

Aspenwood PAC Meeting – Minutes

November 17th, 2022 7:00 PM

Attendance:

PAC Members

Jessica S.

Ine V. A.

Melissa L.

Alaina P.

Fiona K.

Janine C.

Samantha N.

Parents

Natalie B.

Raelene T.

Michaela S.

Yawa D.

Giu Y.

Megan J.

Call to order 7:03 PM by Jessica S.

1. Approval of agenda: Motion to approve by Raelene. – seconded by Fiona K.
2. Adopt Minutes from October 19, 2022 meeting – Motion to approve by Raelene, seconded by Jessica S.
3. Message from the Chair
 - November/ December newsletter was circulated. Bi-Monthly newsletter for the rest of the year.
 - Family Dance (Nov 17), PJ's and Pancakes (Dec 9), Hot Lunches
 - PAC email will not be monitored during Winter Break
 - **Action** we need volunteers, but make sure you get criminal record checks done.
4. Admin Report
 - Class reviews were conducted.
 - i. Common themes: Enthusiasm, Engaged, Creative, Helpful and Kind, Hands on play based.
 - ii. Goals: Writing, self regulating, executive function.
 - Earthquake Drill - Drop, cover and hold
 - Professional Development day - Indigenous themed workshops and leadership based learning.
 - Trick Or Treat to scare hunger fundraiser: Breakfast based foods donated to local schools in need.
 - Coat and Boot Drive: thank you to everyone who donated. It was an exceptionally successful year.
 - Arts By Kids Fundraiser - Products were great, successful fundraiser. We may move this to every second year.

- Ms. Close did the sleepover at the school after a successful fundraiser for Terry Fox. Aspenwood and Ms. Close received a shout out from Rick Glumac at the House.
- Halloween Hallway Parade was very well received by children and teachers
- Christmas Crackers for Seniors were assembled by Grade 4 and 5 students.
- November 1st was PJ Day
- Interim Report Cards have come out.
- Grade 5 hoodies have been ordered.
- Rick Glumac and council members toured the school.
- November 10th - Remembrance Day Assembly
- Snow Days - Please look at School District notifications to find out whether the school will be open for the day.
- Flu and cold season is upon us, the District is working hard to make sure student services are able to continue running as per usual.
- Christmas concerts (Dec 7 and 8), details to come soon.
- Choir is performing at Lougheed Mall
- Ukulele Club will also be performing
- Book Fair coming up Nov 21 - 25
- Tennis will be starting Nov 21
- PJ's and Pancakes Dec 9
- Last day of classes Dec 16. Report cards will be online.
- First Day back will be Tuesday Jan 3
- New Aspenwood Logo - E.g. Blue Jays, Owls, Ravens, Avengers, Mountaineers, Alpiners. Classes will be able to vote on the different options.
- New Montessori teacher has been hired to replace Ms. Javic while on leave.
- **Action:** Volunteers needed to cut out 20 Christmas Tree templates for the Christmas Concert.
- We are looking into building a STEAM room. We have received a commitment from the District to build a STEAM room in collaboration with the school and PAC.

5. Treasurer's Report

- Fundraising:
 - i. Hot Lunches - \$6,824.63. We fundraised \$7,482.57 but we had to take into account Munchalunch Stripe Fees and 30 cent transaction fee for each order that totalled to \$657.91.
 - ii. Movie Night: after all expenses paid - \$1,391.64
 - iii. Mabel's Labels for \$127.09
 - iv. Total Fundraised: \$8,343.36 (this includes Hot Lunch that has not happened yet)
- Bank Account Info
 - v. Current Gaming Grant balance: \$16,140.10
 - vi. 2021/2022 Balance: \$9,443.55
 - vii. 2022/2023 Received: \$8,280
 - viii. Less Community Event (Welcome Back BBQ/Meet the Teachers): \$1,583.45
 - ix. Current Operating Account balance: \$45,485.92

- x. Hot Lunch Deductions still to happen: approx \$7,600
 - xi. Notable Reimbursements:
 - Classroom Enhancement to Emma Salamanca (\$300), Tracy Pass (\$245.76) and Anisha Gidha (\$100)
- The Treasurer can provide a copy of a Profit/Loss Report and Balance Sheet in December.
 - Updates of Quickbooks with real time banking information has not happened due to absence of the Treasurer.
6. DPAC Report
- DPAC did a report back on the Action Plan for Learning. Aspenwood's goal is a literacy goal and SEL.
 - A detailed summary will be shared through Ms. Close's Newsletter
 - Next DPAC meeting is Nov 30th.
7. Grade 5 Leaving Committee Update
- Gingerbread cookies have been received
 - Bath bombs have been ordered
 - Items will be for sale at the Christmas Concerts
 - Hoodies have been ordered
 - New Square machine has been purchased for the PAC, so can now take tap/swipe/chip payments at in person events. It will be stored in the safe. The treasurer approves the sign out and use of the machine, and keeps track of who has it. Users will be required to change login details each event for authentication purposes. Upon returning the machine, the user must confirm they have removed their own cell number.
8. Parent Education Coordinator Update
- Topics of interest: Online Safety, Teaching kids to read
 - i. Our school district is emphasizing Learning How to Read.
 - ii. Are there resources we can pursue through the Parent Education Coordinator regarding best practices of teaching kids to read. Ms. Close to connect with the District Literacy Coordinator.
 - iii. Guidance from teachers and parents on topics to pursue.
9. Events and Activities Update
- Arts by Kids have arrived. A few items are still outstanding. If you don't receive your items by November 25, please contact the Arts By Kids organization.
 - Pj's and Pancakes:
 - ACTION:** Volunteers needed. Dec 9th, please provide us with the criminal record checks if you volunteer.
 - Family Dance - Nov 18

- Family paint night - The PAC has decided to cancel this event as there is a limitation on numbers and it is cost prohibitive.

10. Hot Lunch Update:

- Ordering for Winter Hot Lunch is open until Nov 25.
- We have received credits from A&W as there were some issues with previous orders during the Fall Hot Lunch.
- No cancellations/change requests are possible after ordering.

11. New Business

- Book fair volunteer schedule has been created. Please email us if you are interested in volunteering.
- Discussion about how parents and teachers can remain connected about the curriculum so parents can offer support. Can teachers include some conversation prompts in the planners?
- Learning to read - Teacher autonomy to own their resources. Teachers collaborate to make sure there is consistency among the grades.
- Potential upcoming purchases. Jessica will put together a full proposal to review at the next meeting:
 - i. Rubber bouncy balls
 - ii. Purchase of two TV's (Spring order)
 - iii. Spotlight rental for Christmas Concerts
 - iv. Dress shirts for the choir
 - v. Potential for a garden grant for the start of an outdoor classroom. Is this an issue for vandalism and wildlife? CDMC follow up by Ms. Close.

12. Adjournment

- Next meeting is **January 19, 2022 in the library.**
- Adjourned at 8:36 pm