



École Charleswood School

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Oct 8, 2025, Meeting
Ecole Charleswood School Library, 6:30 p.m. – 7:30 p.m.

Meeting Minutes

Attendance: Lori, Susan, Lisa, Heather, Rachel, Ashleigh, Randi, Heather, Carla, Megan, Diane (Vice-Principal), Peggy (Principal), Tyler, Christa, Pamela, Lisa, Cassandra

Trustee attendee: Linda Karn

1. Call to Order – 6:31 pm
 2. Welcome and Introductions: Lori
 3. Minutes and Agenda (Lisa)
 - Additions or amendments to the agenda
Motion to adopt amended agenda (Ashleigh, Tyler) - Carried
 - Review and adoption of minutes from previous meeting
Motion to adopt meeting minutes (Susan, Lisa) - Carried
 4. Council Reports
 - Lunch Program (Peggy in lieu of Pam) – adjusted eating time, license to leave for Gr 8 happening, Gr 7 license to leave after Thanksgiving, kids need to earn license to leave and if there is disrespectful behaviour, then they will not get license to leave or will lose it for a week, if they lose their card there is a \$1 replacement fee
 - Treasurer (Susan) –first fun lunch Sep 23 from McDonalds, paid out rain barrel money owing, gave money to school for recess equipment, \$4,061 bank balance
 - Fun Lunch (Susan) – first fun lunch will be McDonalds. Fun lunches will be once a month on a Tuesday Oct 21 Subway
 - Fundraising (Ashleigh) – two traditional fundraisers and subcommittee will plan for event fundraisers
 - Fundraising: projector with installation and screen will be around \$12,000 (Best Buy grant for \$10,000 will be open in December that will be applied for, could potentially reach out to a local business for gift (will check with division on rules)
 - Funding change raffle: goal is to be done by Christmas (will be for PC gift cards), second fundraiser will be a greenhouse fundraiser
 5. Old Business
- Vote passed for all positions except members at large:
- Co-chairs: Lisa and Lori
 - Treasurer: Suan
 - Secretary: Shelly with Megan to start in January
 - Fundraising- Ashleigh will continue, open to someone else taking over (ideally there would be two)
 - Members at Large- discussion around roles of members at large vs all who attend the meetings, a vote for members at large will be held at the November meeting

6. New Business

- Would like to have a parent information evening with the Constable, Peggy will arrange, and this will be an information evening for parents/caregiving adults– session can be tailored for grades 5 to 6 parents and grade 7 and 8's parents,

Sub committees:

- Bike Cage/Grounds Carla: - Oct 1 – 8 attended in person, 3 online and Peggy attended. Discussed issues, brainstorming to discuss ideas, bike cage is expensive, and the school yard does not have the space, met with the division and did a site visit. Linden Meadows did one on existing pad of concrete, 5 bike racks was \$15,000, Charleswood would be more expensive, Division and committee decided on moving the racks, a camera will be adjusted, will put up 24 hour surveillance, will install gates in three openings, a more current bike rack was given by the division, they are looking for more, a rack is approx. \$800 each. The plan is also to educate students on properly locking bikes, can look at a sign showing proper way to lock a bike. Will reach out to The Wrench to do a training session on bike locking,
 - Community partnerships, Pamela, reached out to Broncos and Charleswood curling rink, Eric Coy: will not be able to assist with bikes, there have been challenges keeping kids to allowed areas of bronco's fields and other areas
- Staff Appreciation (happens in March)
- Event Committee (tied to fundraising)
- Volunteer opportunities – for fun lunches and other activities

7. Principal/Vice Principal Report (Peggy/Diane)

Admin Report

- Posted for a French teacher but there were no qualified candidates: school has done some swaps to make things work. There is not enough French immersion teachers in the city. Question: would the division hire someone without a teaching degree but could be screened (PTSD has note done this but it has happened in other school divisions)
- The school will be sending out letters for unpaid fees, will give some time and then give notice about children not staying at lunch, and not attending field trips for families that don't pay student fees
- Transit bus issues with timing, will have a release signed for kids that need to take a bus before the end of the day. At the trustee level, Linda has asked for a summary of the transit bus issues,
- Babysitting course dates set, can offer 6 classes (2 on each date), Dec 5, Mar 20, Jun 12
- Academic update: grade 6 students are creative, vocal, but are struggling on being able to translate their thoughts to doing work and to take risks. Spelling and literacy groups have been created to help with challenges and work on building resilience.

8. Announcements

- Oct 13: (thanksgiving) no school
- Oct 21: next fun lunch
- Oct 24 no school
- Nov 5: next PAC
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9. Adjournment – 7:45 pm

See Event Committee meeting that followed the PAC meeting below:

Event Committee Meeting Oct 8, 7:30pm

Movie Nights

Possible Dates: Nov 21 (gr 5), Dec 4 (gr 6), Jan 29 (gr 7), Feb 12 (gr 8)

- In the band room to start- see about numbers if we need to go to the gym
- Use a LOFT board for showing the movie
- Pizza by the slice
- Real Wholesale Club for canteen
- Susan to set up square?
- Check with Peggy about ratings for movies
- Ashleigh to set up ticket sales through fundraising side of munch a lunch

Dance a Thon- Feb 27

- We need to get the teachers involved to help hype up the students. The plan would be to collect pledges, and students would attend the dance a thon in the evening by trading their pledge form (regardless of amount raised) for a ticket to enter.
- Sell glow items and food at the event- no preorder
- Event committee plans to attend a staff meeting (November?) to present to the staff and see who would be on board
- Logistically, this could be a lot of work, but will try to streamline to money collection and records
- Will be held in the gym, would have to cancel permits