

Highlands Parent Advisory Committee

Approved Meeting Minutes

September 15, 2015

Executive Present: Moira Cregan, Ed Desaulniers, Tracy Stirling, Amber Zhao, Verna O'Neill, Tracey Lebedovich, Marnie Giblin, Carmen Kaufmann, Jason Krupa
Executive Regrets: n/a
Next HPAC Meeting: Tuesday, Oct 6th, 7:00pm, Highlands Elementary

1. Welcome and Executive introductions

2. May 12th meeting minutes were approved

3. Administrative Update (Todd Henderson and Blair Martin)

Todd –

- Email links sent out by email to parents for 2 newsletters so far. Please let the office know if you didn't receive them.
- As of the 2015 spring meeting Highlands, will now be using ePACT for emergency contact information. A permission form will be sent home soon regarding ePACT.
- Schools in the province are transitioning to a new student information system.

Blair –

- Terry Fox run coming up Sept 30th about 1:15pm and needs more parents to volunteer to help on the running route the day of.
- Basketball season is starting the first week of October. Blair will be coaching and also doing some refereeing. Some teachers have volunteered to transport players to away games and supervise.

4. Events/Programs Update

Oct 1 - Welcome Back Pizza Party & Cupcake walk & Halloween Costume Swap

- needs a few more people for pizza hand outs and for clean up
- The night is a fun event for families to come and have pizza, kids and do the cupcake walk (bring loonies)
- New this year is a Halloween Costume sale. Parents can donate gently used and clean costumes a week before and can buy a costume the night of the Welcome Pizza for \$5 each
- Erin – Its fun to volunteer this night and hand out pizza. Parents should be reminded to help pick up garbage as last year there was a lot of litter left over everywhere

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Oct 14, 15, 16 - Family Photo Night

- new company this year running this - HT Photo. Approx \$20 per family sitting. Money raised go towards HPAC.

Walk and Wheel / WOW Program

- Brandy – walking and riding to school is greatly encouraged. This year is promoting walking/wheeling every Thursday throughout the entire school year. Each child will have a card with first and last initial only that they will use to check in at the school when they walk/wheel. Parent volunteers will scan the kid's cards as they arrive to gather data about how many kids are walking and from where. It will help planning crosswalks.

Walking school bus

- Erin – they would like to have meeting points with walking school bus signs where parent volunteers can organize to take turns walking with their kids and others safely to school.
- Other great events coming up this school year include the Gingerbread Event, Movie Night and the Talent Show. More info to come.
- **Ecofest** – will be a curriculum based day with teachers and volunteer parents around Earth Day, every 2nd year.

New Spring Fair Event

- need lead & ideas welcome
- Big Fair every year with entrepreneur fair, games, bouncy castles etc.
- No one has signed up to volunteer as of yet, so we need parents to help
- We are open for paring down and simplifying the event this year and keeping all the favourite parts

Hot Lunch Program

- Great program starting soon where we have hot lunches every Friday
- There are about 10 people who volunteer to get the food from the vendors and lots of parents who help to hand out the food
- New this year – we got rid of hotdogs and instead will try “Foodie Kids” with pasta and mac and cheese
- Switch up the Sushi and cookie vendors
- Huge fundraiser for the school. Last year it raised about \$25,000.00
- New healthier menu coming

Card Project - Card sales with kid's artwork coming soon

Labels Labels/Cobbs Bread

- There will be a link updated on the website soon to order. Verna will mention this in the newsletter once its up and running
- If there are labels in the clothing the teachers can help to return it to the child
- COBS Bread (Edgemont)
- Remember to mention Highlands Elementary and Cobbs Breads will give back a percentage to Highlands. Last year we received \$300 from Cobbs

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Lost & Found – items are kept in the front hallway and any unclaimed items will be donated a couple times throughout the year. Remember to put your child's name and phone number on all items.

5. Volunteer Update

- Upcoming events that need volunteers – Welcome Back Pizza Night, HT Photo Night
- Marnie G – Needs volunteers for Div 1, 2, 16, 17
 - 2-3 hours a month sending email communications to their child's classroom parents.

8. Communications Update (Verna O'Neil)

- Green letter should have come home with the students about the Family Directory
- If you would like to be part of the directory (and part of the class emailing list), need you to go to the website and select that you want to be part of the directory
- All families, new and returning need to re-sign up every year due to privacy policies and also need to add new siblings entering the school.
- The directory is only available to logged-in Highlands families on the HPAC website. You have to be signed in to view.
- Erin – did not realize that you had to sign up every year.
- Signing up for the HPAC newsletter is important to receive updates about HPAC events
- Question: when you have two kids in the school, how do you add both?
- Answer: Marnie G – you can add a comma and include both children into your one profile and can also add multiple emails addresses.

9. Budget Update (Tracy Stirling)

- Budget meeting is coming up on the 6th of October
- \$53,000 is sitting in the account to start the year off
- This year there is a big ask for the natural playground
- The submission for new budget ideas or events is due Sept 21 – into the HPAC Box or via email
- The budget items will be posted at least a few days before the budget meeting so people have an idea of what they will be voted on.
- Teacher/admin asks – so every year the teachers/admin have budget asks so the HPAC help to pay for some items for

10. Natural Playground Update (Carmen/Tracey/Marnie)

- Tracey talked about the Natural Playground plans and the fixed cost construction estimate of \$70,000 for the build from Great Canadian Landscaping Company
- If playground is approved at the budget meeting then there will be substantial targeted fundraising this year
- Ed – mentioned that donors can receive tax donation receipts
- Parents – said that getting a whole natural playground for \$70,000 is a great value

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11. Parent Social/Check Drive (Carmen/Tracey)

- Parent – has a Nov 6th – Parent Social targeted fundraiser
- Adopt-a-playground cheque drive
- Brick sales
- Corporate/Community Sponsorships

12. Social Emotional Learning & Kindness Corner

Melody – Last year HPAC dedicated the year to a year of kindness with the aim of growing and fostering kindness throughout the school with multiple events (kindness buckets, kindness fortunes)

- They also started a Kindness Club in the spring
- Mention of Club G – a previous student who just moved on the Gr 8 but was here at Highlands (see you tube video link on the HPAC website). A group of Grade 4s volunteered to be part of a friendship club to hang out and play with Ges everyday and learn compassion towards others.
- Focusing new ideas for this year, they would like to grow this club with student volunteers
- Sign up sheet is in the hall
- Kindness corner in the library with new kindness books, pillows and bookshelf that the kids help create.
- Club G won a National Inclusion Award last year

13. Open Questions & Discussion

- New Parent suggested an after school program for kids “Bricks for Kidz”
- New Parent suggested Sportball as a new program