

Battalion Park School Council Meeting

Wednesday June 11, 2025

MINUTES

Call to Order (6:40 pm)

Attendees (5): in-person: Brian McKinnon, Kristi McKinnon, Meela Gunawardena, Lisa Wilson, Trudi Tallerico.

Online: Amber Harlal, Sunny.

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 & Housekeeping

- Please introduce yourself. *Reminder for online participants to turn off your mics until needed.

New Meeting Format

- To recap from our November meeting, 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. At our November meeting, we approved this split which resulted in fundraising moving from School Council to the Signal Hill School Enhancement Society.
- Also, the Council bank account was closed and a new "General Fundraising" account was created under the Society.
- Our meetings are now split into two. The first half of the meeting will be for the School Council, where Council will be 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.
- The second half of the meeting will be for Signal Hill School Enhancement Society's members meeting (also known as the Fundraising Association meeting) with the objective for parents and community members to provide additional financial resources and support to the school. The primary role is fundraising, therefore all fundraising activities will be with the Fundraising Association meetings.
- If school administration requests financial resources, it will be tabled in the Council meeting, and then motioned for in the Fundraising Association meeting.

- At the March 19, 2025 Signal Hill School Enhancement Society Board of Directors meeting, it was recognized Council and the Society Members will need the ability to motion to use funds without the Board of Directors meeting to approve the funds (as the Board only meets quarterly). To make approving funds easier, the Board has approved Council/Society members to motion on funds greater than \$300 and not to exceed an annual amount of \$6,000 out of the General Fundraising account.

Approval of Agenda for School Council Meeting

- **Motion** to approve the June 11, 2025, agenda.
- **1st – Meela Gunawardena**
- **2nd – Amber Harlal**
- **Motion passed.**

Approval of Minutes

- **Motion** to approve the May 22, 2025, minutes.
- **1st – Amber Harlal**
- **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.

Student Council - Holly Moir

- The grade 6 teachers are organizing a poster contest to support mental health. The contest will be open to anyone who wishes to share a mental health strategy. All winners will be shared on our website and digital screen. Winners: Una, Beatrix and Halen.
- Also the Student Council is planning a book swap for the last part of June. Any leftover books will be donated.
- Students continue to collect old markers and pencils for recycling. They are on their second 5 gallon bucket.

Executive Reports – Kristi & Brian McKinnon (6:35pm-6:45pm)

- Volunteers
 - o Current roles we are looking for are:
 - Vice Chair (starting September)
 - Secretary (start right away)
 - Parent Engagement
 - We had one parent reach out expressing interest in the role, **but they cannot start until September.**

- Grade 6 Farewell
 - o Will be the afternoon of Wednesday June 25th at 1:00pm.
 - o Grade 6's have selected a colour theme. It will be: black, gold & silver.
 - o Looking for parents to help decorate the gym on Tuesday 4:30, and for food/supplies donations.
 - o Parent volunteers are organizing an after school pool event at Westside
- Teacher Appreciation Lunch
 - o Will be on Thursday June 26 at 1:00 PM
 - o Looking for parents to help donate beverages, fruit & veggie platter and dessert. Pizza to be provided by the Society. In September \$1,000 was motioned for teacher meals during parent teacher interviews. Due to the custodial strike, the second parent teacher event did not occur, so there is \$500 unspent.
 - o There will be a signup sheet distributed.
- 2025/2026 Council dates - Council/event dates for the upcoming school year:
 - o First day of school - Tuesday September 2nd, 2025.
 - o Back to school picnic/meet the teacher - Thursday September 4th.
 - o Council AGM - Tuesday September 16th.
 - Possible parent pub night to follow AGM
 - o Council meeting - Tuesday October 7th
 - Motion funds for Halloween dance (DJ & gym permit)
 - o Halloween Dance - Thursday October 30th.
 - o Council meeting - Thursday November 6th
 - School development plan due November 15th
 - o Casino - December 3rd & 4th (Wed & Thu).
 - o Council meeting - Wednesday January 14th.
 - o Council meeting - Tuesday February 10th.
 - School engagement survey.
 - o Skating Party - February. Date TBD.
 - o Council meeting - Wednesday April 15th.
 - o Council meeting - Tuesday May 12th.
 - o Council meeting - Wednesday June 10th.
- Alberta School Council Engagement Grant
 - o We have received the [\\$500 grant](#), by ways of a gift card.
 - o These funds are to go towards enhancing parent involvement and engagement.
 - o We will look at using these funds to print out the council date card that will be distributed to all families in the upcoming school year.

Key Communicator – Marija Ivanovic

- No update.

School Report – Principal Trudi Tallerico and Assistant Principal Lisa Wilson

(6:45 pm-7:05 pm)

- No news yet on fall staffing.
- Still need 40 volunteers for Sports Day. (Amber will post the need on the Friends of Battalion Facebook page as a reminder). If weather / air conditions are poor, indoor activities will be initiated.

Any Other Business (7:05 pm-7:10 pm)

Next Meeting

- Our next meeting is our AGM, and it will be on Tuesday September 16th.
- Following the AGM, we will be having a parent pub night. Details to follow.

Adjourn (7:03 pm)

Signal Hill School Enhancement Society Members Meeting (Fundraising Association Meeting) Wednesday June 11, 2025 MINUTES

Call to Order (7:03 pm)

Attendees (5): in-person: Brian McKinnon, Kristi McKinnon, Meela Gunawardena, Lisa Wilson, Trudi Tallerico.

Online: Amber Harlal, Sunny.

Approval of Agenda for School Council Meeting

- **Motion** to approve the June 11, 2025, agenda.
- **1st – Meela Gunawardena**
- **2nd – Amber Harlal**
- **Motion passed.**

Approval of Minutes

- **Motion** to approve the May 22, 2025, minutes.
- **1st – Amber Harlal**
- **2nd – Meela Gunawardena**
- **Motion passed.**

Introductions

- Anyone new that was not in attendance at the Council meeting, please introduce yourself. *Reminder for online participants to turn off your mics until needed.

What is the Signal Hill School Enhancement Society

- 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.
- The objective of SHSES (also known as the Fundraising Association) is for parents and community members to provide additional financial resources and support to the school.

Executive Reports – Brian McKinnon (7:15pm-7:20pm)

- Volunteers
 - o Current roles we are looking for are:
 - Vice President - to transition to Presidents role
 - Playground Project (written communications, fundraising)

- Casino Update
 - o Next casino is December 3 & 4 (Wednesday & Thursday) 2025 at Elbow River Casino.
 - o \$50,000 of the upcoming casino proceeds have been committed to the mini playground replacement.
- Spirit Wear/school merchandise
 - o Spirit wear will be launched at the back to school picnic on September 4th.
- Marquee Sign - at the April council meeting it was mentioned that it would be nice to have a sign out in front of the school. A marquee sign would be more cost effective instead of a digital sign. This is something someone will have to champion and fundraise for. Possibly in the new school year.
- Financial Report
 - o Funds available:
 - Casino \$44,943. Issued a \$13,341.80 cheque for library furniture & music equipment
 - Unrestricted (playground) \$19,108. Received a \$5,000 donation!
 - General Fundraising \$23,853. \$870 increase from last month.
 - Donut fundraiser sales \$935. Payment for donuts still needs to occur.
 - Healthy Hunger sales \$579.
 - Issued payment to BPS for teacher first aid \$448.
 - Issued payment of \$196.19 to the Veterans Association Food Bank from the financial donations received from earlier this year.
- Playground Project
 - o Grants applied for since last meeting:
 - None.
 - Tues. June 17 - attending a presentation for Parks Foundation Calgary where we will learn if we are successful in \$50k grant application.
 - o Upcoming grants applying for:
 - Allardyce Bower Foundation \$50,000. No deadline.
 - Blue Cross \$50,000 due September.
 - Other grants as identified.
- Grants not awarded:
 - Co-op Community Spaces \$25,000.
 - Sandbox Communities at Play \$25,000
- Student survey - highlights:
 - Top 3 playground themes: Ocean/Beach, Nature/forest, and Space.
 - Top 3 colours: School colours, cool & modern (grey, black & blue) & bright & bold (red, yellow & blue)
 - 85% of participants want pour-in-play rubber surfacing.

- Top 3 playground activities: Monkey bars, tall climbing tower & rope bridges.
- Top 3 extra features: Shade structure, benches and picnic tables
- Parent/Community survey
 - Last week we distributed a survey to parents on what equipment they would like to see at the mini playground. It was included in the weekly email from the office, as well paper copies sent home for K-3 grades. As of yesterday, 15 people have responded.
 - Results so far:
 - Everyone wants rubber surfacing.
 - The majority want a shade structure, accessible picnic tables (for strollers & wheelchairs) and bike racks.
 - The same survey is being included in the upcoming June community newsletter, the Signal Hill View, which is mailed out to all 6,000 community residents of Signal Hill. Survey is located on page 4!
- Final playground design to be chosen this fall.

Committee Reports (7:20 pm-7:30 pm)

Fundraising Committee Update – Amber Harlal & Meela Gunawardena

- **Texas Donut Fundraiser Recap** – Our first fundraiser was a success! We sold **149 Texas Donuts** and **26 gluten-free**, (Total of 163) earning a profit of approximately **\$440**.
 - Next event can be booked 6 months in advance. Amber will review the next year scheduled Healthy Hunger dates and advise next fundraiser date.
- **Davison Apple Fundraiser** – Launching in September; orders due Sept 11, delivery on Sept 24. (advertise at Back to School Picnic)
- **Art Cards Fundraiser** – Arranged and confirmed. We've secured **50% off the admin fee** if we submit artwork by **October 6**. Will request class lists from admin on the first days back. Hoping for support to make this happen and **save on costs** this year. (Trudi - class lists are finalized Sept. 30)
- Ongoing Passive Fundraisers:
 - **Mabel's Labels** - Currently a balance of \$36.18.
 - **Skip the Depot** - Currently a balance of \$148.66.
 - *Spring Bank Bottle Depot* - **outstanding payment from them \$160**

Social Committee – Silvy Tsolaskis & Jessica Charney

- Nothing planned for the rest of the year.

Healthy Hunger Lunch/Snacks (HHLS) Committee – Ruth Thorkelson & Roda Calacasan

- Online dates have been released to the end of June.

Any Other Business (7:30 pm)

Next Meeting

- Next meeting will be on Tuesday October 7, 2025.
- (Suggestion to offer a \$100 grocery store Gift Card to be drawn at the end of the meeting. Must be in attendance to receive)

Adjourn (7:42 pm)