

January 1st, 2026 – Principal's Meeting Summary

Date of Meeting: January 1, 2026

Date of Summary: January 6, 2026

Attendees: PAC members, Principal/Administration staff, Teachers

Next Meeting: February 3, 2026

Main Topics Discussed

1. Upcoming Events and School Activities

a. Hip Hop Week

- **Dates:** January 12–16, 2026
- **Details:** Hip hop classes for all students, culminating in a parent performance on Friday, January 16.
- **Parent Performance:** Scheduling for the parent performance is to be confirmed and communicated.

b. Black Excellence Day

- **Date:** January 15, 2026
- **Details:** Not an official spirit day, but students are encouraged to wear black.
- **Communication:** Information will be shared with families to encourage participation.

c. Digital Literacy Presentations by The White Hatter

- **Parent Night:** January 19, 6:30 PM, held in the school gym.
 - **Format:** In-person with an option for online access for one week post-event.
 - **Promotion:** Flyers/emails being sent and shared via Instagram and notice boards.
- **Student Sessions:** January 20
 - **Grade 4–5:** 8:50–10:00 AM – Focused on digital literacy & internet safety.
 - **Grade 6–7:** 10:30–12:00 AM – Focused on digital literacy, privacy, and opportunities.
 - **Phones:** Grade 6–7 students may be asked to bring their phones for an activity.
- **Feedback:** Teachers are enthusiastic, filling a gap left by Safe Schools' reduced presentations.

d. Hip Hop Performances (Student Presentations)

- **Date:** January 16, 2026
 - **Divisions 9–17:** 12:45–1:15 PM
 - **Divisions 1–8:** 1:15–1:45 PM
- **Parent Communication:** Details to be sent to parents.

e. Basketball Season

- **Start:** January (first practices next week)
- **Teams:** Girls and Boys teams
- **Coaches:** Ms. Peacock (teacher sponsor, girls), Ms. Norris (boys), Kevin (parent coach returning)
- **Season End:** Late February/Early March
- **Notes:** Basketball is a significant extracurricular for students.

f. Upcoming Spirit Days & Assemblies

- **Valentine's Day Spirit:** February 13 – Wear red, white, or pink.
- **Lunar New Year Spirit:** February 17 – Wear red and gold.
- **Pink Shirt Day:** February 25 – Assembly planned; parents will be invited.
 - **T-shirt Orders:** Managed/communicated by Kim.

g. Early Dismissals and Professional Development Days

- **Early Dismissal #2:** February 19 at 1:28 PM (teacher assessment & planning)
- **Pro D Day #4:** February 20

h. Spring Term Key Dates

- **Report Cards:** March 11 (Wednesday)
- **Last Day Before Spring Break:** March 13

2. Staffing Updates

- **Records Clerk:** Angela Steamart retired at Christmas; Jennifer Helpenny has been hired (works Monday, Wednesday, Friday; started yesterday).
- **French Teacher:** New hire, pending official acceptance; first day went well, students and staff optimistic.

3. PAC Financial Overview

- **General Account Balance:** \$38,387.28
- **Gaming Account Balance:** \$7,378.47
- **Purchases:** No major purchases planned
- **Fundraisers:** Order forms for the next fundraiser to go out February 27. Intentionally scheduled earlier in the year.

4. Upcoming Programs and Events

- **Babysitter Course:** Scheduled for May; sign-up details and room assignments to be determined and posted soon.
 - Room options discussed (dance space, gym, room 202)
 - "Save the date" notice to be communicated.
- **Spring Sprint:** Scheduled for April.
- **Fun Fair:** To be held; seeking ways to simplify based on previous year's challenges.
 - Discussion about streamlining, delegating, and documenting planning process (binder/system being developed).
 - Issues with volunteer follow-through noted—particularly in late shifts.

5. Facilities & Maintenance

- **Shed Update:**
 - The current shipping container is moldy and not usable.
 - A new shed was to have been ordered before Christmas but was not; immediate action will be taken to order it.

6. Universal Lunch Program (Feeding Futures)

- **Implementation:** Mandated for all participating schools, permanent, not a pilot.
- **Days Offered:** Monday–Friday (except on PAC-run hot lunch days).
 - **Issue Noted:** Some confusion over scheduling overlap on Fridays; to coordinate with Kim.
- **Program Details:**
 - Free or at-cost to students.
 - Options for special lunches (e.g., field trips).
 - Distribution: Lunches may be picked up from office or delivered to classrooms; depends on demand.
 - No expected additional staffing.
 - Food is catered, mix of hot/cold meals.
 - Mixed feedback: Nutritional, but students might not find some menu items appealing.
 - Parent/child choice remains—students can opt out.
- **Communication:** Need for clarity to avoid double bookings and parental confusion.

7. General Discussion

- **Lunch Preferences:** Extended conversation about children's eating habits, parental challenges, and universal lunch impact.
- **Volunteerism:** Ongoing challenge with volunteer participation and event planning, highlighted need for improved documentation and delegation structure.
- **Meeting Dynamics:** Meeting length noted as concise; minor issues raised and addressed efficiently.

Action Items

1. **Confirm and Communicate Hip Hop Parent Performance Time:** Check schedule and send out details.
2. **Promote White Hatter Parent Night:** Share flyer via email, Instagram, and school board; send reminders prior to January 19.
3. **Notify Teachers About Phone Requirement:** Grade 6–7 digital literacy session on January 20.
4. **Update Parents About Hip Hop Performance Schedule:** Include division breakdown and times for January 16.
5. **Room Assignment for Babysitter Course:** Decide on classroom/space for May event; post 'save the date'.
6. **Order New Shed:** Ensure purchase is completed as soon as possible.
7. **Address Lunch Program Scheduling:** Clarify with Kim about Friday overlaps with PAC lunch; communicate to families.
8. **Develop/Update Fun Fair Planning Binder:** Continue efforts to systematize event planning materials and tasks.
9. **Communicate Upcoming Spirit Days and Assembly Attendance:** Reminder emails to parents (Pink Shirt Day, etc.).

Follow-Up Points

- **New French Teacher:** Await official acceptance before making an announcement.
- **Shed Status:** Confirm order completion at next meeting.

- **Babysitter Course Room:** Assess sign-up numbers before finalizing location.
- **Lunch Program Coordination:** Monitor and adjust processes for universal lunch and PAC lunch days.
- **Volunteer Management:** Continue to refine event planning/delegation systems.
- **Next Meeting:** February 3, 2026 – review outstanding action items and provide further updates.

End of Summary