

**ACES Meeting Minutes December 20, 2016 CCHS**

ris, Hans, Denyne, Ronna, Kathleen, Maureen S, Maureen F, Chand, Nicole, Neil, Shelly, Lorna, Lindsey, Andrea (7:30) and Lana (7:30)

	<b>Discussion /Action</b>	<b>Follow Up By Who/ When</b>
<b>der</b>	<p><b>Call to Order</b> - Nicole motioned, Chand seconded</p> <p><b>Approve Agenda</b> - Neil motioned, Amy seconded</p>	
	<b>Approve minutes from November 15, 2016</b> Neil motioned, Nicole seconded	
<b>update</b>		
	<p>Teacher wish list has been updated. Items are prioritized. Base 10 block set was purchased with a donation from Dan Sparks. Teachers will use these sets. Will test durability and assess whether more sets are needed going forward. Eurythmy rods would be desirable. Monika H can advise on how to make. We have a \$230 credit with Usborne books that can be used for early readers.</p>	<p>Teachers to confirm that the early readers. Chand to send the details for the Usborne (ACES to confirm budget that available (\$2000). Maureen priority items to Maureen (v budget).</p>
<b>update</b>		
	<p>Mission and vision and code of conduct update – response to questions raised at the last council meeting. Part of what is guiding Alpenglow is the Canadian Rockies code of conduct (this is available on their website). This is divisional policy. The document provides guidance for teachers and parents. The document provides broad guidelines with flexibility to respond in manners that meet a particular schools needs. At Alpenglow, there is also the parent handbook. In addition, staff have been working on building a code of conduct to guide Alpenglow. The current draft of the framework is based on the concept of “heads, hearts, hands” which is an approach that guides a lot of teaching at the school. Teachers have started to define what each of these means - Heart: Giving heart (I have a giving heart), Community (I belong); Head: Choices (I make my own choices); Hands: Skill Building (I am growing). At the centre of these is Safety (physical, emotional and social). Across all of these concepts are Strategies and Tools (there are resources that are available; some of which will be a good fit for Alpenglow; Hans and the teachers are considering the resources) and Looks, Sounds, Feels (what does this look like on the playground, in the halls and in the classrooms). The Strategies and Tools and Looks, Sounds, Feels has been fleshed out by the teachers. It will be further fleshed out and incorporated into the classroom and playground. This framework will continue to be developed. Objective is to build a common language across classrooms, with parents, supervisors and with administration. Framework is built on the Medicine Wheel approach.</p>	<p>Next steps: Looks, sounds, feels to be made clear. Framework be communicated broadly (i supervisors). There will be e ways to work this concept in classroom. There will be add conversations with teachers to discuss how to work this i classroom. Hans is planning Calgary Waldorf school to g further intel. Letter to paren update on the process to da steps will be distributed to t by administration (Hans).</p>
<b>late</b>		
	<p>Hiring extra supervisors for recesses - must pay for at least three hours of work at AB minimum wage (as of October 1st = \$12.20/hour) to comply with Alberta labour laws. The supervisors would be used on the playground but would also allow the EAs to spend a bit more time in the classroom. Cost at \$12.20 per hour for 1 supervisor is \$5,380, at \$15/hour for 1 supervisor the cost is \$6,615. Cost at \$12.20 per hour for 2 supervisors is \$10,760, at \$15/hour for 2 supervisors the cost is \$13,230. Person/s hired needs to be interactive. The need to provide more than just supervision. They need to engage and direct the children towards appropriate activities. CRPS would lead the hiring process. The supervisors would need to be trained to meet the needs of Alpenglow. Hans has been advised on the process used as ERS for hiring and engaging. It is</p>	<p>Need to build training proto parent volunteers and for hi supervisors. We have a start (framework above and past experience) to build from fo should be included in the tra procedure. ACES will pull tog</p>

	<p>realistic to think we could be hiring by mid-January. Parent volunteers could fill the gap. They would be briefed by administration on what we are trying to achieve on the playground in advance and could provide the administration with feedback on what they think needs to change on the playground to ensure a safe, happy and healthy environment for the students.</p>	<p>input for Hans and Chris on what we would like to have included in the training procedure as well as a description immediately. An email call out on email right away request feedback with 24 hr turnaround training with Dave – Forest Park</p>
	<p>Update on revisions to master agreement and the 3-year plan. Nicole and Lindsay met with Hans and Chris. All are in agreement that it is time to update the agreement. The school has matured and is an established asset within the school board. Hans and Chris will be our partners and advisors on developing a successful agreement. This is high priority for ACES in January. ACES will do leg work and seek feedback/advice from Chris and Hans as well as the parent community at large. The Alternative Programs Handbook will help guide our role within the broader school board.</p>	<p>Executive will review the original master agreement as well as the Alternative Programs Handbook. Strategy session could be held over the holidays. Lana to build draft for building the strategic plan. The master agreement will be a key component.</p>
<b>Hiring additional supervisors</b>		
	<p>Lindsey motions to hire 2 additional supervisors for the remainder of the school year, to be hired as soon as possible. All in favour: unanimous. Any against: none. Motion passed.</p>	
	<p>Idea is for 2 positions. Start at 10:15 for 3 hours. No break. \$15/hour. This will be part of the job description, which ACES will provide to Hans and Chris.</p>	
<b>Outstanding Items from Last Meeting</b>		
	<p>Deferred to next meeting</p>	
<b>Items</b>		
	<p>Bank account – No current council members or Maureen have signing authority on the bank account. This needs to be updated.</p>	<p>Maureen knows the process to update the bank account. Council members need to act. Executives that have not done so, need to set up professional</p>
<b>Future Reports</b>		
	<p>Screenagers – There are a lot of costs associated with this event (\$500 plus \$165 for audio, and then half of revenue). January 19th was identified as a potential date for CCHS.</p>	<p>It was decided that we need to make a decision on this for now. There are many higher priority items that need to focus on. In the meantime, Council members should view the video.</p>
	<p>Spring Fling – We have a connection on a caller (Leslie) for a square dance.</p>	<p>Neil will look into venues for the event and book a venue for Halloween year.</p>
<b>Business</b>		
	<p>Library update – Deferred until next meeting.</p>	
	<p>Family felting mornings – Deferred until next meeting.</p>	

	ACES meetings to take place on January 10 and 24th. Waldorf talk at Calgary school on January 17 <sup>th</sup> .	
	Professional development budget for teachers. Policy and procedures handbook needs to reviewed to see what the professional development policy is. It may need to be revised to be more robust/comprehensive.	Lana and Denyne will review and procedures documents laws.
	<b>Motion to adjourn</b> by Neil, seconded by Lindsey	
	<b>Meeting Adjourned</b>	