

APES Parent Advisory Council Meeting

November 4, 2024

3:30 pm - 4:30 pm

APES Library

MINUTES

Present: Linda Poon, Bob Wilson, Adriana Ratzlaff, Amy Armstrong, Nicole Carter, Michelle Volkart; guest attendee: Sarah Wegelin

Regrets: Lori Larwill, Carolin Aldinger, Kristen Loewenstein

1. Meeting called to order at 3:30 pm.
2. Financial Report - Treasurer
 - o See attached financial report
 - o Amy reported there was also recently a deposit from Feeding Futures grant and Mabel's Labels
3. Principal's Report – Bob Wilson
 - o Bob reviewed new proposed policy around cell phone/device usage within school, which will be a new inclusion to the Code of Conduct; asked for feedback from PAC
 - All in agreement with new proposed policy
 - o Bob reviewed new APES Attendance Protocol (School Division has made attendance a priority); this new proposed protocol was developed in partnership with other principals from K-3 schools within the school division. Purpose of protocol is to address chronic absenteeism (defined as missing 10% of a school year); protocol is strengths-based, focuses on maintaining and leveraging relationships between schools and families, and is intended to identify and reduce any barriers to students participating in school
 - All in agreement with new proposed protocol
4. Teacher's Report – Linda Poon
 - o Drumming starts November 14th
 - o Linda has also arranged for two other dance/music opportunities for students (November – fiddlers to teach music/square dance; end of February – another dance group coming to teach)
5. Fundraising Update – Nicole Carter
 - o We have been approved to run West Coast Seeds fundraiser starting January 15, 2025 for a period of 3 weeks
 - **ACTION: Nicole will send blurb to Jen Elliott to circulate to parents notifying them of upcoming opportunity to order seeds (to get ahead of folks who may order seeds early)**
 - o Spirit Wear – Nicole got quotes from Off The Wall; they would be able to make logo'ed wear (long sleeve shirt, hooded sweatshirt, or sweatpants) all at a cost of \$25/piece.

- o Discussion by group of whether we want to use this as a fundraising opportunity; group decided to keep as affordable as possible now and not add onto price; discussed the possibility of selling spirit wear in the future as a fundraiser as needed
- o Discussed opening a selling window before Christmas, and possibly again a second time later in the year (e.g. spring)
- o Bob offered that samples could be kept in school office, if parents wanted to see/try on samples before ordering
 - **ACTION: Nicole will follow up with Off the Wall to determine how much lead time on orders is required, cost associated with adding words (APES/Alexander Park) onto gear in addition to logo, as well as full cost with tax**
 - **ACTION: Nicole will develop flyer showcasing options; Amy will put this onto Muncha Lunch system for easy ordering**

6. Workplan

- o See attached workplan for updates on specific projects
- o Guest Sarah Wegelin spoke to group about potential of offering a Poi Club at noon hour
 - Would be offered to grade 3 students to start; Sarah requested leading a group of max 10 participants at a time; if there is high interest, club could be offered by class (with each group getting 1-2 sessions)
 - Sarah would like to explore the possibility of it culminating in a performance opportunity (e.g. lining up with Snow King Festival)
 - Sarah knows of some high school students who may be interested in volunteering to help lead (Sarah will explore option of students getting extra credit)
 - Sarah would need funding to purchase materials for student to make their own poi (approximately \$100 should cover); if possible, Sarah would be appreciative of receiving an honorarium for her time
 - **ACTION: Bob will check in with grade 3 students at beginning of December to gauge interest**
 - **ACTION: PAC will review and approve costs for running program at next meeting, and will confirm with Sarah by mid-December.**

7. Meeting adjourned at 4:40 pm.

Next meeting: December 2, 2024 @ 3:30 pm

Alexander Parks Elementary School PAC Financial report October 2024

	Gaming Account	Chequing Account
Revenue:		
Hot Lunch		54.50
Fundraiser		
Event		
Gaming	3780	
Total Revenue:	3780	54.50
Expenditures:		
Hot Lunch		1227.95
Fundraiser		
Event		
PAC		40.97
Childcare		45
Teacher Allowance		1600
Total Expenditure:	0	2913.92
Cash in Bank September 24	764.50	18875.95
Cash in Bank October 24	4544.23	16016.53

APES Parent Advisory Council Workplan Sept 2024 – June 2025

CSH Pillar	Goal	Activities	Timeline	Lead Person Responsible	Updates/ Notes	
<i>Partnerships and Services</i>	Increase opportunities for learning about cultures that make up our school.	1. Host a multicultural event (potluck, teaching dance, games from different cultures, etc.)	End of February 2025	Michelle to call initial planning meeting	<ul style="list-style-type: none"> • Discussion about our original idea possibly not lining up with the vision CBAL has for multicultural work, and that it also may not be feasible for the families we are hoping to engage • ACTION: Michelle will call initial meeting (including Katherine Hamilton, CBAL Settlement Worker) to discuss event further • ACTION: Michelle will extend invitation to participate to all school parents (outside of current PAC membership) 	
		2. Support learning connections within classrooms about different cultures			<ul style="list-style-type: none"> • To be discussed as part of multicultural event planning meeting 	
	Host opportunities for families to become involved in the school community.	1. PAC to host an event (e.g. parents’ tea) as part of spring Welcome to Kindergarten	May 2025			
		2. Host Summer Celebration event	June 2025			
<i>Teaching and Learning</i>	Support recreation opportunities for all students.	1. Skating	Jan/Feb/March 2025 (earlier preferred by teachers)	Bob	<ul style="list-style-type: none"> • Bob will plan 	
		2. Swimming lessons	May/June 2025	Bob	<ul style="list-style-type: none"> • Bob will plan 	
		3. Yoga classes	January/ February 2025	Michelle/ Bob	<ul style="list-style-type: none"> • Michelle provided update from Jenna Fullerton; she would be available late fall/winter; can teach Mondays or Fridays; cost would be \$50/half hour lesson • Discussion about total cost (10 classes, each having 3 half hour sessions = \$1500); suggestion of asking Jenna to teach 5 classes per day • Bob suggested good start date would be January 20, 2025 • ACTION: Michelle will follow up with Jenna to confirm her interest; if she, Bob requested Jenna contact him directly to arrange classes 	

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		4. Circus Club (once/week at lunch time)	Jan/February 2025	Bob/Amy	<ul style="list-style-type: none"> • see meeting minutes for further details • Bob will gauge grade 3 student interest at beginning of December • PAC/Amy will confirm with Sarah mid-December
	Support music and art programs/classes.	1. Rhythm by Nature drumming program in classes (partner with Linda Poon)	November 2024	Linda	<ul style="list-style-type: none"> • Drumming begins November 14th
		1. Support creation of new mural in school entrance	No specific timeline	Bob/Michelle	<ul style="list-style-type: none"> • size of mural: 8 x 8 feet • costs associated would likely be materials, stipend for artist • Amy suggested exploring with Kicking Horse Culture about possible future partnering to expand art/theatre opportunities that come to town into schools • ACTION: Michelle will connect with Logan from Kicking Horse Culture to explore leads for local artists who may be interested in mural and future partnership opportunities
<i>Social and Physical Environment</i>	Increase sense of belonging for students and staff to school community.	1. Provide APES tshirts for all students	December 20, 2024 @ Santa Breakfast	Nicole	<ul style="list-style-type: none"> • Many tshirts left over at the school, however most are in non-desirable sizes (XS) • Linda offered to measure all students for their tshirt size during library times • Discussion about ordering all tshirts in same colour (grey) • Tshirts will be handed out to all students at Santa Breakfast on December 20th • PAC will cover cost of tshirts for all students • ACTION: Nicole will inquire about getting samples from Off the Wall to provide to Linda • ACTION: Linda will measure all students tshirt size
		2. Sell APES spirit wear (hoodies, sweatshirts, etc.)	Before Christmas 2024; again in spring	Nicole/Amy	<ul style="list-style-type: none"> • Nicole provided update on available gear (see meeting minutes for more details) • ACTION: Nicole will follow-up with Off the Wall re: ordering details, and develop flyer to be circulated to parents • ACTION: Amy will add ordering option to Muncha Lunch
		3. Pay for installation of Buddy Benches on school grounds	End of June		<ul style="list-style-type: none"> • Bob to find more information from other schools

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		4. Partner to host Santa Breakfast	December 20, 2024	PAC members	<ul style="list-style-type: none"> • PAC helps to serve/clean up, buys groceries • <i>ACTION: Nicole will reach out to Rotary member Bruce to discuss partnership for hosting Santa Breakfast</i>
	Increase opportunities for outdoor learning and connection to nature.	1. Build an outdoor classroom/structure on school grounds.	Long-term project (multi-year)		<ul style="list-style-type: none"> • Bob to find more information from Nicholson School about their outdoor classroom