

Highlands Parent Advisory Committee

Draft Monthly Meeting Minutes

September 13, 2016

Executive Present: Ed Desaulniers, Tracey Lebedovich, Marnie Giblin, Glenda Savage, Karyn Magnussen, Janelle Eisler-Carr, Angela Santoro

Executive Regrets: Tracy Stirling, Jennifer Leroux, Jason Krupa

Next HPAC Meeting: October 4 2016, 7:00pm, Highlands Elementary

Introduction & Welcome

- Approval of the minutes from June 7, 2016
- To be approved next meeting (missed asking for approval at Sept 13th meeting)

Administration Update (Todd)

- Apologies for first newsletter & website delay (all fixed now)
- Fruit bar ordering is now available online (test pilot project)
- Enrolment – 36 new students this year (not including K) – typical numbers
- School mission statement meshes with curriculum update. Watched short video clip of 2013 Rita Pierson Ted Talk about building people connections
- Morning messages have same structure every day – grade 7 student reads messages, talks about virtues of the month, welcomes visiting staff (“guest” teachers”, not substitutes), other announcements, ends with have a great day. Parents & other adults need to stop & be respectful during morning messages.

Calendar of Events

- Welcome back pizza/cake walk/Halloween sale – Oct 6th 5:30 – 7:30. People can pre-order pizza, mingle with families, cupcake walk at school entrance, donated costumes will be re-sold at the party for rock-bottom prices.
- New parent tea & orientation is on September 15, 2016
- HT Family Photos Fundraiser: Oct 18, 19, 20, 21, get a free 8 x 10 photo of your family, can order digital images for Christmas cards. \$25 sitting fee goes directly to Highlands, extra \$ goes to photography company.
- Book Fairs: Verna and Christina Carrick are handling them this year. Two fairs scheduled with scholastic (End of November, late May). Portion of revenues pay for new library books.
- Food Days: Ordering opened online today, forms went home in backpacks. First hot lunch day is October 7th. One vendor changed this year, switched to Well Fed instead of Foodie kids for Mexican day and hot entrée day.
- Movie Night: Social event, Carolyn Hornell has volunteered to take over for Marnie Giblin running this event. Usually held one evening during rainy season.

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- Card Project: A local mom, Marcel, runs the program and would prefer if we run it in the spring this year because Christmas is such a busy time of year. School gets 25% of funds spent back for the school.

Volunteer Sign Up Sheet Update (Tracey L.)

- Ask parents to all sign up for at least one volunteer opportunity

Emergency PAC Container (Marnie G.)

- PAC supplies approx. \$2000 each year. Perishables need to be replaced every few years. Grab & go bags for each classroom, library, etc. Julie W heads that program and they need volunteers to help.

Financials (Janelle Eisler-Carr in Tracy S.'s absence)

- Tracy S. (treasurer) is absent. Budget request cut-off is Sept 20th. Submit requests to Tracy via email or PAC website. Budget presentation will be Oct 4th.
- Approximately \$56,000 in general account, \$4,800 in gaming account.
- Parents can submit funding requests to PAC

Communications/Website (Glenda S.)

- Glenda Savage is handling weekly newsletter
- Laura Clarke is overseeing website & assisting with Facebook
- Verna is overseeing membership & producing the directory, trying to switch to paperless process. Trying for September 28th deadline.

Natural Playground (Tracey L.)

- Green space along the fence was built by PAC parents last year. Built over spring break 2016. Have to maintain it (weeding & watering).
- School district regulates us keeping on top of maintenance
- Every 3 or 4 weeks need 5-6 people to do weeding blitz and water
- Water is currently coming from neighbours (200 ft hose)

Parent Social (Tracey L. and Marnie G.)

- Date: Friday, November 4th at North Shore Winter Club
- Fundraiser, adults only, cocktails, appetizers, dancing, cash bar, silent auction, 50/50 draw, DJ. This year theme is 80's.
- Need parents to donate silent auction items or volunteer to solicit donations from local businesses (Tracey L. is preparing a letter to accompany requests).

WOW: Brandy

- Program started last year. Each child gets a backpack tag with a QR code. Encourage kids to walk every day, scan on Thursdays, when they walk/ride/scooter to school they get it scanned into spreadsheet. Can track which division has the most to win coveted golden sneaker.

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Grade 7 Farewell

- Grade 7 grad class has had Tracey (treasurer) running their fundraising money through her – she wants to change that
- Grade 7 finances – contemplating cancelling grade 7 budget line item for approximately \$700 toward class party (question as to whether this is actually tradition and what parents want to spend PAC money on, or was it intended to be a one time thing?). More discussion needed.
- Long-time school parents recalled that grade 7's & their parents used to fundraise throughout the year to spend on graduation party and school legacy gift, and grade 6s & their parents used to fundraise to spend money on a farewell tea for the grade 7s.

After School Programs: Angela

- Lots of programs in the works for Fall 2016: Sole Girls, Sportball, BrainStem Learning, Artmania, Junior NBA Rookie Basketball, Sportball.
- Additional programs for new year possible: Bricks 4 Kidz, Drama, Pedalheads.

New Business

n/a

Next HPAC Meeting – Tuesday October 4th, 7:00pm, Highlands