

ACES Meeting Minutes Sept 14, 2023, Google Meets, 7:30pm

In Attendance: Roddy Ward, Janelle Schmidt, Maureen Stick, Rob Kindrachuk, Jolene Gunn, Pamela Higgins, Jenny McNabb

Item	Topic	Discussion /Action	Follow Up By Who/ When
1		call to order 738pm agenda updated and approved by Rob , seconded by Shawna last meeting minutes approved by Rob and seconded by Shawna	
2	Presidents Report	• Met with Chris R earlier this week • Welcome tea - thank you Shawna and Pam; Tim Hortons coffee & timbits, lots of leftovers that went to teachers • Rose ceremony - went well • Turf done over summer; maintenance cost has been asked, division will take care of cost; • Lunches - hot lunch program; issue: volunteer time (people to serve lunches), high school students? School council liked hot lunch program but didn't have time to help out; decision was not to proceed to due issues; food for learning cold lunches still available for alpenglow students in need • Split classes - due to low numbers to make big enough classes to support a full teacher; fridays planning to bring ages together • Marketing: kindergarten is a feeder group, we don't offer Friday for this age group, maybe this was a deterrent? discussion to add that half day friday could be to an advantage; other schools currently do offer friday? Chris R and Hans suggested this to be a good idea; If we want to be comparable? Survey to the community? ERS doesn't start kindergartens on friday - they gradually start them. Decision should be communicated to CRPS before new year • Marketing: citable facts that confirm reading is not an issue; • Half day Fridays - is this still working for parents? Would it be easier if we followed the same schedule as the rest of the division? • division got approval for an other EA for Alpenglow; we have confirmed someone until December • Teachers are asking for substitute teacher coverage for more discussions from continued curriculum development - 7 days with 3 subs per day (\$4200). Query if a facilitator would be helpful to ensure that outcomes are achieved as a result of these sessions. Query if some further direction or goals of the	• Roddy motions to approve support for andrea barnes to attend indigenous conference • Roddy and Janelle to have conversations regarding outcomes, goals, and duration of the continued curriculum development. • Roddy to follow up on the delivery date for the MOU for ACES to be able to budget appropriately • continued discussion regarding kindergarten friday programming • Roddy and Janelle to query support for new teachers with regards to Waldorf and nature immersion training

		sessions could be identified. Query time required for this process. • PD release time for an indigenous conference for Ms Andrea Barnes, would require 1 day of sub time - approved • Waldorf mentoring was ~ \$5000 from summer conference attendance by Ms Chandi and Ms Andrea - very beneficial slideshow overview of learning highlights provided to ACES • University of Florida program - literacy and reading program. Would require sub coverage costs for teacher attending. It sounds like a division wide program.	
3	Fundraising Report	• fundraising coordinator position still vacant • the school photo fundraiser is running smoothly. A huge thank you to Abdulla Moussa, our volunteer photographer! • board approved moving forward with christmas concert basket fundraiser • Tip tap pay as an option for winter festival + the christmas concert. 1.5% fee for each use for tip tap pay. order online with monthly device subscription + shipping (\$210 for the month) • A parent volunteer did sign up for the ACES merchandise - yahoo	• Recruit volunteer for ACES merchandise sales position • Jolene to communicate with Maureen regarding recruitment of volunteers for the christmas concert basket fundraiser • Tip tap pay - Shawna will review process
4	Festivals	• Open house was successful however many families treated it as a drop in. Would have been great to have families attend the introductory talk. • Welcome tea was successful • Winter festival - more support for Shawna would be ideal. Soup could be something that could be cut from the event in order to reduce stress. Plan to reach out to volunteers to create a winterfest committee in advance. Enjoyed the vendor tables with handmade goods.	• Janelle to connect with Shawna regarding Martinmas and Lantern festival • Roddy to suggest a name change for the open house • Shawna to begin prepping volunteers for involvement in Winterfestival
5	Secretary	• Jolene to review financial aid form • Maureen to submit monthly hours to Rob for review and approval of payment • Roddy and Maureen to create process for bi-annual check in and yearly performance review for the role of admin assistant - potentially fall and may • suggested to have financial review at each board meeting • Jolene to add new processes to board role descriptions	• Maureen can share monthly expenses and budgets with Roddy and Janelle in order to inform them for meetings. • Roddy and Maureen to schedule bi-annual "check ins/performance review" • Jolene to add new processes to board role descriptions • Maureen to submit monthly hours to Rob for review and approval of payment

	Financial Review	• CRPS MOU will impact the budget • surplus has accumulated in recent years. discuss a capital project for the school with surplus funds - brainstorming sessions could be valuable. • typically contingency is 1-5% of annual revenue	• Rob to schedule a planning session for capital projects. • Jolene to review financial aid form
	Administrative Report	• budget amounts for mercurious \$8800, handwork \$1500, outdoor equipment \$1000, outdoor programming \$15500 (+\$4500 for grade 6 trip) - Maureen will communicate with teachers. What is the best method for us to inform teachers of these budgets? Maureen will email staff and we will keep Chris R in the loop as well. • summer training funds to sacramento - would be good to have them notified earlier in the school year in order for them to plan in advance • query new teachers need for training specifically with nature immersion and waldorf in mind • would be good to have Maureen connect with new teachers to introduce ACES to them • Maureen to continue newsletter and post regarding volunteer engagement	
6	Meeting Adjournment	952pm motioned by Shawna	