



Aspenwood PAC Meeting – Minutes

September 26, 2024 @ 7:00 PM

Attendance:

PAC Members:

1. Hannah S
2. Kathryn M
3. Lara P
4. Corinna W
5. Maryam M
6. Leah K
7. WooJo J
8. Svetlana K

Parents:

1. Fiona K
2. Noreen N
3. Brynna C
4. Sandi R
5. Doris S
6. Jane W
7. Chantel D
8. Shadan S
9. Michaela S

Call to order 7:01 PM by Maryam M and Hannah S (Co-Chairs)

1. Land Acknowledgement
2. Adopt Minutes from May 9, 2024 – Adopted by Lara P and Seconded by Fiona K
3. Message from the Chair
 - a. Welcome to the new school year
 - b. Introduction
 - c. Overview purpose of the PAC
 - i. Connection between parents and school
 - ii. Work with the school to enrich our children's education experiences
 - iii. Raising money to support school goals
 - d. Meeting schedule:
 - i. PAC Executive team meets once a month
 - ii. Regular PAC meetings – 4 times a year
 - e. Communication schedule
 - i. Monthly Newsletter will be sent by Mr. Hutchinson
 - ii. Printed newsletter quarterly from the PAC
 - iii. Facebook - follow us for the latest news
 - iv. WhatsApp – Looking for class parent representatives to share PAC news. Class representatives will create their own WhatsApp groups for parents to be able to communicate with fellow parents with children in the same division.

If you wish to be a Class rep for your division please sign up:

<https://signup.com/go/ROvKSXO>

**** The PAC has suggested creating WhatsApp groups for each division to facilitate communication and information sharing among parents. These groups can be used for: Receiving PAC updates, Sharing class-related questions with PAC, Sharing reminders and information between parents, Planning playdates and Organizing group gifts for teachers (optional).*

For a positive group environment, the WhatsApp class group should not be used for: Complaining or making negative comments about the class, teachers, or school as these comments or concerns should be addressed directly with the teacher or school administration. Strictly no negative comments about parents or students.

4. Admin Report

Introduction by Mr. Hutchinson

- a. Smooth start to the new year
 - i. Reminder to parents to not park in no parking zones around the school
 - ii. Please be on time for the 8:37am bell so that students and staff aren't behind in starting their day.

Action Plan for Learning (APL) 2024-2025 - Action Plan for Learning Goal Update: Aligned with Directions 2025

- a. Intellectual Development:
 - i. Literacy: Writing - with an emphasis on process and craft over product
- b. Human and Social Development:
 - i. SEL: Using SEL frameworks to build common vocabulary in the school community to help support student self-regulation and student engagement
- c. Indigenous Learners and Indigenous Ways of Learning
 - i. Continuing to embed First Peoples Principles of Learning with an emphasis in the Literacy Curriculum-including StoryTelling (both oral and written)

Reporting and Early Dismissal Dates:

- a. Interims: October 17th
- b. Student-Led Conferences: May 7/8th
- c. Reports:
 - i. Term 1 December 20th
 - ii. Term 2 March 14th
 - iii. Term 3 June 26th
- d. Early Dismissal Dates: May 7th and 8th

Administrative Policies and Procedures:

- a. School Emergency Procedure Information: located on school website
- b. School Emergency Preparedness Information: located on school website
- c. Policy 18 District Code of Conduct: Violence, Intimidation and Possession of Weapons
- d. AP 132 Closure of Schools for Extreme Weather
- e. AP 140-2 Digital Responsibility for Students
- f. AP 171 Tobacco and Vapour Products Free Environment
- g. AP 205 Race Relations

- h. AP 304 Reduced School Day Attendance
- i. AP 309 Physical Restraint and Seclusion in School Settings
- j. AP 316 Student Accident/Injury
- k. AP 355 Formal Intervention and Suspension of Students
- l. Photo and Published Consent Form
- m. AP 380 Resolution of Parent Concerns
 - i. Teacher or Classroom Level Problem
 - 1. 1.1 Discuss the matter directly with the teacher whose judgment or decision is being questioned.
 - 2. 1.2 If not resolved, discuss your concern with the Principal.
 - 3. 1.3 If not satisfied with the outcome, discuss your concern with the Assistant Superintendent, or designate.
 - 4. 1.5 Unresolved matters may be referred to the Board as per Board Policy 13 "Appeals Regarding Student Matters".
 - ii. Principal or School Level Problem
 - 1. 2.1 Discuss directly with the Principal the action, policy, procedure or practice being questioned.
 - 2. 2.2 If not resolved, refer to the Assistant Superintendent, or designate.
 - 3. 2.4 If not resolved, refer to the Board as per Board Policy 13. It is expected that District personnel will seek a resolution to the problem as quickly as possible.

Extracurricular Programs:

- a. Student Leadership: Lunch Monitors, Morning Announcements
- b. Grade 5 Volleyball
- c. Choir

Other Information:

- a. Organization: 21 Divisions (17 Neighbourhood/4 Montessori)
- b. Foundation Skills Assessment (FSA) for grade 4's: October 1st-November 8th

September in Review

- a. New classes began Monday, September 9th
- b. Parent on-line forms are ready to be completed
- c. Steve Harmer Magic Show
- d. Connecting to Classrooms Event
- e. Terry Fox Practice Run

Upcoming Events: See Calendar Below

- a. Terry Fox Run and Assembly
- b. Orange Shirt Day and Truth and Reconciliation Day and Assembly
- c. Individual Student Photo Day
- d. PAC Halloween Dance

September/October Calendar of Events

<u>Date</u>	<u>Event</u>
<i>Thursday, September 26th</i>	<i>Individual Photo Day</i>

<i>Friday, September 27th</i>	<i>Orange Shirt Day</i>
<i>Monday, September 30th</i>	<i>Truth and Reconciliation Day</i>
<i>October 1st – November 8th</i>	<i>FSA's for Grade 4's</i>
<i>Monday, October 14th</i>	<i>Thanksgiving Holiday</i>
<i>Thursday, October 17th</i>	<i>Interim Reports</i>
<i>Tuesday, October 22nd</i>	<i>Individual Student Photo Retake Day</i>
<i>Thursday, October 24th</i>	<i>PAC Halloween Dance 5:30-8:30</i>
<i>Friday, October 25th</i>	<i>Provincial Pro-D Day</i>
<i>Thursday, October 31st</i>	<i>Halloween</i>

5. Treasurer's Report

- a. All our documents are on Quickbooks
- b. PAC finances and budget were reviewed. Parents may request a copy of the all financial materials at any time by emailing the PAC at aspenwoodpac2001@gmail.com
- c. What are some bigger projects that may need attention:
 - i. Playground enhancements: Accessibility
 - ii. Providing shade at the playground
 - iii. Steep path to playground/land erosion on the hill
- d. Motion to approve the budget – Please note, at the November PAC meeting we will discuss how to allocate the reserve funding. Consider creating a capital funding line item for future enhancements.
 - i. Motion has been approved by majority vote. The approval of the budget has passed.

6. DPAC Report - Absent

7. Grade 5 Leaving Committee Report

- a. PAC allocated funds of \$25 per graduate (currently 84 students so \$2100)
- b. Grade 5 leaving committee is looking to fundraise for an additional \$3000-5000, depending on the leaving event voted in
- c. Hoodie Sale has launched on Sept 29th and will close on October 6th
- d. Would like parent input/opportunities for fundraising events and a callout for parent volunteers for fundraisers, Grade 5 event and luncheon
- e. Grade 5 Students will receive an opportunity to vote on the Grade 5 leaving event

8. PAC Events and Activities Update

- a. Welcome to kindergarten tea
 - b. Halloween dance Oct 24th - 2 sessions (Tickets on sale Oct 7th at 7pm)
- 9. Hot Lunch Update: Ordering will close September 28th. First day of hot lunch is Oct 7th.
- 10. New Business
 - a. New babysitter coordinator for PAC meetings
 - b. Call out to the 12 year old + community with their babysitting course to willing to babysit during PAC meetings - please email aspenwoodpac2001@gmail.com if you or someone you know is interested!
 - c. Movie night will be planned for the winter session
 - d. Sports Day 2025 - late May or early June
- 11. Adjournment
 - a. Next meeting will be November 21, 2023
 - b. Adjourned at 8:24 pm Adjourned by Lara, seconded by WooJo.