

Ecole Robert H. Smith Parent Council Meeting Minutes

Attendance: Amy (Secretary), Adam Dyck (Principal), Sarah Arnold (Vice Principal) and 13 parents.

Date: February 10th, 2026

Call to Order – 6:06 p.m.

1. Approval of the Agenda – motion by Craig, seconded by Katie, motion passed.
2. Approval of Previous Meeting Minutes – motion by Vinni, seconded by Craig, motion passed.
3. Administrators Report
 - Process for Determining Classroom Composition
 - Classroom composition is a complex process with many variables considered –enrollment numbers, teacher allotment, gender balance, behavioural and academic needs and friendships being a few. The process involves teachers, administrators, assistant superintendents and the use of computer programs to ultimately land on composition and student placement for the school year.
 - There is not a set policy for multi-age classrooms at the school. Over the years there have been lots of successes in multi-age classrooms, as well as some challenges. Enrollment numbers often play a big role and can be challenging to work with. For example, RHS has approximately 50 students per grade. The province encourages a class size of 20 in grades 1 – 3 and 25 in 4-6.
 - Feedback after classes were made last year included that the 2/3 splits had the same students as the younger/older of the cohort two years in a row. There is going to be an effort to avoid this situation in the future.
 - School registrations happen February 17th. The school is anticipating knowing preliminary enrollment and staffing in early March. RHS Administrators will meet with assistant superintendents to discuss what options may be available and will bring information back to PAC in March/April for discussion and feedback.
 - Discussion and feedback from parents included that they would like a bigger role in helping their children identify preferred friends that contribute to student placements. **Action:** Closer to class composition time, Adam will send an email to parents outlining criteria for friendships to contribute to preferred friend lists after the overall composition is known.
4. Chair's Report – N/A
5. Treasurer's Report

- The funds raised from the 50/50 draw need to be disbursed. **Action:** Adam and Sarah will facilitate purchasing of games/activities for classrooms.

6. South District Advisory Committee – January 29th Meeting Report

- Matt Henderson presented on several topics, including the proposed budget.
 - Discussion and questions from parents regarding literacy and numeracy ratings going down and if budget allocations should be further directed to these areas instead of others (land acquisition for a permanent land-based learning site being an example). Families are invited to share input on the draft budget by February 20th [2026/27 Draft Budget: Share Your Input](#). There is also a public budget consultation on Tuesday, February 24th at 5:00 p.m. at the WSD Administration Building.
 - Overall enrollment in the division is down about 150 students, expenditures expected to go up 4.5% (mostly due to salary harmonization)
 - Assuming a 2% increase in the mill rate on property taxes (for the average household that is \$95 a year – not approved yet)
 - Division website is being overhauled and there is discussion about a data hub to include additional metrics such as number of positions that go unfilled. On average there are 20 positions a day in the division that go unfilled. There is already information on [class size](#) and [attendance](#).
 - Playground funding – school can apply for \$100,000 from the board of trustees every 10 years. Applications can also be made to the Heritage Fund for an additional \$100,000.
 - Division recommendation is that parent council meeting should not be longer than 1 hour.

7. French Immersion Advisory Committee – February 4th Meeting Report

- There was not a representative at the meeting.

8. Previous Business

- Nutrition Program – Observations and Updates
 - i. School funding allows for providing snacks for students. Over time, some kids are having multiple snacks a day. There are concerns of parents not being aware of their child’s consumption. Teachers are encouraging kids to eat the food sent from home first. The school would like to update how things are going. Ideas from parents included having students bring the garbage home from snacks consumed from the nutrition program which aligns with past lunch/snack processes and maybe having a snack

schedule. There were also questions about what other schools with similar funding and low need are doing.

Action: Adam will send an email to parents regarding observations to receive feedback

9. New Business

- Grade 6 Farewell
 - i. Initial meeting held today with two people volunteering as co-chair with sub committees to be formed to plan the event.
 - ii. The committee will be looking to fundraise to \$5,000 (~\$1,000 each for photo booth and DJ), \$1,500 – 2,000 for food, ~ \$1,000 memory books and funds for decor). This is in line with past budgets when increasing costs are considered. **Request to fundraise up to \$5,000 for grade 6 farewell - Motion by Katie, second by Aimee. Motion passed.**
- 2026-27 Fun Lunch Coordinator
 - i. We need a fun lunch coordinator for 2026-27. This role takes ~1-2 hours per month, including being present on fun lunch day. This role could be shared by two people, or a subcommittee of PAC could be created to organize for next year.
Action: Sarah will add a call out for volunteers with more detailed information to an upcoming week at a glance, and PAC will supply a 1-page handout to go in backpacks to recruit volunteers.
- Street Fest – will defer to March agenda.

Next Meeting: **March 3rd** 6 p.m. in the library

Quorum was lost 7:00 p.m. Meeting concluded at 7:30 p.m.