

## École Robert H. Smith School Parent Council Meeting Minutes

Attendance: Danielle (Chair) Amy (Secretary), Stacy (Treasurer), Sarah Arnold (Vice Principal) and 8 parents.

Date: April 14<sup>th</sup>, 2026

Call to Order – 6:05 p.m.

1. Approval of the Agenda – motion by Jill, seconded by Candice, motion passed.
2. Approval of Previous Meeting Minutes – motion by Jill, seconded by Stacy, motion passed.
3. Administrators Report
  - Class Composition
    - Staffing complement has been received. School of choice registrations have opened but don't close until May 15<sup>th</sup>, so it's possible there will still be changes. Overall enrollment is anticipated to be down 10-12 students.
    - The following classroom composition has been approved, but is still subject to change based on final enrollment
      1. One nursery and two kinder classes. There are less than 40 kids registered in Kinder at this time. Combining to multi-age here is still possible.
      2. Two classes per grade from grades 1 – 4 with class sizes varying from 16 – 24 students.
      3. Three - 5/6 multi-age classes
      4. There will be 1 grade 6 English class.
    - Learning Support Teachers - One for N-3, One for 4-6, One for Indigenous/ Outdoor Education and 0.5 LST if there is 1 nursery class, which may change based on final enrollment.
4. Chair's Report – N/A
5. Treasurer's Report – No updates from previous meeting.
6. South District Advisory Committee – Next meeting – April 30<sup>th</sup>, 2026 @ Churchill High School
7. French Immersion Advisory Committee – No date announced
8. Grade 6 Farewell Committee
  - Just under \$1200 so far.
  - Pizza lunch fundraisers run through Munch-A-Lunch are being planned. Pre-sale and a call for grade six parent volunteers for all pizza lunches have been sent out.
  - Freezie Fridays will likely also start soon.
  - The event theme (voted by students) is VIP. A photobooth and DJ are booked. Food (voted by students) will be pizza and salad, with drinks and Oh Doughnuts.

- A memory book and bracelets are being created.
- Event will be held June 23<sup>rd</sup> in the gym. Volunteers will be required.

#### 9. Previous Business

- 2026 Staff Appreciation May 4<sup>th</sup> to 8<sup>TH</sup>
  - There are roughly 35 staff – will be confirmed to share with parents

**ACTION:** Danielle will send out a sign-up sheet for parents to contribute snacks and food throughout the week.

#### 10. New Business

- Fundraising – Halloween Dance
  - This event often runs a small deficit and because it is early in the year, it can be difficult to form a new parent advisory council and coordinate this event. It would remove some pressure from next year's PAC if a fundraising opportunity to support the dance was set up before the end of this year.
  - We raised about \$1500 with the 50/50 last year.
- Approval to pull a lottery license and fundraise up to \$3,500 for the 2026-27 Halloween Dance via RaffleBox 50/50. Motion by Stacey, second Vinni. Motion passed.

**ACTION:** Danielle will pull a license to run a 50/50 early in the 2026/27 school year.

Next Meeting: May 6<sup>th</sup> 6 p.m. in the library

Motion to adjourn – motion by Stacey, second by Vinni. Meeting Adjourned at 7:12 p.m.