

ACES Meeting Minutes October 17, 2017, Alexia McKinnon's home, 7pm

In Attendance: Lindsay Williams via Skype, Alexia McKinnon, Melanie Wood, Ronna Schneberger, Maureen Stick

Item	Topic	Discussion /Action	Follow Up By Who/ When
1	Call to Order Approve Agenda	Call to Order - Motioned by AM, seconded by MW Approve Agenda - Motioned by LW, seconded by MW	
2	Approve Minutes	Approve minutes from September 19, 2017 motioned by MW, seconded by LW	
		Reminder for next meeting to do Board Governance 101 by Alexia.	
3	Playground Update		
3.a	Alexia	<ul style="list-style-type: none"> • Asking the board to approve the funds for the planning document for playground planning. Got estimate from Earth Scape. The lead on this company is Calgary based – Ground 3. They are landscaping architects – test ground and soil and will be able to tell us what we will need to do to complete this playground. Cost is \$6890. And the funds will come from existing monies. This is the conceptual design – what it might look like. This should be ready mid-December. • Ronna – do we pay more funds every time we change scope? • Alexia – yes – we will get a concept and after we present to our society members, if we change scope it would cost more. • Melanie – I have been looking for shade in our playground and for storage – can we include this? • Alexia – yes I believe shade is part of the plan and we can feed these wishes into this. <p>Alexia Motion to approve \$6890 for the conceptual plan for the</p>	

		<p>playground from the existing budget using ground 3</p> <p>Melanie – 2nd</p> <p>All in favour</p> <p>No oppositions</p>	
4	President's Update		
4.a	<p>From Lindsay Williams, Vice President</p>	<p>Meeting that Lindsay have with Chris and Hans, they wanted to focus on parent council.</p> <p>Got google document for creating the parent council.</p> <p>Have some interest for president, secretary, vice president. We will need chair, vice chair and secretary.</p> <p>Once we have those positions filled, Chris and Hans will meet with them regarding governance.</p> <p>After that, ACES council won't have much to do with parent council.</p> <p>Melanie will be more in touch with the parent council as her festivals are more linked to what they will be doing.</p> <p>Melanie – can we get a deadline that this will happen?</p> <p>Lindsay – goal of 1st parent meeting in November</p> <p>Ronna – how are we going to think about how we will strategically get Waldorf information to this parent council so that they are in line with the mission and goals</p> <p>Alexia – would like to ask if we can get a written presidents report as well as updated budget</p>	<ul style="list-style-type: none"> • Lindsay – review the document then to get back to Chris and Hans to solidify the mission and the goals • Maureen – with Lindsay - letter to parent body asking for interest • Lindsay – clarify how parent council will align their tasks with Waldorf • Nicole – written president report for last 2 months • Lorna – updated financials for last 2 months
5	Admin Update		
5.a	<p>Maureen</p>	<ul style="list-style-type: none"> • school photos going well, unsure how much fundraising we will get, might look at different avenue next year • volunteering – still to be ironed out link between teachers and parents and online website 	<p>Maureen – to connect with teachers to review volunteer system and how important it is to track</p>
6	Community Development Update		

6.a	Melanie	<ul style="list-style-type: none"> Shipping container is a no from Chris Rogers, we still need storage how can we do this Shade – want to have a decision made before spring so we can have shade up before the sun is hot; can we put it out to parents and/or businesses in town for help? Possibly have email out to see if there is any designers or architects in our members who might be interested in taking over the design and implementation. Eavesdrops – no eaves so items are wet and kids are getting wet standing under it; in winter the water freezes PA system is loud and disrupting to classes Ask Chris Rogers for clarity regarding security checks. Are parents aware how to get one and how often. Should a reminder be sent. 	<ul style="list-style-type: none"> Lindsay – ask Chris R what storage options there are in the school for us Nicole – report back on status of shades; why do they not want to provide shade or why do they not want to follow health & safety guidelines Nicole – talk to Chris R regarding added in eavesdrops on the deck Nicole & Lindsay – check in with Chris & Hans regarding loud PA system; is there a new phone system coming that would solve this problem Maureen & Melanie – look at old ECP sign and see if Mr Vandelee might be able to update it for us Ask Chris R for clarity regarding security checks. Are parents aware how to get one and how often. Should a reminder be sent.
6.b			
7	Festivals Update		
7.a	Melanie	<ul style="list-style-type: none"> Martinmas play is getting taken on by Grade 2 Sandwich boards – going to put chalk paint on these so we can use at festivals Looking for paint brushes for festivals – want to purchase more 	<ul style="list-style-type: none"> Maureen - talk to Melanie about paint brush purchases and markers? Maureen – Melanie to send me a list of what is needed and I will call out for volunteers
7.b	Melanie	<ul style="list-style-type: none"> What is cost for vendor tables for Winterfest this year - \$75 (\$50 was last year) Ronna – look at who ran the Winterfest rooms and contact them to see if they will do it again this year Mercurius – inventory needs to be done; in future task Treasurer to inventory? Are we looking for someone to take over retail – our why is that we are trying to get good quality products in the home – bring the Waldorf home; Ronna to pick up some Sarah’s Silks from Jane Matthew Springfest – add it to next month – what do with Springfest 	<ul style="list-style-type: none"> Ronna to help Melanie set agenda for 1st meeting Maureen – send out newsletter – quick shout out for people to take over room at Winterfest (all volunteer hours) – Melanie to send her list Maureen – ASAP find orders for Winterfest in Oct/Nov Melanie – do inventory of mercurius to see what we have and what we need to run winterfest

8	Treasurer Update		
8.a	Lorna	Not present Please circulate updated financials.	Lorna – updated financials
9	Fundraising		
9.a	Lexi	Nothing to add. Ronna – possible furniture fundraiser – could we find someone to take this on – decision is we don't have capacity to do this, Ronna to call Laura and tell her to pass it on	Maureen – touch base with Neil and get Mabel's Labels address updated and get a cheque from him
10	New Business		
10.a	ACES Funding Requests	From Amy – need clarity on funding request for learning support. Add to November meeting	
10.b	Ronna	Waldorf education – forgot book, so not doing it.	
10.c	Ronna	Books for school – Librarian is requesting more books for younger kids. Ronna has asked to find if the books in the classrooms are accounted for. Proposing for \$300 for books as a starting point. We are keen to support the teachers with new books.	Ronna will ask for list and cost to bring back to the table
10.d	ACES Planning Sessions	Agendas, Leads, Location November 2 nd . Ronna – talked to Nicole if there were summaries from last strategic planning session to bring forward and use as launching spot	
	To discuss for November – pentatonic flutes for other classes.		Maureen – find out if we have pentatonic flutes (2 classes were to have been purchased) and if there were ukelale's purchased. If they were ordered, where are they, if not order them. Let

			Graeme know its back on the order. Lindsay – to ask Ms Noer if she has flutes
11	Old Business		
11.a	Ronna	<p>Mentorship program</p> <p>Lindsay – last meeting with Chris R it was not discussed. I will bring it up next meeting.</p> <p>From Ronna – inter mentorship, for the experienced staff to mentor newer staff</p> <p>Aces supports admin in finding mentors for our teachers.</p> <p>Put this in???????...</p> <p>Lindsay – currently the school has no playground supervisors, will bring it up in next meeting with Chris R</p> <p>We budgeted for .5 EA as well so kindergarten could have their own EA, but was not filled – will ask in next meeting.</p> <p>Decks were supposed to be redone with shades and was not done.</p>	
11. b.	Ronna	Ronna – where are things at with master agreement.	Nicole – update on master agreement and curricular advisor.
11. c.	Ronna	<p>I summarized notes from conversation café.</p> <p>How do we use this information to make things happen?</p>	Ronna and Alexia to meet and review.
		Next meeting Tuesday November 21, 2017 – 7pm	Amy – to book library for this meeting
12	Meeting Adjourned – Motioned by Alexia, seconded by Melanie.		