

THE PINNACLE PARENT ASSOCIATION – MEETING MINUTES

Date: Wednesday May 28, 2025

Location: Virtually

Time: 6:30pm – 7:30pm

Present: Audrey Arnal, Kate Ross, Stefanie Powell, Greg Andrusiak, Jill Marven

Staff: Chantel Crosby, Stephanie Bender, Margo Henwood, Richelle Trudeau, Randy Willmore, Shannon Munro

- **Land Acknowledgment by Audrey Arnal:**
 - *We would like to acknowledge the traditional territories and oral practices of the Blackfoot Nations, which includes the Siksika (See-see-gah), The Pikani(Bee-gah-nee) and the Kainai(guy-nah). We also acknowledge the Tsuut'ina(Soot-tenna), the Stoney Nakoda(Na-ko-da) First Nations, the Region 3 Metis Nation and all people who make their homes in the Treaty 7 region of Southern Alberta.*
- **Meeting called to order by: Audrey Arnal 6:33pm**
- **Welcome by chair and introduction of all present**
- **Introductions:**
 - Audrey Arnal, mother of daughter in red team
 - Chantel Crosby – Principal
 - Stephanie Bender – Assistant Principal
 - Margo Henwood – Red team teacher
 - Kate Ross – Vice president and parent of son on yellow team
 - Richelle Trudeau – Orange team teacher
 - Randy Willmore – Orange team teacher
 - Shannon Munro – Red team teacher
 - Stefanie Powell - Treasurer/Secretary and parent of son on purple team
- **Approval of the May 2025 agenda:**
 - Motioned:** Kate Ross
 - Seconded:** Stefanie Powell
- **Approval of April 2025 minutes:**
 - Motioned:** Audrey Arnal
 - Seconded:** Kate Ross
- **Teacher Presentation: Orange Team (grades 5-6)– Richelle Trudeau and Randy Willmore**
 - **Alternating phys-ed and health and wellness on Fridays.**
 - **Financial literacy**
 - **Comprehension activities**
 - **Expanding sentences**
- **Teacher Presentation: Red Team – Margo Henwood and Shannon Munro**
 - Science curriculum with ELA with space focus for grade 6.
 - Kids loved this.
 - Grade 6 used playing cards to compare planet attributes
 - Used TIDE paragraphs
 - Compare and contrast
 - Kids didn't complain about having to write about this topic.
 - Learned about Rovers
 - Wrote from the perspective of a Rover.
 - Learning about what were good sources for research.
 - Wrote scientific facts about the plants
 - Also did space themed art projects.

THE PINNACLE PARENT ASSOCIATION – MEETING MINUTES

- Science fundamentals
 - Free from the U of C.
 - Looked into the DNA of a strawberry.
 - Can be done in person or virtually; teachers prefer in person.
- Funding request from Margo Henwood for 2025/2026 school year.
 - Drumming residency.
 - School has 24 drums currently.
 - Have used One World Drumming in past residencies.
 - About \$2,855 for 1 week.
 - All grades can partake in this week.
 - School can do no more than 2 residencies in one year; this one and Alien Inline.
 - Audrey Arnal motioned to approve for up to \$3,500.
 - Stefanie seconded.
 - No opposed.
- **Administration Update** - Chantel Crosby, Principal
 - Alien Inline
 - Booked for January 2026 for \$3,622.50.
 - Audrey Arnal motioned to approve.
 - Kate Ross seconded.
 - PATs
 - Kids have started the PATs.
 - Uses a program called Veretta where kids can use voice to text.
 - Upcoming PATs are on reading, math A and math B.
 - Lots of field trips coming up before end of school year.
 - Open House on June 3rd from 9:30am to 11:00 am for new parents and kids.
 - Kate and Audrey will provide slides regarding The Pinnacle Parent Teacher Association (PPA) to help drum up interest.
 - Audrey is going to attend.
 - Reading assessments are upcoming and new.
 - Hiring teachers for next school year.
 - Two junior high teachers for math and science.
 - 1 new elementary teacher joining school.
 - Ms. Paul is leaving.
 - Funding request for treat for Sports Day
 - Will be on June 24th starting at 1:00pm.
 - Requesting a cold treat like popsicles or freezies.
 - Don't require parent volunteers.
 - Will be ~175 students.
 - School has enough freezer space to store the treat.
 - PPA has to directly pay as teachers or staff can't pay using school or personal account as it is against policy.
 - Audrey Arnal volunteered to pay and drop off the treat.
 - Audrey Arnal motioned to approve.
 - Kate Ross seconded.
 - Funding request from Ms. Temple for art supplies for upcoming school year.
 - Requesting \$1,500.
 - Audrey Arnal motioned to fund up to \$2,000.
 - Stefanie Powell seconded.
 - Funding request for end of year Friday lunch
 - Will be 23-26 staff members.
 - Teachers will pick up food from Safeway and PPA can call in to pay.
 - Audrey Arnal will call in the order and pay. Staff will inform Audrey of the order.
 - Jill Marven volunteered to help out via the chat function.

THE PINNACLE PARENT ASSOCIATION – MEETING MINUTES

- Audrey Arnal motioned up to \$500 (final amount will be confirmed later).
- Kate Ross seconded.

New Business

- President update (Audrey Arnal):
 - No update other than asking to send out another reminder about the White Hatter virtual presentation tomorrow.
 - Kate Ross will confirm how long the link will active for if parents can't attend while it is live.
- Vice President update (Kate Ross):
 - Banking update
 - i. Have 2 options to regain online banking access.
 - 1. Business account
 - a. Debit card issued that won't allow for payments which will uphold the PPAs 2 signature policy.
 - b. Access to the new online platform.
 - c. Would need to pay for new cheques.
 - d. Ability to earn interest.
 - e. Minimum balances of \$10,000.
 - 2. Keep our account as is.
 - a. Debit card issued that won't allow for payments which will uphold the PPAs 2 signature policy.
 - b. Online access however to old online platform.
 - c. No need to issue new cheques.
 - d. No interest.
 - e. Lower minimum balance.
 - ii. Board decided on option 2 to keep account as is. Kate will reach out to branch manager to get the debit card so we can regain online access.
- Treasurer/Secretary (Stefanie Powell):
 - Bank account status as of May 23, 2025
 - i. Casino account - \$99,331.77
 - ii. General account - \$10,641.67
 - Bank statements
 - i. Since no online access currently, requested paper statement at \$5/month/account.
 - ii. Will be mailed to the school, kindly send in Stefanie's son backpack when received.
 - Other business
 - i. Will do declaration to ensure grant prepaid credit card funding is utilized following the spending rules. Due by mid-June.
 - ii. Will pay White Hatter vis the prepaid credit card.
 - iii. Discussed option of purchasing accounting software.
 - iv. Could be around \$300 to \$400 per year.
 - v. Benefits include but not limited to centralized location for back up files, ease of financial reporting, and links to the bank accounts.
 - vi. Stefanie will explore options and present to board.
 - AGLC budget planning
 - i. Showed amounts of funding and when expiring in an effort to discuss budgeting with a recommendation of \$40,000 in next school year however was interrupted by a request for budget versus actual reporting. This is doable however we need to set the budget first otherwise there is nothing to formally compare it to, which was the purpose of this conversation however conversation veered off. Stefanie will pick this up again next meeting.

Next meeting Date: Wednesday, June 18, 2025.

- **Adjourned: 7:55pm**