

Sherwood Park PAC Minutes

Meeting date: May 29, 2019

In Attendance:

Parents: Karmyn Turner, Bruce McCoubrey, Emina Deversivic, Christy Mahoney, Anna Willis, Jennifer Reid, Meredith Briden, Anna Morrison

PAC Exec: Gina Madeo, Anthony Lyons, Sharon Boglari, Penny Swords

Administration: Sanjeet Johal, Kelly Curry

Meeting called to order at 7:05 pm

The PAC would like to thank the Coast Salish people, specifically the Tsleil-Waututh Nation and the Squamish Nation, on whose traditional territory our School District resides. We value the opportunity to learn, live and share educational experiences on this traditional territory

Motion to approve the April 10, 2019, minutes made by Karmyn Turner and seconded by Christy Mahoney.

Principal's Report – Sanjeet Johal

- The 2019/20 school calendar will be published on Thursday.
- The updated curriculum requires students to do a self-assessment on four core competencies. These will be available to parents on Friday.
- School planning. The administration met with 2 PAC exec to develop our school plan for next year. There are 2 goals & associated indicators:
 - Goal 1: Improve literacy skills across K-7 (implement a consistent and comprehensive reading program, e.g., literacy circles, guided reading)
 - Goal 2: Build a sense of safety and respect, grounded in socio-emotional wellbeing (introduce the Second Step program, which teaches decision-making & positive thinking). A parent information session will be held in Sept/Oct
- Enrollment for next year is expected to remain steady at 425 students. Teachers have started to build classes – these may change after the first week of school, depending on enrolment.
 - English = 189 students (Primary: 2 straight classes/3 combined; Intermediate: 4 combined classes)
 - French = 236 students (Primary: 5 straight classes/3 combined; Intermediate: 3 combined classes)
- Sports Day (June 14)
- Volunteer recognition tea (June 13 @ 1:30 in atrium)
- National Indigenous Peoples day (June 21) – Big idea is “connection to local land through oral story” (Assembly will be held June 20)
- Thank you to the PAC for their hard work and support of the school

Update on Food Policy:

- Sherwood Park is implementing Policy 305: Health Promotion in Schools that applies to all food that is sold in the school (including fundraisers). The policy was published in the 16 May 2019 PAC newsletter. 50% of all meals offered should contain food items from the “choose most” category.
- The hot lunch team is reviewing how best to implement the policy. Next year's hot lunch will include pizza, sushi, magic lunch, and bluhouse. There is room for another vendor if a parent is interested in running it.
- A discussion was held around how often to offer hot lunch – parents in attendance agreed that once a week is sufficient, although exceptions could be made for a juice/smoothie vendor. Overall, we need to keep the same number of days in order to maintain this revenue stream. The hot lunch lead will discuss dates with the school administration to ensure there are no conflicts with the school calendar.
- A parent asked if we could consider switching to “Play First then Eat” on hot lunch days to make it easier to distribute the lunches. Staff have discussed and would prefer not to make this change. Sanj will consult with staff to see if they have any suggestions for how to better manage hot lunch distribution.

- Hot lunch raised \$17K for our PAC this year and is our single largest fundraiser
- Sanj will also work with staff to design a policy around left-over food from hot lunch days
- Carnival this year will be following the new food policy
- New water fountains are on back-order (we currently have 3 working fountains). The school will also be adding water bottle fill stations and new trough sinks for primary students in the summer.

Technology update

- Sherwood Park administration would like to purchase a full classroom set of laptops for Intermediate students (30 laptops). This was previously discussed at two prior PAC meetings.
- The laptops need to conform to NVSD standards in order for them to be supported by the district.
- Sherwood Park has applied for a district grant that would fund \$10,000 towards the purchase of 15 laptops, but unfortunately was not successful in that application.
- A full set of 30 laptops will cost approximately \$26,000 – this should be considered a 5-year investment.
- Sherwood Park PAC has approximately \$40,000 in retained earnings.
- The PAC has approached a couple of sponsors for funding but has not been able to secure funding at this time.
- PAC executive are looking into options to assist with purchasing laptops and will present further information to parents once available.

Update on current year budget

The 2018-19 budget vs actuals was circulated at the meeting. We are waiting for a number of invoices to come in but are projected to finish the year on budget.

2019-20 budget

A draft budget was previously discussed at the April meeting.

The revised budget was discussed. The following notes were raised:

- No \$ have been allocated for Grade 7 farewell as they have not needed the funding over the last few years
- The budget for sports programs and performing arts has been reduced
- Seycove Auction may not occur next year so we will not be able to rely on that income
- We will revisit the original teach wishlist once we have confirmation of Seycove Auction funds.

A motion was made to approve the revised budget, subject to the following amendments:

1. Remove Saleema Noon – this occurs every two years (last presentation was 2018/19)
2. Suspend iGuy/Girl for one year while the district Second Step program is piloted
3. Add \$2,000 to cover facilitation for Second Step
4. Remove parent seminars

Motion was unanimously passed

Election of PAC executive

The following parents are elected to the 2019/20 PAC executive:

Co-chairs: Penny Swords, Chris Ricard, Anna Willis

Secretary: Tristan Newby

Treasurer: Anthony Lyons

Volunteer positions

There are a number of volunteer positions available for next year. These will be published in the next newsletter. Thank you to all parents who volunteer.

Other business

A parent asked if it is possible for the PAC to distribute photo consent forms at the beginning of the school year so that we can publish photos in our newsletter and website. Sanj will meet with Penny to discuss how to do this.

Meeting was adjourned at 8:45 pm. Next meeting: September 25 @ 7pm
<https://www.facebook.com/sherwoodparkpac> | sherwoodparkpac@gmail.com |
<http://sherwoodparkpac.weebly.com/>

2019/20 PAC meeting dates: Sept 25, Nov 13, Jan 22, Apr 15, May 27

Sherwood Park Parents Association

Approved 2019-2020 Budget

Income

	Budgeted Amount 2019-2020
Ordinary Income	
Hot Lunch	\$14,500.00
Gaming Funds	\$10,000.00
Student Direct Funding (parent donations)	\$7,000.00
Community supporters	\$0.00
Events/Fundraisers	
Card Project	\$1,000.00
Trivia Night	\$300.00
Carnival	\$1,000.00
Total Income	\$33,800.00

Expenses

Teacher's Discretionary Expenses	
Classrooms	\$4,400.00
Jump Start	\$500.00
Learning Services	\$800.00
Library Books and Displays	\$600.00
Teacher's Wishlist	
Literacy Materials	\$6,000.00
Student Extra-Curricular/Education	
Performing Arts - Education	\$5,000.00
Performing Arts - Performances by Arts Groups	\$2,500.00
Fitness/Sports Programs	\$4,000.00
Author Presentation	\$600.00
Health Workshops	\$2,000.00
First Aid Training (Grade 6 only)	\$0.00
School Improvements/ Safety	
Beautification	\$500.00
Emergency Preparation	\$500.00
Traffic and Safety	\$300.00
Student Events	
Fun Day	\$250.00
KM club	\$500.00
Administration	
Bank Charges	\$400.00
Kitchen Supplies	\$250.00
Meeting Costs	\$400.00
Office Supplies	\$200.00
Student/Community Giving	
Discretionary Food Allowance	\$650.00
Family Support	\$1,000.00
Scholarships	\$1,000.00
Kindergarten Welcome Party	\$200.00
Other Expenses	
Teacher's Appreciation Lunch	\$1,000.00
Thank You's	\$250.00
Total Expenses	\$33,800.00
Net Surplue/Deficit	\$0.00