

## PAC Meeting Minutes Jan 12, 2016 – 6:40 to 7:45 p.m.

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### Present

Chair: Erin Schneider	School Planning Council: Wendy Werier
Secretary: Meagan Huculak	Fundraising & Booster Juice/Subway: Barbara Anderson
Health & Safety: Jen Cox	Parent Education: Christy Caza
Treasurer: Linda Doove	Aspenwood Principal: Sean Della Vedova
School Planning Council: Natalie Branco	Aspenwood Vice-Principal: Jason Giles

### Regrets

Social Media: Angela Salehi	Booster Juice/Subway: Taruna Singh
DPAC Rep: Kelly Raabe	Milk Program Coordinator: Diane MacSporran
Social/Pizza Coordinator: Crestina Amado	Milk Program Coordinator: Claire Turner
Fruit and Veg Program: Dawn Johnson	Grade 5 Leaving Committee: Felicia Reamsbottom

### Parents/Guests: 2

### Call to Order

E. Schneider called the meeting to order at 6:40 p.m.  
C. Caza motioned to accept the December 8<sup>th</sup> minutes. Motion was seconded by N. Branco

### School Report

S. Della Vedova and J. Giles provided an update on what is happening at the school:

- Communication Survey: 20% completion, Here are some highlights:
  - Parent/Teacher conferences and report cards are the two favoured means of learning about student learning.
  - Direct emails and classroom publications/communications are deemed to be more effective than newsletters.
  - 60% indicated they had not heard anything about curricular revisions.
  - Although many respondents did not object to letter grades, they commented that it is critical these be accompanied by conferences and ongoing communications. 54% gave favourable responses about the use of letter grades.
- Organization for next year:
  - Kindergarten registration is in February; Starting in March administration will look at various organizational structures, which will be presented to staff for review; May – family feedback will be solicited – particularly around extenuating circumstances and specific peer issues rather than teacher/split class preferences, no guarantees but feedback is welcome
  - Because our school has a fairly stable population with few students moving over the summer, it is hoped that much of the work of school organization will be complete by June allowing for a smooth transition in September
  - Staffing should be fairly stable with a few exceptions such as retirements and maternity leaves
  - Parent Question: will portables ever be an option for Aspenwood? A: In the past portables were an affordable option for school expansion, however changes in zoning etc. have made portables prohibitively expensive for most schools, as well Aspenwood in particular does not have the space to accommodate portables. The district works with schools to develop strategies for managing student load, such as adding additional programs to schools with low enrollment (e.g., French Emersion) and limiting schools to in-catchment students only (e.g., Aspenwood)

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#### **Fundraising Update**

B. Anderson provided an update on fundraising activities.

- Milk Coordinators needed for next year. Ideally a 2 person team to split the tasks of volunteer coordination and milk ordering. Ordering can be done from home. Volunteer coordination is done through Volunteer Spot. This is a very valuable program for our school bringing in \$2000 last school year. Diane MacSporran has offered to meet with anyone interested in this role to show them the ropes!
- Next Movie night is January 15, 2016. Volunteers are needed, especially after school for setup.
- February Movie Night has been cancelled as this is the date of the newly added Non Instructional Day
- Boy Smarts tickets are now available on Munch-a-Lunch
- Carnival is May 27th. Committee 1<sup>st</sup> meeting: Jan 21 @6:30 pm
- February - June Term Lunch and Milk orders should be up on Munch-A-Lunch by the end of the week. Reminders will go out via planner slips as well as on Facebook.
- Booster Juice was not delivered this week due to an email glitch on their end. Orders will be made up with a deliver next Monday (along with regular pizza delivery)

If you are interested in volunteering, please email our [volunteer coordinator](#).

#### **Treasurer Report**

L. Dove provided an update on finances:

- Accounts are balanced and up to date.
- Monies received:
  - Lunch Lady, Pancake Breakfast
- Recent payments:
  - Art Start Guest speakers, Kinsmen Pancake Breakfast, Gr 5 Hoodies, Lunch Program (milk, subway, booster juice, pizza)

#### **Social Media**

A. Salehi was unable to attend but provided an update via email:

- Likes of our page are up to 152,
- Our first Five at Five featuring Principal Sean Della Vedova was a success! Lots of likes and was even shared by the district! Next up Jason Giles, look for his 5@5 coming soon.
- We're looking for more people interested in participating in 5@5 including teachers and staff.
- Ideas for other post include doing a poll for the movie choice for an upcoming movie night.

#### **Parent Education**

C. Caza provided an update:

- Our next Parent Ed event is Boy Smarts on February 3<sup>rd</sup>. Please get the word out about this event! Our gym can hold 300 (aprox 100 for each participating school), and we currently have only 20 tickets sold!
- Babysitting is now an option when purchasing your tickets on Munch-A-Lunch!
- We're still in need of some volunteers for this event. We'll need 2 volunteers for at the door ticket sales and 2 more for book sales at the end of the talk.
- We will need to rent a wireless headset mic for the speaker's use, Sean will manage this as the school rented similar mics for the Christmas Concert.

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### **Important Dates:**

- Carnival Committee initial meeting set for Jan 21 @ 6:30pm in the Aspenwood Library, If you are interested in learning more about the Carnival and volunteer opportunities please join us!
- February PAC meeting date has changed to Feb 16<sup>th</sup> as the originally scheduled date is now a Non Instructional Day

### **Playground**

S. Della Vedova and E. Schneider provided an update:

- Due to the change in site a new playground layout was prepared by RecTec and presented to the PAC. This new design along with the site prep (quoted by the District) remains in line with our previous cost expectations. For due diligence purposes Sean will seek advice from other school administrators on companies they have worked with in the past and may request additional quotes.
- After some discussion with PAC, changes to the proposed layout were requested. The plan will be sent back to RecTec for changes before final approval by PAC
- S. Della Vedova noted that despite some changes and delays we are still working toward a very impressive completion timeline for our playground as many schools in our district have to fundraise for years before they have the funding for this type of expansion!

### **New Business**

- S. Della Vedova notes that “Yes, you are allowed to have a dunk tank [at the carnival,] but I get to be #1.” J. Giles adds that he is “#2”

### **Adjournment**

The PAC meeting was adjourned at 7:45 p.m.

Next PAC meeting is Tuesday, February 16th @ 6:30pm Free babysitting is provided.