

Terrace Road Elementary School Parent Advisory Council Minutes

Thursday, 10 April 2024 – Hybrid Meeting

1. Call to Order

The TRS Parent Advisory Council (PAC) meeting was called to order at 6:09 pm by Jacek Krzywicki (Chair).

2. Welcome parents and special guests

Approximately a dozen parents and guests were physically present or online, including:

- Dan Buchanan Principal
- Linda Josue Parent
- Melissa Kelly Parent
- Jacek Krzywicki Chair
- Sean McCoy Secretary
- Jason Sokolosky Vice Chair
- Heather Sorensen Treasurer, Parent Association
- Tracey Tran Fundraising Coordinator, Parent Association
- Melissa Valgardson Outdoor Classroom & Community Garden Coordinator,
Parent Association
- Jenny Somerville-Welsh Parent

3. Approval of the agenda

Jacek moves to approve the agenda; seconded by Heather.

No objections. Motion passes.

4. School update

- a. Special Guest: Ms. Heather Wacker, Kindergarten

Due to a personal issue, Ms. Wacker was unable to join the meeting as planned.

- b. School business: Dan Buchanan, Principal

Principal Buchanan reminds us that the spring dance is coming up next week on April 18. The DJ is booked, and Dan's arranged for a photo booth!

The CBE Budget for the 2024-25 school year is coming out tomorrow. CBE projects 194 kids at TRS in the coming year. However, Principal Buchanan will budget conservatively for less than 194 so that additional funding can flow to the school in the fall rather than having to (potentially) cut in the fall. He notes it is a challenge to manage the COVID "bubble" cohort moving through the school, but Dan will do his best to give kids consistency through his planning.

Principal Buchanan mentioned many upcoming events (e.g., Grade 6 visit to FE Osbourne, Patrol Picnic, Indigenous music and storytelling residency). Please see the weekly TRS email for specifics.

Outdoor school booked for next year for Grade 5/6 (Camp Chief Hector).

c. Q&A

- How accurate are the CBE projections? In aggregate, pretty accurate, but splits between divisions matter to budget and they are less accurate in specifics.
- What came of the discussion on agendas? The email survey results were 55 to 45 in favor of moving away from agendas towards another option, to be determined. With this information, Dan and teachers are discussing whether to move away from agendas and the alternatives.

5. Approval of previous minutes

Jason moves to approve March 8 meeting minutes; seconded by Heather.

No objections. Motion passes.

6. Board reports

a. Chair: Jacek Krzywicki

Our May 2 meeting will be cancelled in lieu of having Jessica Janzen (a motivational speaker) who will share her experiences with parents. Jessica's presentation will be in the learning commons at the normal time.

Jacek has created a website for the [Parent Fundraising Association](#). Take a look!

Name change and bylaw re-registration is going for the fundraising association.

b. Vice-chair: Jason Sokolosky

Jason announces he's resigned as chair of MCA. Council thanks Jason for all his hard work in the community (and is happy he continues here)!

c. Secretary: Sean McCoy

No updates.

d. Key-communicator: Tammy Dewan

Not present.

e. Volunteer coordinator: Amber Hamilton

Not present.

f. Fun Lunch Coordinator

Not present.

7. Upcoming meetings

The next meeting will be held in a **hybrid format on Thursday, 6 June 2024 at 6 pm.**

A reminder of upcoming meetings in 2024:

- 6 June 2024

8. Adjournment

Jacek moves adjournment; seconded by Heather.

No objections. Motion passes.

Meeting adjourned at 7:04 pm.

Minutes respectfully submitted by Sean McCoy, Secretary

Please see next page for Terrance Road Parent Fundraising Association Minutes.

Terrace Road Parent Fundraising Association Minutes

Thursday, 10 April 2024 – Hybrid Meeting

The Terrace Road Parent Fundraising Association (TRPFA) Meeting was held immediately following the Parent Advisory Council Meeting to discuss matters concerning fundraising to support Terrace Road School.

1. Call to order

The Parent Advisory Council Association meeting was called to order at 7:05 pm by Jacek Krzywicki (Chair).

2. Executive Reports

a. Chairperson: Jacek Krzywicki

Jacek provides an update on the bylaw situation. He notes that AGLC notified us that our bylaws did not comply with the requirements for a non-profit organization receiving AGLC casino funds. The specific issue is that our membership rules limit membership to parents and guardians of students at TRS.

We discuss options to resolve.

b. Vice-Chairperson: Jason Sokolosky

No updates.

c. Secretary: Sean McCoy

Sean has not made progress on D&O insurance since last meeting but will do so for next meeting.

d. Treasurer: Heather Sorensen

Review of accounts and current spending with a focus on the general account.
Discussion of future parent social events and a guest speaker.

Consensus that Jessica Janzen would be a good speaker and that the Association will support the council in organizing:

- May 2, TRS Learning Commons
- Seek out other school (e.g. FE Osborne) council/association involvement but proceed regardless.
- Melissa will look at an Eventbrite account allowing a private event
- Melissa will share a link with TRS and the pre-school
- And, if needed, invite Montgomery community (Jenny emails Aleta).

e. Fundraiser: Tracey Tran

Our next option for fundraising is “Growing Smiles” (garden items for spring). Do we want to do this?

Consensus around table is yes!

Deadline May 10 for orders; May 24 for delivery.

f. Casino Coordinator: Vacant

Not present.

g. Outdoor Classroom & Community Garden Coordinator: Melissa Valgardson

Melissa will be installing the new outdoor classroom fence shortly. She is working with teachers to get students more interest in what is planted in the outdoor classroom.

Discussion about how to boost TRS engagement with community garden.

Could Melissa come in to speak to classes about the community garden, etc? Yes, she is happy to work with Dan to arrange.

3. Requests for funds

Heather moves to approve up to \$2000 for Jessica Janzen’s presentation (Casino account). Melissa seconds.

No objections. Motion approved.

4. Next meeting date

The next meeting will be held in a **hybrid format on Thursday, 6 June 2024 following the Parent Advisory Council meeting.**

5. Adjournment

Jacek moves adjournment. Jason seconds.

No objections. Motion carries.

Meeting adjourned at 8:10 pm.

Minutes respectfully submitted by Sean McCoy, Secretary