

ACES Meeting Minutes September 19, 2017, 68 Ridge Road, 7pm

In Attendance: Lexi, Melanie, Amy, Ronna, Shannon F (exited after Community Development Update), Nicole

Item	Topic	Discussion /Action	Follow Up By Who/ When
1	Call to Order Approve Agenda	Call to Order - Motioned by Nicole, seconded by Ronna Approve Agenda - Motioned by Nicole, seconded by Ronna	
2	Approve Minutes	Approve minutes from June 27, 2017 motioned by Lexi, seconded by Ronna	
3	Playground Update		
3.a	Lexi	<p>Playground survey results: 57 respondents, all but 1 = yes; the no said there isn't enough information, please define natural playground, and share information on costs.</p> <p>If we proceed, we will formulate a committee. The committee will pursue the design, planning and costing of a playground as per the delegation from the parent body (demonstrated by the survey results). There would be a consultation component to this.</p> <p>Authority would be given (or not) at a later stage, based on the findings of the committee, for the actual building of the playground.</p>	
3.b	Shannon/Lexi	Shannon, Lexi, Hans, and teachers (perhaps others too) met with Earthscape (a company that develops natural playgrounds). The company is aligned with Alpenglow's vision. The fit was high. Confederation Park and the new Ralph Klein park in Calgary were done by this company.	
3.c	Shannon	The planning, design and costing generally costs 2-3% of the total budget. A small daycare space costs \$50-100K. We could have costing in December.	
3.d	Shannon	Teachers have shared their needs and vision for the space with	

		Shannon and the potential consultants.	
3.e	Lexi	<p>NDP government has a policy around playground builds for new schools. They have grants for such programs. We will pursue this to see if we can receive the grant even though we aren't a new school.</p> <p>Lexi has also tested interest with the Lawson Foundation and the TD Foundation regarding potential grants. Lexi has existing relationships with these foundations. Lexi has approached Leigh Ann Betts about supporting fundraising if we pursue the playground.</p>	
3.f	MOTION	Proceed with planning, design and costing motioned by Lexi, seconded by Nicole, all in favor (all), any against (none). Motioned passed.	Nicole meeting with Hans and Chris tomorrow. Shannon will send Nicole an email update to share with them to keep them in the loop.
3.g		Playground roles and responsibilities, including the development of a committee	Lexi, Lindsey and Shannon will meet to come up with a plan (terms of reference) and will report back to ACES.
3.h	Shannon	<p>Alpenglow Sign at back of school – Shannon met with someone (Jason Carter – Jason would charge us a daily rate) who is keen to do a sign for the school. He is prepared to work with the students to come up with something that reflects the “nature” of the school. He also writes children’s books – Trickster Tales, which is part of the Grade 3 curriculum. There are requirements from the town around font size and other parameters but these can potentially be flexed given that the sign is not facing the street. The sign could potentially be created using a CNC (like a router) to transfer the design to a board using the highschool shop.</p> <p>There are fundraising opportunities that we may be able to leverage to support this.</p>	Nicole will raise this idea with Hans when she meets with him tomorrow.
4	President’s Update		
4.a	Nicole	No update	Nicole will pull a report together to report back on President

			items, including master agreement status. This will be done within 1 week.
5	Admin Update		
5.a	Maureen	Not present	
6	Community Development Update		
6.a	Melanie	<p>Melanie met with Hans. Items discussed summarized below:</p> <p>Hans to follow up on signage or a barrier on the fire road – “authorized vehicles only, children at play”</p> <p>Hans to follow up - Move Farmer Christian’s hose and discuss his parking spot (can he park off the grass and further back)</p> <p>Garbage and recycling needs to be addressed.</p> <p>Shipping container for storage – Melanie has a quote for a shipping container with shelves included. Hans is open to this idea; it was raised with him by Chandy in the past. Location could be beside existing one or inside fenced area. We currently pay for a storage unit.</p> <p>Shade – this still needs to be addressed. Shade sails are in our possession. A design has been articulated for how to use them. We will defer this item to the spring.</p> <p>Climbing ropes – cut into lengths so that they can be of use to the students. They will be stored on a garden hose holder (one inside and one outside).</p> <p>Storage unit – ECP stuff has been moved. Numerous other items have been moved out.</p>	<p>Nicole to follow up with Hans on the need for shade over the picnic area.</p> <p>Nicole to follow up with Hans on the PA system.</p> <p>Nicole to discuss the possibility of classroom reps with Hans or other ways to improve communication with teachers so that they can be more successful and supported.</p> <p>Nicole to discuss access to the kitchen with Hans.</p>

		<p>Eavestroughs – we need these.</p> <p>PA System – this airs in the Alpenglow classrooms. It is a disruption in the classrooms. The content of the announcements (e.g. what is being served in the cafeteria) is largely not relevant to the classrooms. Hans said that there is someone coming to look at the phone system. They are hoping that this can be addressed at the same time.</p> <p>CCHS Kitchen – Would be good if we had a connection with the kitchen.</p>	
6.b		Title and job description for Melanie's position.	This will be addressed when we meet to discuss roles and responsibilities for all ACES members.
7	Festivals Update		
7.a	Melanie	Denyne had left over wood disks; Melanie picked these up, they are now on her back deck. There are also some files that she has shared with Melanie.	
7.b	Melanie	<p>Chandy laid out dates for festivals for 2017-2018. These should be communicated to ACES and to parents.</p> <p>Melanie plans to assign festivals to specific people/classes. Example – Grade 1 covers the kindy welcome tea.</p>	<p>Melanie to check on dates for all festivals and will report back to ACES.</p> <p>Melanie to develop a proposal for how festivals could be assigned across the grades, how they will work with teachers to implement them, who will lead them. Ronna will support Melanie with the development of the proposal.</p>
8	Treasurer		
8.a	Lorna	Not present	
9	Fundraising		
9.a	Lexi	Fundraising items are laid out in a plan for the year.	Raffle – still needs to be officially closed. Melanie will close by

		<p>Continue bottle depot. Continue and remind people of Mabel's labels.</p> <p>Organic Box – Will give us a coupon code to give to parents. A % of orders will come back to Alpenglow to a maximum of \$5000 per year.</p> <p>Missing Link Sausage – resulted in funds of \$800 in the past. Could be revamped.</p> <p>Cooking class at Paintbox – Lexi is asking Sara about this.</p> <p>Flowers – Jill will lead this.</p> <p>Pictures – Maureen will lead this.</p> <p>Raffle – Lexi will start looking for someone to cover the raffle. Melanie will train them. We will adjust the timing (earlier).</p> <p>Casino application – Tasked to Lexi.</p> <p>Halloween Bash – Lisa can't coordinate. She had booked the Opera House. We are going to take a pass on this.</p> <p>Outdoor dinner – Long white table. \$150 per plate. On site, garden, chickens.</p> <p>Square dance – Lexi to talk to Kaleigh</p> <p>Grant writing – Lexi will lead.</p>	<p>October 15th.</p> <p>Lexi will update fundraising plan according to the summary beside.</p>
9.b	CIP Grant	Next funding cycle is in December.	Lexi will lead this going forward.
10	Director at Large		

10.a	Mentorship	Can we facilitate peer to peer mentorship between those that have benefited from more interaction and guidance from Virginia and those that have not.	Ronna has a list of ideas for mentorship. She will share with Nicole and Lindsay. Nicole to discuss with Hans.
11	New Business		
11.a	Lexi	ACES members plans and priorities	To be addressed during all day planning session
11.b	Amy	Professional development for teachers	Nicole to get parameters for this from Hans tomorrow. Nicole to talk to Lindsey about leading this.
11.c	MOTION	Graeme's request for \$500 for "Foundations of Purpose" course at Banff Centre. Ronna motion to approve graeme's request for \$500. Seconded by Amy. All in favour (everyone). Any opposed (none). Nicole and Lexi declare conflict of interest as employees of Banff Centre and abstain from vote.	Amy to let Graeme know of decision and request that he fill the appropriate forms out.
11.d	Melanie	Gift for Mr Tim Ronna motioned to allocate \$50 for a gift for Tim, seconded by Nicole. All in favour (everyone), any opposed (none).	Melanie to lead
11.e	Melanie	Lunchtime/playground supervisors -	Nicole to raise this item with Hans tomorrow.
11.f	Amy	ACES meeting procedures - who needs to be asked for agenda items, who needs to receive minutes, what is the role of parents in the meetings and how do they stay informed. ACES meetings every month. Executive meetings every 2 weeks.	Nicole to discuss with Hans tomorrow.
11.g	Lexi	Governance training for ACES board	10 minutes of every meeting to be dedicated to this. Amy to

			incorporate into subsequent agendas.
11.h	Nicole	Parent Council Process	Nicole to follow up with Hans on the process for establishing the parent council.
11.i	Amy	ACES all day planning session	Amy to pull together a doodle poll covering Saturdays and Sundays between now and the end of October.
11.j	Melanie	Friday fieldtrip planning	Deferred
11.k	Nicole MOTION	Formal thank you to all those who made the chicken coop Ronna motioned for maximum of \$100 to be dedicated to a thank you for chicken coop volunteers and staff. Amy seconded. All in favour (everyone). Anyone against (none).	Nicole to lead.
12	Meeting Adjourned – Motioned by Lexi, seconded by Ronna @ 10:40.		