

Ecole Robert H. Smith Parent Council Meeting Minutes

Attendance: Danielle (Chair), Stacey (Treasurer), Amy (Secretary), Adam Dyck (Principal), Sarah Arnold (Vice Principal) and 6 parents.

Date: November 4th, 2025

Call to Order – 6:09

1. Approval of the Agenda – motion by Sara L., seconded by Craig, motion passed.
2. Approval of Previous Meeting Minutes – motion by Craig, seconded by Stacey, motion passed.
3. Administrators Report
 - Indigenous Ed Update
 - i. A grandmother will be supporting RHS with several initiatives including:
 1. Working on land statements. Individual and team statements will be developed with the goal of students connecting their statements to their relationship with the land.
 2. Developing a three sisters garden in the spring.
 3. The school is looking to engage Indigenous community members to share their perspectives on Indigenous education in response to a question from a recent principal's meeting – how do you engage your Indigenous community beyond students?
 - Student Advisory Council (SAC)
 - i. Started in late October with grades 4 to 6 as a venue for student perspective/feedback, like parent council. Intention is to meet on the 2nd Monday of the month so student perspectives can be shared with parent council in a timely way as appropriate. Discussions are happening about engaging the early years students in a meaningful way. A lot of good ideas are coming from this group.
 - ii. Feedback on Halloween dance
 1. Positive – wasn't scary, it's a great place/time to hang with friends, snacks, photo request, DJ took requests
 2. Several suggestions including: a way to win tickets so they don't have to pay for them, making the 2nd floor a haunted house tunnel for those who want it scarier, more games inside/outside, food (burgers, hotdogs and pizza), more decorations, chillout area, selling Halloween toys.

3. Specific to the costume competition – students wanted to vote for best costume and wanted to see results. Parents discussed having a sign up to enter, having it earlier and setting a time for the announcement. Considerations around voting to ensure it's not just a popularity contest.

iii. What would they like to see in the school?

1. Drama, debate club, dancing/singing/musical, art club, possibly have an art show at street fest.

iv. The SAC will be involved in planning spirit week December 15-19.

- Holiday Hampers

- i. Fundraising requests and donation lists have gone out to students. Delivery will be Dec 11/12. Food donations will be stored in classrooms and students will pack the food boxes. Parent volunteers will be required for gift shopping, wrapping and deliveries.

- Fencing

- i. New fencing with a gate is being added around the outdoor classroom space on the southwest corner November 5th. There is a vision for this space to be geared towards the N/K students.

4. Chair's Report

- Fundraising Update – Rafflebox

- i. Ended up with \$3,905 in sales. The payout to the winner was \$1,952.50
Fees = 7% to Rafflebox and online processing fee = \$459.67
Net total raised was \$1,492.83

- Halloween Dance Report

- i. Overall, the dance was low on parent volunteers. Only 58 of the 72 (80%) spots were filled with many parents volunteering for more than one spot. These types of events cannot happen without the support of the parent community. Many strategies to increase engagement were discussed including more proactive communication, increased signage at the school, backpack reminders, and using events like the open house and parent conferences as recruitment opportunities.
- ii. Took in \$2,620.25 in revenue. Expenses after returns were \$2,668.59 for a net loss of \$48.34. This is better than in previous years.
- iii. Photo booth – This is often where we lose money, and uptake was lower this year than previous years. This year there were 34 groups who took pictures at \$4 per group. The cost for 2 hours was \$577.50. The booth was scheduled

6:15 – 8:15 and some groups missed out not knowing it closed early. This was also an area that did not have volunteers scheduled the entire time. Next year we could look at doing our own with a Camera and adjust price to per photo.

5. Treasurer's Report

- Financial Report
 - i. Last year the PAC had to dissolve its charitable status and close out associated bank accounts. In the interim, finances have been going through the school on a separate budget line. PAC needs to open a new bank account and resume this function.
 - ii. Mr. Dyck is hoping to have a financial report for the next PAC meeting.

6. South District Advisory Committee – Appoint Representative

- Vinni has volunteered to be the RHS rep going forward.
- Mr. Dyck will send out the minutes from the last meeting when available.

7. French Immersion Advisory Committee – Appoint Representative

- Next meeting is November 13th

8. Previous Business

- N/A

9. New Business

- Polar Bear Club – Jason Stow
 - i. Polar bear clubs allow students with parental consent outside when temps go below -27, but it requires teachers to volunteer for supervision. It may be difficult to offer consistently; however, some teachers have expressed interest, and the school is preparing to launch in January. The division has guidelines for safety and if students are not dressed appropriately, they cannot participate.

Opportunities to supplement teacher supervision with parent volunteers may be available. Mr. Dyck and Mme Arnold will send out consent forms and information at a later date.

- Holiday “Regifting” Shop – Candice and Carolyn
 - i. Parents would like to host a regifting shop for students where the school community donates gently used or new items for a store where students buy items and wrap them for their parents/caregivers. Items are all priced the same (i.e. \$1.00), and plans will be in place to ensure all can participate. It's not meant to be a fundraiser; the purpose is for kids to be able to purchase something independently with money and surprise adults in their life.

There would need to be at least 620 items to ensure enough for all students. Candice and Carolyn will draft a message to parents with more information and make the call for donations

There is an opportunity to partner with students from Kelvin to run the shop with parents. Mr. Dyck will explore opportunities.

Next Meeting: January 13th @ 6:00 pm in the library

Meeting Adjourned at 7:55 p.m. motioned by Jason, seconded by Sara L., motion passed.

DRAFT