

Battalion Park School Council Meeting

November 20th, 2024

MINUTES

Call to Order (6:30 pm-7:30 pm) – Start time **6:35**

Attendees:

In person (8): Andy Wang, Meela Gunawardena, Jessica Charney, Amber Harlal, Brian McKinnon, Kristi McKinnon, Lisa Wilson, Trudi Tallerico

Remote (6): Michelle Atkins, Roda Calasasan, Viola Bidaj, Ruth Thorkelson, Ashli Johnson

Land Acknowledgement

- We would like to acknowledge the traditional territories and oral practices of the Blackfoot Nations, which includes the Siksika, the Piikani, and the Kainai. We also acknowledge the Tsuut'ina and Stoney Nakoda First Nations, the Métis Nation, and all people who make their homes in the Treaty 7 region of Southern Alberta.

Introductions

- Please introduce yourself.

Approval of Agenda for School Council Meeting

- Motion to approve the November 20, 2024, agenda.
- **1st – Meela Gunawardena.**
- **2nd – Amber Harlal**
- **Motion passed.**

Approval of Minutes

- Motion to approve the October 29, 2024, minutes.
- **1st – Jessica Charney**
- **2nd – Meela Gunawardena**
- **Motion passed.**

What is School Council

- Alberta Education defines school councils as a collective association of parents, secondary students, the principal, teachers, and community representative(s) whose purpose is to advise the principal and the Board of Trustees regarding matters related to the school.
- Signal Hill School Enhancement Society ("SHSES") is a non-profit, registered charity that supports the educational needs of the students attending Battalion Park School through fundraising.

Student Council

- Will be coordinating a clothing and toiletry donation drive for the Mustard Seed over December. Announcement will be sent out December 6.

Executive Reports – Kristi & Brian McKinnon (6:40pm-6:50pm)

- Spirit Wear/school merchandise
 - o Clothing was delivered on Monday and was distributed to the teachers yesterday.
 - o Next offering of school merchandise will be in March of 2025.
- Volunteers
 - o Unfortunately, our Vice Chair had to resign due to work obligations, so we are in need of a new Vice Chair.
 - o Current roles we are looking for are:
 - Secretary
 - Vice Chair
 - Volunteer Coordinator
 - Parent Engagement
- Veteran's Association Food Bank Drive Challenge with Griffith Woods School:
 - o We have decided to defer the food bank drive for now as we don't want to compete with Student Councils upcoming Mustard Seed donation drive. Announcements to come in February.
- Migration of fundraising from Council to the Society
 - o Currently both Council and the Society are conducting fundraising.
 - o It has been brought to Council/Society's attention from AGLC and the Principal, that when a school has both a Council and a fundraising Society, fundraising should be conducted by the Society.
 - o According to the Alberta School Council Association, it advises that the roles of School Council and Parent Fundraising Associations be separate entities with distinct contexts for parent and community involvement in the school. It states:
 - **School Council** is mandated at every school as an advisory body to work with school administration and staff to promote the well-being and overall effectiveness of the school community in improvement planning.
 - **Fundraising Association** is a means for parents and community members to provide additional financial resources and support to the school. The primary role is fundraising.
 - o Source: Alberta School Council Association-School Council Resource Guide <https://www.albertaschoolcouncils.ca/public/download/files/181387>
 - o Because of this, Council is proposing that fundraising be moved to the Society.
 - o The biggest advantage to moving fundraising to the Society is cost savings. School councils that do not run fundraising and are strictly an advisory role only, do not need to purchase insurance. School councils

are covered under the school board's liability policy. This move will save approximately \$1,200 per year, as the Society already has insurance.

- o The plan:
 - The Society will open up a new Community Spirit fundraising bank account at ATB, which will be identical to the one Council currently has.
 - Funds from the Council bank account will be transferred to the new Society bank account.
 - The Council bank account will be closed once it is determined it is no longer needed.
 - Council meetings going forward will be split into two:
 - The first meeting will be Council, which will primarily be the principals presentation and information from Council of School Councils. This meeting will be approximately 30 minutes.
 - Once the Council meeting is adjourned, the Society members meeting will commence immediately afterwards, where all fundraising will be discussed and funds motioned on.
 - The Society Board of Directors met on November 14th and has approved this plan pending Council approval.
- o Does anyone have any thoughts or concerns prior to motioning for this transition?
 - Andy W – Reminder to transition the Square account from the Council bank account to the new SHSES Bank account.
 - Amber H – Where will events like the fall picnic and Halloween dance fall under? A: SHSES
 - Trudi T – all events that require City of Calgary/CBE space approval (field / gym) will have to be filled out under SHSES.
- o **Motion** to move fundraising from Battalion Park School Council to the Signal Hill School Enhancement Society.
 - **1st – Amber Harlal**
 - **2nd – Jessica Charney**
 - **Motion passed.**
- o **Motion** to transfer the balance of funds (~\$21,489.43), from the Battalion Park School Council ATB bank account to the new Signal Hill School Enhancement Society ATB bank account, and to close the Council ATB bank account.
 - **1st – Meela Gunawardena**
 - **2nd – Jessica Charney**
 - **Motion passed.**

Financial Report – Gagan Grewal

- Financial update for November 2024.
- Provide expenses for reimbursement by Friday December 6th, so they can be paid out by the end of the year.

SHSES Update – Brian McKinnon

- Next casino Oct-Dec 2025. Draw date to be provided in May 2025.
- Funds available: Casino \$63,497; Unrestricted \$12,800 (Playground donations).
 - o Casino funds were used to replace the gymnasium audio/visual and to purchase ukuleles. (look for them at the upcoming learning conferences with teachers)
- Playground Project
 - o A parent volunteer has designed a door hanger that will be hung on homes within 500-750 meters of the school. The hanger provides information on the playground project and a QR code to donate. This is going to print very shortly, and we will need parent volunteers to help walk neighborhoods to hang them on house front doors. Door knocking is not required. This is a great job to do while walking your dog!
 - o Next, we will be working with that same parent volunteer to design an outdoor banner that will be hung on the chain link fence of the teachers parking lot and possibly the basketball court. Information about the playground rebuild and ways to donate will be included on the banner.
 - o Grant writer, KJ Street, has provided us with a contract. We will be engaging them to write our business case. This is a critical document we will require when applying for grants, and we can use it to demonstrate to potential donors that we have a solid plan to complete the playground.
 - o We will be setting up a Calgary Parks Foundation account. Having a Parks account will enable us to access additional grants that only they offer. They will also help us manage any issues that may arise with CBE or the City. Parks will also help advocate in the school and the community with our project.
 - o Student playground survey is currently being planned and will be rolled out to all the students to fill out. Their input is critical.
 - o Last meeting, I asked everyone to think of fundraising ideas that we should look at doing to help with the playground project.
 - o Send any ideas to info@shses.ca.
- Positions available:
 - o Vice-President
 - o Playground Project (written communications, fundraising)

Key Communicator – Marija Ivanovic (absent. Presented by Brian McKinnon)

- Our Trustee, Patricia Bolger, has accepted our invitation to join our January 16th meeting.
- We will need to send her discussion topics.
- Example topics:
 - Provincial funding our growing school board
 - Need for new schools
 - Curriculum advocacy
- Send any additional topic ideas to chair@bpschoolcouncil.ca.

BPSC Committee Reports (6:50 pm-7:00 pm)

Fundraising Committee Update – Amber Harlal & Meela Gunawardena

- Art Cards by Kids:
 - Art Cards have arrived back at the school and will be going out to parents this week. Orders need to be in by November 29
- Growing Smiles Holiday Plant Fundraiser:
 - Sales have been slow - we've sold just under \$1,000 worth of items (as of Tuesday, November 19)
 - Last day for sales is November 21
- Ongoing Passive Fundraisers:
 - **Mabel's Labels** - Currently a balance of \$16.05
 - **Skip the Depot** - Currently waiting to receive a balance of \$388.20 - etransfer issues - Outstanding balance of \$26.07
- Looking Ahead:
 - Nothing else planned for 2024. Working on ideas for 2025.

Social Committee – Silvy Tzolaskis & Jessica Charney

- Next social event is the skating party. Tentative dates are February 12 or 19th depending on weather

Fun Lunch Committee – Ruth Thorkelson & Roda Calacasan

- "Fun Lunch" branding will change to "Healthy Hunger Lunch/Snacks" (HHLS).
- We will continue the HHLS frequency – every two weeks; and use only 1 vendor per event.
- Some parents and volunteers have raised concerns that some families would like to participate in Healthy Hunger but do have the financial means. Roda has confirmed from the Principal that there are 30 kids that belong to the category of unable to support HHLS, and - presumably - expressed interest in participating. There could be more than 30, particularly if we do a more formal outreach to parents to assess or to sign up. It is not feasible for HHLS to support these numbers of kids, given the size.

- We are open to ideas on how parents can anonymously contribute.

School Report – Principal Trudi Tallerico and Assistant Principal Lisa Wilson

(7:00 pm-7:25 pm)

- Review feedback on 2024/2025 [school development plan](#).
- 2023/2024 [School improvement results report](#).
- 2023/2024 [School fees report](#).

Any Other Business (7:25 pm-7:30 pm)

- Artwork for Senior Centre – with the postal strike, the need for connections for our senior community is even more important. The senior centre reached out to Michelle for confirmation the school is supporting them again this year. Trudi will send a note to teachers to complete by Dec. 6
- Playground Rope: it is deteriorating in both playgrounds. Cost to replace two of three items in the core playground is estimated at \$10k. Current rope may last 2 more years. Photos shown.
- \$2,000 Perpetual Funding in BPSC Budget for Student Field Trips – Does this carry over into SHSES? A – It will need to be motioned again under SHSES.

Next Meeting

- Our next meeting will be on Thursday January 16, 2025. There is no meeting in December.

Adjourn (7:54 pm)