” the school will get 10% of the bill back.
- COBS Bread (Edgemont) – (**Moira**)
  - If you mentioned “Highlands Elementary” the school will get 5% back in donations

## 6. Events

- WOW Walk or Wheel Program – (**Brandy Hughes**)
  - Scanned 255 tags last Thursday. The kids love it and think its very cool. All the scanners give their spreadsheets to Brandy who compiles the info. The golden sneaker goes to the top primary and intermediate classes that have the highest percentage.
  - For smaller kids, they can do “drive to 5” – park a 5 minute walk away from the school
  - Elsie at Kids Club might give the kids the option of running laps of the field so that they can get scanned as well
  - Brandy may be stopping by
  - Erin – the walking school bus 2-3 days a week from St. Catherine’s Church. So far she is the only volunteer.
  - Maybe we can advertise the walking school bus on Facebook.
  - Walking school bus helps to bring down some of the congestion of traffic around the school
- Spring Event Update – call for volunteers (**Carmen**)
  - Looking at around May 14<sup>th</sup>
  - Looking for volunteers to help brainstorm fun new ideas for this year. Some potential ideas include:

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- Pancake breakfast with children's entertainers
- Family golf tournament at Murdo Frazer
- Outdoor Family dance party with food
- If anyone wants to have a say or help with ideas, contact Carmen
- Tracy Stirling – was at a school in Calgary where they had a Casino night for a fundraising and made a ton of money. It's not available here.

**7. Communications (Verna)**

- Website Template Update – Tracey and Verna will be looking into using a fresh look and a more mobile-friendly website that's more up-to-date. We will be looking into this and are interested in hearing about any features or suggestions that parents might want in the future.
- Newsletter – If anyone wants to put anything into the newsletter they should email it to Verna no later than Wednesdays at noon.
- Facebook – if you are on Facebook, just go in and invite any of your Highlands to join who will be approved by the FB group admin.

**8. Budget New, Old and Ongoing Updates (Tracy S)**

- HPAC Vote to add an additional \$500.00 in discretionary funds to the HPAC budget so that Tracy S can pay back additional discretionary funds
- July 1<sup>st</sup> is the cut off for getting reimbursed for from the HPAC for monies
- Show of hands – the vote passed.

**9. Misc**

- Sportball and Danceplay – weds and or fri afternoons in the gym in January
- Bricks for Kids after school program would be in the library

**Next Meeting: December 1<sup>st</sup>, 2015, 7:00pm, Highlands Elementary**