

2025 – 2026 VASC Meeting Minutes

Date: September 16, 2025

Time: 6:30 pm – 7:50 pm

Location: Hybrid

Attendees: **Varsity Acres School:** Brooke Reilley (principal), Courtney Klein Swormink (assistant principal)
VASC Executive Committee Members: Melissa Chovancek (vice-chair), Meg Bateman (communication officer), Michelle Kwan (VASC co-chair), Chelsea Ezeagwuna (co-chair), , **Members at Large:** Dolapo Ko (regrets)
VASPFS: Mike Morganton (Treasurer, VASPFS), Katrina Van Bunte (President, VASPFS), Anne Harding (vice-president VASPFS, member at large), Greg Hallihan (playground committee chair)
Regrets: Genevieve Swallow-Cheng (volunteer coordinator), Christina (outdoor learning committee), Laura Karl (VASC secretary)

Agenda Item		Speaker	Discussion
1. Welcome and Administration	1.1 Introductions	All	Round table introductions Lots of new parents joined online - almost 20 ppl!
	1.2 Review and Adopt Agenda	Michelle	Motion to adopt by Melissa Seconded by Meg
	1.3 Approval of Previous Meeting Minutes	Michelle	Motion to adopt by Meg Seconded by Melissa

2. Ongoing learning updates	2.1 School field trips and fees	Brooke	<p>School Based fees: School Field Trips and Fees</p> <ul style="list-style-type: none"> - Last year noticing that families were having trouble paying fees (for a number of different reasons (online process, economy etc)). This year moving forward we're making a few changes: <ul style="list-style-type: none"> - Only 2 offsite or 2 inclass (or the combination) activities per year - (In addition) swimming for grades 1-3 - All other residencies and opportunities to be supported by VASPFS - By October sharing the expected costs with families for the year - Teachers may still have presentations, excursions etc that don't have costs - VASPFS created a budget for the school to support families who need help with fees associated with trips/presentation. This is anonymous - only office would communicate with families. This is a process that can cover some/all costs for those who need it. <p>Central fees</p> <ul style="list-style-type: none"> - There is a waiver that you can apply for to waive these fees if needed. This is controlled by CBE - not the school - Includes: buses, lunch supervision and, ISM - school fees
3. Principal Updates and Reports	3.1 Staffing	Brooke	<p>First three days back summary (August - teachers only)</p> <ul style="list-style-type: none"> - Purpose: set intentions for the year, set up classrooms, think about how to welcome students in - TED video: Getting it right - why pronouncing names matter. Teachers shared stories about their own names, about being called the wrong name. Teachers then were asked to design a first day task involving names to build belonging. <p>Staffing Updates</p> <p>Gr 5 Mme. Amamatou Nkap temporary teacher for Stefanie Johnson who is on maternity leave</p> <p>Gr 5 - Mr. Josh Cormier is a probationary teacher</p> <p>Gr 4 Mme Lyna Zamani is in for Mme Kate Maclachlan who is on a parental leave. Mme Zamani was in grade 1 last year.</p> <p>Gr 4 Mme. Sara Whyte is in for Mme Megan Trosch who is on maternity leave. Mme. whyte was in last year as a literacy intervention teacher for grade 1.</p> <p>Gr 4 Monsieur "Bob" Bobeur Ait Salah is on a probationary contract in grade 4.</p>

			<p>Mme. Forbes is 0.8 (doesn't work on Fridays)</p> <p>Up-to date list of teachers can be found on the school website.</p> <p>Open education assistant position that needs to be filled (early October) based on money for enrollment. Halyna Kinasevych who was with us last year retired.</p>
	3.2 Enrollment and ongoing registration		<p>Enrollment and ongoing registration</p> <ul style="list-style-type: none"> - Current 558 students. Down from where we budgeted at and projections. We anticipated we wouldn't meet projections, but still lower than expected. Still space in kindergarten and grade 1. Registration is ongoing for k throughout the year (although we understand that child care is difficult). - Seeds of Spice is moving the k classroom Nov 1 to a different site. The gr 1-5 will remain at Varsity. Any questions about this you are encouraged to reach out to Seeds of Spice directly. - Confirm in early October final numbers and then final budget - School budget is firstly based on spring RAM - this is the planning phase and then finalized with the count on September 30. Depending on what other students come in before September 30 and in what grades this could change classes. Final updates will be available in October. <p>Q - What is the max capacity in k and 1 and where are the numbers sitting?</p> <ul style="list-style-type: none"> - Caps - 100 k (av 25) - currently at 67 (with 4 classes) - Gr 1- 125 (av 25) - currently at 102 (with 4 classes) <p>Q - Where is the facebook link/linked in etc</p> <ul style="list-style-type: none"> - If you can't find it please email Meg and she can support you <p>Q - Didn't they re-draw the boundaries? Why are we short? How are neighbouring french immersion schools?</p> <ul style="list-style-type: none"> - King George k-5 their numbers are down

			<ul style="list-style-type: none"> - 4 communities re designated to Banff trail. That was about 30 students. Those families can continue here if they were already here but siblings would not be able to join when ready.
	3.3 Phys Ed and Music program and residencies		<p>Phys Ed and Music program and residencies</p> <ul style="list-style-type: none"> - Indigenous drumming with Chantal Chagnon (dates to be confirmed) - Physed - Sound Creations dance group for a residency. - Gr 1-3 swimming lessons (would be a parent fee) - Calgary minor soccer association - a parent who works for them, he has gifted the school a soccer week residency at no cost. Spring time! - Tennis will continue (no cost) with our partnership with the community association - Likely looking at a gr 4/5 opportunity to come - still working <p>Upcoming dates:</p> <ul style="list-style-type: none"> - Sept 19 Fall welcome - connecting families and the school community. Starting at 745 - Terry Fox run Wednesday at 9 am Sept 24. More info will come out this week about donations and volunteers. - Parent questionnaire should have been sent from classroom teachers - September 25 - afternoon/evening slots available to book for conferences if needed <p>Q: Will grade 3's have opportunities to learn new instruments? Mme. Forbe does plan different instruments/activities for each grade. She will be at the Fall Welcome and can be emailed with any direct questions.</p>
4. School Council's Update (VASC)	4.1 Welcome!	Michelle	<p>Welcome to everyone in the meeting - we're excited to welcome new families and would love new members to attend council and become part of the executive (see full list above of current members).</p> <p>Other committee - Outdoor Learning committee, and Playground planning committee.</p> <p>Any parent who has a child at varsity is automatically a member of VASC and anyone can be a member of VASPFS</p>

			<p>This year we will continue with hybrid meetings alternating Tuesday and Wednesday nights.</p> <p>Email to reach VASC with any questions or concerns!</p>
	4.2 Meeting Dates for the year	Michelle	<p>Upcoming Meetings:</p> <ul style="list-style-type: none"> - Oct 22 (wed) - AGM - Nov 18 (tues) - Dec no meeting - Jan 21 - Feb 24 - March no meeting - April 22 - May 26 - June 17 <p>Meetings are also posted on the school site - school council tab</p>
	4.3 AGM and roles		<p>Review of what a parent school council is: “The voice of the parent”</p> <ul style="list-style-type: none"> - Represent and inform parents - connect with other parents - connection between school leadership and parents - volunteer opportunities as well as sub committee’s (passion project, ie: outdoor learning committee) - Positions available each year (this is a yearly role and needs to be voted in each year): <ul style="list-style-type: none"> - Chair - chair school council meetings, establish meeting agenda, ensure operating procedures and process established and being followed, maintain ongoing communication with school leadership, be the official spokesperson for the school council, stay informed about school board policy, provide school board with annual report to summarize activities throughout the academic year - Vice-Chair - support chair and co-chair, take on chair responsibilities if absent, key communicator - Secretary - takes minutes, ensure accuracy, share with school

			<ul style="list-style-type: none"> - Communications officer - facebook page up to date, moderate chat in the meetings, help run the computer during meetings - Volunteer coordinator - organize volunteers for events , liaz with VASPFs - Playground committee - chair <p>AGM Oct 22, 2025 will vote in the parent council roles</p>
	4.4 Website and Facebook page	Michelle	If you cannot find the link, please email VASC
	4.5 Before and after school care program updates	Michelle	See update in principal update section above.
5. New playground committee	5.1 Updates	Greg	<p>The playground committee</p> <ul style="list-style-type: none"> - Mme. Brooke organized with VASC to start the committee in anticipation of needing a new playground in the next few years. - If anyone is interested in an opportunity to volunteer - this can be the right committee for you! - Working with Parks foundation to help support the project management. They will help us to know when to start applying for grants and other aspects of the timeline. - Greg will be stepping down as chair - looking for someone to take over - perhaps we have someone in the wings, but others can also put their names forward (to be voted on at the AGM in October) - The outdoor learning committee has already started the process - Mike has attended the AGM for the Varsity community association - they are in line for a big renovation already planned so not in the position to fundraise with us at the moment - Q- when is the playground going to be built? First the school needs to receive notice that the playground will be “closed” or parts of it will no longer be allowed to be used in one year. Varsity has not yet received this notice, but we

			<p>expect it to come soon which is why we are starting the logistics now so that when we come the organizing can go more efficiently.</p> <ul style="list-style-type: none"> - If you are interested you can email VASC and they can forward your email/question
6. Outdoor Learning Committee	6.1 Updates	Michelle	<p>Update from Christina read by Michelle</p> <ul style="list-style-type: none"> - No update as they will meet in early October - City of Calgary tree planning program in the spring. Plans are underway. The city will prepare the soil in the fall. Not sure exactly where they will go yet, but thinking along Varsity Acres Drive and around the learning circle. - The committee focuses on providing opportunities for outdoor learning and activities. They are responsible for adding trees, the Gaga pit, nature playground from the past few years. - Monthly online meetings and everyone is always welcome to join! - If you are interested you can email VASC and they can forward your email/question
7. VASPFS – Fundraising Society Updates and Reports	7. 1 Fundraising update	Anne	<p>Fundraising update</p> <p>Casino Dates</p> <ul style="list-style-type: none"> - Every year and a half to two years - March 8 and 9 - will be seeking 60 volunteers. More info to come! - LocationL Airport Casino - Get 60-80k generally for the school <p>Apple Fundraiser</p> <ul style="list-style-type: none"> - 129 boxes of apples sold - Delivered on Thursday at 1145 - Thursday afternoon pickup and fall welcome from the school <p>Q - could we add the option of \$10 donation in lieu of buying all the apples if that's overwhelming? Generally there is that option added, it just wasn't this time.</p> <p>Healthy Hunger</p> <ul style="list-style-type: none"> - Great opportunity where parents can order a lunch for their gr 1-5 kids.

			<ul style="list-style-type: none"> - About 1/month - 1 hour volunteer commitment 11-12 - We don't currently have a coordinator for this on the backend (computer) or the front end - day of. - Reach out to VASPFS if interested! <p>AGM also next month</p> <ul style="list-style-type: none"> - Always looking for new members! <p>School Dance</p> <ul style="list-style-type: none"> - Katrina and Emma Oct 30 - This takes a lot of volunteer hours - more info to come! - Need a DJ!
	7.2 Volunteer Survey/Sign-Up Sheet		<p>We are not able to reach out directly to parents without permission. A survey has been created for parents to participate in to gain info about volunteer opportunities.</p> <p>Q R code will be on the websites, facebook, went home in the weekly message and Greg will be handing it out at the Fall welcome.</p>
	7.3 Treasurer's Report		<p>Treasurer's Report</p> <ul style="list-style-type: none"> - \$ 39700 internal - \$ 46000 casino - 10k of cheques not deposited yet - Last casino was aug 2024 - have 2 years to spend 46k should not be a problem - Got 83k the last one and the one before 72k - This year have spent a bit over 100k in the school (20 k for furniture and the av system). - Healthy hunger - used to make 5k a year. Last year was \$1100 due to reduced volunteers so reduced number of Healthy Hunger lunches. <p>Q - VASPFS is not a registered charity. The Cbe has a process but it takes awhile if you just want to donate.</p>

8. Other Business and Closing	8.1 New Business and Questions		<p>8.1. New Business and Questions</p> <p>Q - does the outdoor rink get used for gym? In the past it has... during carnival time. Skating is viewed as a “restricted activity” so requires a bit more paperwork. It is more teacher dependent.</p> <p>Volunteer requirements</p> <ul style="list-style-type: none"> - What is the timeline for the volunteer process? - Not every volunteer role requires a police check - any with students directly do (ie swimming, at Terry Fox, field trips etc). If you want to be on a committee, parent council, casino you don’t require the check. - To do the volunteer process it is done online - you will also need to check in with the office. <p>School Patrols? Grade 5’s take this on and are getting trained soon! 2 crosswalks - just after school not in the mornings.</p>
	8.2 Next Meetings		October 22, 2025 (Wednesday) AGM
	8.3 Fall Welcome		<p>Varsity Acres Fall Welcome – September 19, 2025 7:45 – 8:30am</p> <ul style="list-style-type: none"> - Still looking for some volunteers!
	8.3 Adjournment		<p>Motion to adjourn by Melissa</p> <p>Seconded by Greg</p>

Contact Information

Email: vasc.exec@gmail.com

Mailing and Office Address: VASC c/o Varsity Acres School, 4255 – 40th Street NW, Calgary, AB T3A 0H7

Varsity Acres School (VAS) Web Site: <http://school.cbe.ab.ca/school/VarsityAcres/Pages/default.aspx>

Varsity Acres School Council (VASC) Web Site: <http://school.cbe.ab.ca/school/varsityacres/get-involved/school-council/pages/default.aspx>

Facebook: Varsity Acres School Council (VASC) (this is a closed group, accessible by request / invitation only)

--