

Highlands Parent Advisory Committee

Draft Meeting Minutes

October 7, 2014

Executive Present: Erin MacNair, Dana Cave, Jennifer van Eijnsbergen, Brandy Hughes, Kirstie Pirie, Marnie Premont, Tracey Lebedovich, Marnie Giblin, Anna Archer, Eric Stodt

Next HPAC Meeting: November 4th, 7:00pm, Highlands Elementary

1. Welcome and Executive introductions

2. Meeting minutes of May 27th were approved

3. Election of DPAC Member

Jason Krupa voted in as DPAC rep

4. Administrative Update (Todd Henderson and Blair Martin)

Explanation of Highlands morning messages and school virtues. Reminder to parents in school during morning message to stop and listen.

5. General Updates

- Welcome Back Pizza Party & Cupcake walk: Oct 16th – Will be in the gym if raining
- Terry Fox Run – Oct 10th at 2:15pm – Parents welcome to watch the kids run
- MJM Photos – Family photos: Oct 21, 22, 23 from 5-9pm, School photos: Oct 27th
- Scholastic Book Fair – Dec 1-4th – twice yearly book sale fundraiser
- Walk and Wheel / WOW Program – More info on the expanded program is coming soon
- Green Team Update – Parent volunteers still needed for food day recycling
- Ecofest/Bike Week – These two events will now take place on alternating years. This year will be Bike Week.
- COBS Bread (Edgemont) – Mention Highlands Elementary before paying and they will donate a percentage back to the school
- Mabels Labels – Highlands to receive 20% of sales until Oct 15th. Then a new campaign will start again later in the year.
- Lost & Found – Located in the front hall of the school. All kid's items should be labeled.

6. Volunteer Opportunities

- Lay-by – no more volunteers needed. Brandy to get quotes for some lay-by signage.
- Christmas Market – volunteers needed (market in gym where kids can buy gently used and donated items for friends & family)
- Christmas Hampers – volunteers needed (donations for the North Shore Family Services)
- Spring Fair needs volunteers

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- On-call volunteers still needed
- New this year: Social Committee for non-fundraising events. Volunteers needed

Anyone with volunteer questions, contact Marnie or Jennifer

7. Walking School Bus

- Grade 7s will help younger kids walk from sidewalk drop off to the school. More info to come soon. Parent raised concern about lack of crossing guards at Queens & Colwood.

8. Budget Update (Eric Stodt)

- Budget is in great shape even after huge technology spend last year
- Starting year with 50k in the bank
- Less effort needed for fundraising this year

9. New Budget Ideas Submission Process

- New submission form now required for any HPAC funded ideas or events
- Those submitting must read bylaws and policies before submitting
- Anyone interested in submitting budget ideas/events need to fill out and submit the forms by Oct 20th to have them included in Nov 4th budget meeting
- Put forms in HPAC box or email them to HPAC Executive
- Info will be on the HPAC website

10. Fundraising (Dana Cave)

- HPAC is proposing a cheque drive this year instead of a large-scale fundraiser. More info to come soon.

11. Communications (Kirstie Pirie)

- There are new communication/privacy policies
- Parents need to sign up with the HPAC website in order to receive the weekly (Fridays) email communications
- Parents can also sign up for the directory on the website – must be filled out every year
- Parents with new students/siblings should also go to the HPAC website to add their new students
- School directories are not tied to HPAC directories – so if information changes, it needs to be updated with both parties

12. Awning Update

Erin will look into feasibility of a parent's suggestion of buying sports tents that parents would put up and down during very rainy days.

Erin waiting for awning update from School District

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13. Social Emotional Learning & Kindness Presentation

Melody Schlam

- program was taught in 4 classrooms last year
- program received positive feedback from 94%-95% of both teachers and the kids
- will not be proposed this year due to the shortened class time

Carmen Farrell

- video presentation
- Club G has had positive impact on Ges and the kids of Highlands
- video has been published on youtube

Dana Cave

- More info to come about celebrating and encouraging kindness and giving this year.
- Club G video will be shown to interested kids next week. Kids and teachers can write down what they are thankful for and put on a "giving tree" display.
- Club G video will also be shown at Welcome Back Pizza Party

14. Meeting Adjourned

Next Meeting: November 4, 2014: Budget Meeting