

Carstairs Elementary School Council Meeting
Annual General Meeting
September 17, 2025
7:00 pm
CES School

MINUTES

Present: Jessica C., Corrie, Amy, Traci, Erin, Sarah S., Breanne C., JP, Victoria, Phil, Marisa, Lindsay

Present Virtually: Emily J., Nikki B., Tanya I.

1. Call to Order - The regular meeting was called to order by Jessica C. at 7:02 p.m. and a quorum was present.

2. Introductions of the current Board.

3. Introductions of the attendees.

4. Approval of 2024-2025 AGM Minutes

5. 2024-2025 Review – Jessica C.

Small team last year but we are growing
Parent Retention and Recruitment. We showed up to any event where parents were present so we could interact with parents and make ourselves known
Outdoor Learning Space. Fundraised a lot of money. Purchased a shed, 2 class sets of chairs, outdoor learning bins, sidewalks down and around the space for accessibility
Enriched lives of teachers with appreciation events

6. Principal Review – Traci U.

Last year was successful and great to work with so many parents.
Enrollment. 77 in Kinder. 77 in Grade 1. 82 in Grade 2. 109 in Grade 3. 78 in Grade 4.
26 new students this year. Pizza party, new shirts and swag.
Open House was well attended. Very busy, no official count.
Start up has gone smoothly. New office admin.
Some bussing issues. Mix up with kids but working through it.
Summer work was completed. Paving behind the school for 4 square. Sidewalk down in the playground is great for students in wheelchairs to be in and among their peers. Paid out of Capital Fundraising Account. Still have \$10,000 remaining.
School Patrol 37 students signed up. AMA training tomorrow.
New order was placed for student shirts.
Terry Fox Run coming up. Sept 22. Coop and fire department to help. Goal is \$4,500.
Oct 7 and 8 is Fire Prevention
New newsletter format will be coming out. More friendly on your phone.
Trustee elections are coming up. 3 people have put their names forward.
Donation from Maxfield for the outdoor learning space.
Did not get the Innovation Grant for the outdoor learning space. We will pursue other grants. Mrs. Youngs has 2 additional staff to make a committee.
New teaching staff has started.
Sept 29 Orange Shirt Day. Blackfoot group is coming in for a Hoop Dance.

7. Introduction of Board Positions, nominations and voting

Chair/Co-Chair – Corrie and Tanya

Vice Chair - Marisa

Fundraising Coordinator - Deb

Treasurer - Deb

Secretary – Lindsay Sheppard

Communications Coordinator - Emily

Hot Lunch Coordinator - Corrie

Kindergarten Parent Rep - Phil

Grade 1 Parent Rep - JP

Grade 2 Parent Rep - Erin

Grade 3 Parent Rep - Deb

Grade 4 Parent Rep - Victoria

8. Items for Discussion

2026-2027 AGM Date to think about. May or June to be set up for the next year. Or September to include all parents (like kinder)

9. Adjourned at 7:53pm

Minutes prepared by Amy Finn

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Present Virtually: Emily J., Nikki B., Tanya I.

1. Call to Order - The regular meeting was called to order by Jessica C. at 7:53 p.m. and a quorum was present.
2. Move to adopt minutes. Moved by Sarah. Approved.
3. Parent recruitment and retention ideas for Parent Council. Talk to Traci about dates of upcoming events if this board wants to continue.
4. Reports and Updates
None given
5. New Business

New to us this year. "Maker Space Classroom". Being more intentional with career guidance. I.e. Zoo trips will include talking about the jobs you can have at a zoo. Maker Space will be STEM, hands-on, challenges for students to make things with the things provided (cotton balls, pipecleaners, magnets etc)

Looking forward to the next year. Robotics, TShirts, Parent Retention, Outdoor Learning Space, Teacher Appreciation are the biggest fundraisers.

Parent Council Engagement Grant \$500/year

January 20, 2026 Words Change Worlds

Need to consider if HSS students would come babysit so parents can attend.

Fundraisers – Deb has already planned out all the fundraisers and will talk more at October. Bacon runs Oct 1 – Nov 3. Pick up Nov 12.

Staff Appreciation Dates – Traci will send to Deb so they can all be covered

Outdoor Learning Space update – moving the committee meeting to a new date not at the same time as council meetings. We need help building shelves for the sheds.

6. Adjourned at 8:20pm

Minutes prepared by Amy Finn

Friends of Carstairs Society
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Present: Jessica C., Corrie, Amy, Traci, Erin, Sarah S., Breanne C., JP, Phil, Marisa, Lindsay
Present Virtually: Emily J., Tanya I.

1. Call to Order - The regular meeting was called to order by Jessica C. at 8:22 p.m. and a quorum was present.

2. Introductions of Current Board

3. Introductions of attendees

4. Approval of 2024-2025 AGM Minutes (January 2025) Minutes currently unavailable.

5. 2024-2025 Review

Last year was difficult and we did our best to get it in order.

6. Introduction of board positions, nominations and voting

President - Corrie

Vice President - Marisa

Fundraising Director - Deb

Treasurer - Deb

Secretary – Lindsay

Casino Director – Jenny

Director-at-Large – Phil, JP, Sarah, Tanya

7. AGM date to be discussed.

8. Meeting adjourned 8:32pm

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1. Call to Order - The regular meeting was called to order by Jessica C. at 8:32 p.m. and a quorum was present.

2. Bank account balance \$6,535.86
Financials as dispersed.

Corrie moved to spend up to \$450.00 for new student shirts. Seconded. Carried.

Sarah moved to spend up to \$300 for staff appreciation. Seconded. Carried.

3. Meeting adjourned at 8:36pm.

Minutes prepared by Amy Finn