



School Council

September 16, 2024 Meeting Minutes		
Item		
	Attendees	Executive: Michelle Jensen (Chair), Nicole Brusdeilins (Secretary) In person: Rachel Reid, April Miskie, Brooke Horrocks, Melissa Ross, Mallorie Straille Virtual: Laurie Cooper, Leanne Rondeau, Maryann Wood, Amanda Harvie Regrets: Ashley Buchanan (Vice-Chair), Paula Fortin (Teacher Representative)
1.	Call to Order @6:34pm	Michelle
2.	Opening Prayer	Rachel
3.	Land Acknowledgment	Michelle
	Agenda	
4.	a) Additions to Agenda	None
	b) Approval of the Agenda	Nicole and Leanne
5.	Welcome & Introduction	Michelle & all attendees
	Updates	
6.	Principal Report	1. increased kinder registration 2. staff introduction mass Sept 15 3. Will have welcome back Mass with school at the church on Sept 26 4. Blessing of prayer tables Sept 24 5. Terry Fox run on Sept 24 6. Welcome back assembly happened 7. New faith coordinator 8. ISSP email that went out to parents - Grant for 3 years to help with mental health. It is for Elementary only. Our school got selected. We have a new mental health worker on campus that is just for our school. 9. PD with Dr. Leny for opening days for teachers. Help to build capacity with all staff to help with mental health and behaviour.
7.	Teacher Rep, and/or School Board Trustee	None Present
8.	Introduction to School Council	School council is a group of parents, principals, teachers, secondary students and community representatives.



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	a) Member Roles & Executive 2024/25	Chair, Vice Chair, Secretary, Treasurer, Teacher Representative.		
	b) Purpose & Functions	1. SC advises school principal as well as district. Goes to ASCA. 2. Fun stuff is to go to the AGM for ASCA, form the committees (ex: hot lunch). 3. We can determine what the school needs and then ask for money from the fundraising committee.		
	c) What School Council is not...	1. Not a fundraising or lobbying group. We don't hold money. 2. We don't talk about school management, how the school runs.		
	d) Participation & Time Commitment	1. We have to have a min of 3 meetings per year. 2. Show up when you can. In person or online. 3. Past minutes will be on the school website. Little or as much time as you choose.		
	e) Bylaws	Registered with Alberta Registries		
	f) Meeting Outline	Future agendas to be available on SC facebook page - currently pending approval from School Division Communications Department		
	g) Decision-Making Process	Where we can make motions on decisions, conversations then happen then a vote will be carried. Majority rules.		
	h) Last Year Activities	1. Sent representative (Michelle) to ASCA AGM and Conference. 2. Requested funding for birthday books 3. Hosted reading cafe		
9.	Differentiation from the Fundraising Association	1. School council is not incorporated and therefore school council does not handle money. 2. The School Council should focus on the advisory role and leave the fundraising to the fundraising association. 3. School council is only covered by district insurance and it doesn't cover us to handle money.		
	a) How SC works with Fundraising Association	1. School council can ask the fundraising association for money for a particular item for the school (ex: Birthday Books). 2. The fundraising association can then hold a fundraiser to help raise funds for this request.		
		Details	Tasks	Assigned to
10.	New Fundraising Requests			



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	a) Classroom Enhancement	Requesting \$2000 by Sept 26/ 24. Approval from Principal - yes Mallorie motions, Brooke seconds	Submit request to Cubbers Fundraising Association.	Michelle
	b) Birthday Books	Approx. \$2000 by Oct/24 Approval from Principal - yes April motions to accept it - Melissa seconds.	Submit request to Cubbers Fundraising Association.	Michelle
	c) Grade 4 Bibles	\$3000, by June 2025. Approval from Principal - yes Nicole motions, Brooke seconds.	Submit request to Cubbers Fundraising Association.	Michelle
	d) French Books	Cost TBD by present date Approval from Principal - yes Brooke, Mallorie seconds	Submit request to Cubbers Fundraising Association.	Michelle
	e) Music Instruments	Cost TBD by present date Approval from Principal - yes Melissa motions, Mallorie seconds.	Submit request to Cubbers Fundraising Association.	Michelle
	f) Classroom Audio Systems	<i>Require more information for fundraising request.</i>	Look into other audio systems	Melissa
	g) Playground	Cost TBD by present date Approval from Principal - yes Brooke motions, Nicole seconds	Submit request to Cubbers Fundraising Association.	Michelle
11.	Volunteer Committees			
	a) Yearbook	Volunteer group to design the school yearbook	Recruit Volunteers	All members
	b) Special Events Coordinators	Coordinators are responsible for proposing and planning events (example: movie night, dance, etc).	Recruit Volunteers	Brooke & April
		Details	Tasks	Assigned to



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	c) Volunteer Coordinator	Coordinator is responsible for recruiting parent volunteers & maintaining list of volunteers & contact information	Recruit Volunteers	All members
	d) Hot Lunch Coordinators	At least 4 volunteers required to commit to weekly distribution. Linda R. has info on using the online platform	Recruit Volunteers	All members
	e) ç	At least 3 volunteers required to: i) contact Blue Imp for design, drafts, & updated project estimate ii) Obtain letters of support iii) Communicate with Grant Writers from Blue Imp (already in contact with SC) iv) Solicit donations from corporations v) Apply for local grants	1. Recruit volunteers for Playground Committee. 2. Playground meetings occur independent of School Council. 3. Playground Team reports to SC with progress updates.	Melissa & Mallorie
12.	Round table & Questions		Carried Over	
13.	Future Meetings			
	a) Frequency / Date / Time		Monthly	
	b) Babysitter for SC and Cubbers meetings		Carried Over	
14.	Next meeting:	Oct 21, 2024 @ 6:30pm		
15.	Adjourn 7:33pm			