

**Association of Friends Of Ranchlands Community School (AFORCS) –
Meeting Agenda and Minutes**

AFORCS Meeting Agenda:

Date: **March 10, 2026**
 Time: **7:40 p.m.** (estimated start time, could be earlier or later)
 Location: **Ranchlands School**

| Agenda Items | Lead(s) | Min est. |
|---|----------|----------|
| 1. Welcome and Call to Order | DJ | 1 |
| 2. Approval of the Agenda | DJ – all | 1 |
| 3. Approval of past minutes | DJ – all | 1 |
| 4. President’s Opening Comments | DJ | 5 |
| 5. Treasurer’s Report | JE | 10 |
| 6. Casino Report | KC | 5 |
| 7. Playground Report | KS | 5 |
| 8. Movie Night | ALL | 10 |
| 9. Bingo Night | ALL | 5 |
| 10. Revisit conversation for spending needs- - Further thoughts on microphones? iPads? Playground allocation? - do we have all the information we need to make big spending decisions? | ALL | 10 |
| 11. Review/Confirm Action Items | DJ - all | 10 |
| 12. Confirm Next Meeting Date / Plan | DJ | 2 |
| 13. Adjournment | DJ | 1 |

Meeting Guidelines:

- These agendas are finalized in advance with the AFORCS Executive, usually with input from the Principal.
- To propose future items, email ranchlandscouncil@gmail.com, preferably one-week in advance. All item proposals must include:
 - A clear topic or motion
 - Supporting documents, if applicable
 - A draft 3 minute summary

Pre-Meeting Notes:

- See email for draft minutes, for approval at the meeting.

**Association of Friends Of Ranchlands Community School (AFORCS) –
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Meeting Minutes:

Attendance:

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| Parents: | In person: Darcy Johnson, Jesica Eijzinga, Chrissy Fraser, Kiera Savoie, Online: Sumitra Patel, Claire Johnson |
| School Staff | In person: Steve Wigglesworth, Tania Wong |

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Meeting Notes:

| Item Topics | Notes | Action Items (brief) |
|--|---|---|
| 1. Welcome and Call to Order | | |
| 2. Approval of the Agenda | <ul style="list-style-type: none"> • No additional items were added. • Agenda approved as presented. | <ul style="list-style-type: none"> • N/A |
| 3. Approval of past minutes | <ul style="list-style-type: none"> • Feb 10, 2026 minutes approved as posted. | <ul style="list-style-type: none"> • |
| 4. President's Opening Comments | <ul style="list-style-type: none"> • AFORCS Governance review status | <ul style="list-style-type: none"> • |
| 5. Treasurer's Report | <ul style="list-style-type: none"> • Bank accounts: Jessica and Kiera are officially on the BMO bank account. • → Darcy to be added to both BMO and Servus, so that we have three signatories on each. <p>Financial update:</p> <ul style="list-style-type: none"> • Approximately \$32,663 in casino account, and • Approximately \$7,828 in general account. • Next steps for accountant's review - both Courtney and Greg are interested. Darcy/Jessica will ask them to bid on the work once the statements are ready. | <ul style="list-style-type: none"> • |
| 6. Casino Report | <ul style="list-style-type: none"> • Kirsten could not attend - no update. • Notes from previous meeting: <ul style="list-style-type: none"> ○ Next scheduled event, Q4 2026 ○ Kirsten and Christina connected. ○ Preferred casino location submission due this spring. | <ul style="list-style-type: none"> • |
| 7. Playground Report | <ul style="list-style-type: none"> • Information sent to Kiera and Steve was received. • While the playground is over 25 years old, SW expressed that it is highly unlikely that the CBE will remove the playground. • Discussion of our fiduciary responsibility for future generations. For example, we (the current generation of parents/kids at Ranchlands) did not pay for the current | <ul style="list-style-type: none"> • |

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| | <p>playground, but we should help save for the next playground so future generations continue to have a playground.</p> <ul style="list-style-type: none"> • → Kiera and Steve will discuss a plan for setting a playground savings goal, including target amount and timeline. | |
| <p>8. Movie Night</p> | <ul style="list-style-type: none"> • Roles for the movie night: <ul style="list-style-type: none"> ○ Lead coordinator – Chrissy ○ Front door – Darcy ○ Kiera – concessions • Gear – Kiera indicated that rentals (e.g. popcorn machines) will be at cost through her work. • Entry – we will encourage donations at the door, but they aren't required for entry. Proceeds go to AFORCS for future funding needs. | <p>→ Chrissy/Kiera will review the popcorn invoice from 2025, and compare to cost to rent equipment.</p> |
| <p>9. Bingo Night</p> | <ul style="list-style-type: none"> • Kirsten could not attend - no update. • Notes from previous meeting: <ul style="list-style-type: none"> ○ Revisit conversation, as we initially deferred to the fall, then discussed the fall will be even busier than the spring due to the casino. ○ Interest in knowing more about what requirements are for parent society to use the gym on Thursday evenings. | <ul style="list-style-type: none"> • |
| <p>10. Spending Needs</p> | <ul style="list-style-type: none"> • Current Principal's Wish list <ul style="list-style-type: none"> ○ \$10k - Upgrading the sound system in the gym. <ul style="list-style-type: none"> ▪ Current system is approximately 20 years old. ▪ Microphones - internet providers have bought up more of the bandwidth, creating some conflicts for the wireless microphones. Ours are currently running at 600 Mhz, and are cutting in and out. ▪ Amps need updating too. ○ \$5k – playground fund. | <ul style="list-style-type: none"> • Kiera and Steve to develop a fundraising goal (dollar amount and target year) for the playground initiative. |

**Association of Friends Of Ranchlands Community School (AFORCS) –
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| | <ul style="list-style-type: none"> ▪ Discussion on whether \$5k is sufficient toward the ultimate cost of replacing playground that is already 25 years old. ▪ Kiera and Steve to work together on a fundraising goal for the playground. ○ \$2k – support for families in need for field trips <ul style="list-style-type: none"> ▪ All supported this expenditure. ○ \$16.8k – 30 iPads – used for photos, learning apps. <ul style="list-style-type: none"> ▪ Majority of current iPads cannot be updated any more. Some get broken. ▪ Discussion on whether additional screens with relatively short useful lives is the best use of parent society funds. • The AFORCS executive in attendance voted on three of the Principal’s funding requests, with the results as follows: <ol style="list-style-type: none"> 1. All in favour to approve the \$2k to support families in need for field trips. 2. 3 out of 4 in favour to approve the \$10k for sound system upgrade. 3. No current support for the iPads. 4. Did not vote on the playground funding. | |
| 11. Other Topics | | • |
| 12. Confirm Action Items (new, pending and completed items) | See action items table below. | |
| 13. Confirm Next Meeting Date / Plan | • April 14, 2026 | • |
| 14. Adjournment | • Meeting adjourned at 9:23pm. | • |

Ongoing List of Confirmed Action Items:

**Association of Friends Of Ranchlands Community School (AFORCS) –
Meeting Agenda and Minutes**

| Action Items (new and outstanding) | Assigned to: | Assigned Date: | Target Date: | Status (Pending, In Progress, Completed) |
|--|---------------------------------|-------------------------|-------------------------|---|
| 1. Organize a governance review | Darcy | Feb 10, 2026 | Apr 14, 2026 | Pending |
| 2. Update signing authorities with banks | Jesica, Kiera, Tania | Feb 10, 2026 | Feb 24, 2026 | Complete |
| 3. Add Darcy as signing authority (remove Tania) | Jessica & Darcy | Mar 10, 2026 | April 14, 2026 | Pending |
| 4. Prepare 2 years financial statements | Jesica | Feb 10, 2026 | TBD | Pending |
| 5. See if Courtney is willing to review financial statements | Lauren | Feb 10, 2026 | Feb 17, 2026 | Complete |
| 6. See if Greg is willing to review financial statements | Darcy | Feb 10, 2026 | Feb 17, 2026 | Complete |
| 7. Send email to Courtney and Greg asking for quotes on service fee to review financials | Jesica / Darcy | Mar 10, 2026 | TBD | Pending |
| 8. Handover casino binder and connect Kirsten (new casino chair) with Christina (former casino chair) | Darcy to Kirsten | Feb 10, 2026 | Feb 17, 2026 | Complete |
| 9. Add Kiera to playground committee | Jesica | Feb 10, 2026 | Feb 17, 2026 | Complete |
| 10. Handover playground chair information to Kiera | Darcy | Feb 10, 2026 | Feb 17, 2026 | Complete |
| 11. Develop fundraising goal (target \$ and year) for playground | Kiera / Steve | Feb 10, 2026 | TBD | Pending |
| 12. Revisit spending requests in March | ALL | Feb 10, 2026 | Mar 10, 2026 | Complete |
| 13. Kiera to procure popcorn for movie night (to be confirmed by April meeting) | Kiera | Feb 10, 2026 | Apr 14, 2026 | Pending |
| 14. Revisit conversation regarding movie night – advance planning | ALL | Feb 10, 2026 | Mar 10, 2026 | Complete |
| 15. Kiera and Chrissy to finalize movie night costs | Chrissy / Kiera | Mar 10, 2026 | April 14, 2026 | Pending |
| 16. Darcy to set up donation method for front desk at movie night | Darcy | Mar 10, 2026 | April 14, 2026 | Pending |
| 17. Principals to communicate Mabel's Labels fundraiser | Steve/Tania | Feb 10, 2026 | Mar 10, 2026 | Complete |

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| <i>18.</i> | | | | |
| <i>19. Revisit conversation regarding bingo night</i> | ALL | Feb 10, 2026 | April 14, 2026 | Pending |