

Sister Alphonse Academy School Council - Meeting Minutes
Conference Room B, 6:30 pm
Nov. 14, 2018

School Council Meeting Minutes

1. Welcome - Chair

Call to order – Chris Turner 6:31pm
Attendance:

Staff: Greg Lamer - Principal
Lisa Kleparchuk - Vice Principal

Others: Serena Shaw, Keri Wilson-Hackett, Jillian Bourgeois - secretary, Chris Turner - Chair

Acknowledgement: was read by Greg Lamer
The Greater St. Albert Catholic School Board acknowledges that it is meeting on the original lands of the Cree, those of Treaty 6, and on the homeland of the Métis Nation. Kinanâskomitin Manito (Thank you Creator)

Prayer - Lisa Kleparchuk

2. Review of Agenda

3. Approval of the Minutes

October Meeting minutes - Oct. 10/18

Review/discussion

Motion - Chris Turner motioned to accept minutes of the Oct. 10/18 meeting.

2nd - Jillian Bourgeois & Keri Wilson-Hackett.

4. Trustee Report - Trustee Shaw provided report.

5. Administration Report

School Events - Lisa Kleparchuk

PAST

Grand Opening

Green School (grades 2, 3 & 4)

Volleyball Season Wrap Up

¾ Swimming (5 weeks)

Remembrance Day Ceremony

Hot Lunch Program - Snack Shack

FUTURE

PTI - Nov. 20-21

Christmas Concert - Wednesday December 12th @ 6:30pm at SAA

Advent

Christmas Spirit Week

Gr. 6 - Legislature School

Gr. 7 Field trip to Jubilee Auditorium Nov. 19
Gr. 7 Field trip Dec. 6 & 7 - Science Summit
Intramurals (grades 3-7)
Yearbook Club
Ski Trip - February 6th (day before teachers convention Feb. 6th)

School Education Plan

Background - All School Districts in the Province are required to submit Annual Education Plans and Improvement Plans that are partly derived from Accountability Measures (Qualitative and Quantitative). Districts look at measures, goals of Alberta Education and create plans and strategies to reach them. Schools work within District Strategies and goals to create Education and Improvement Plans. School Councils have a role to play including building School Council Plans that support the School Education Plan.

Discussion

Action- In January we will start a School Council Education Plan

Room Representatives

Background - at our initial Establishment Meeting there was discussion about roles that would encourage participation on School Council. It was suggested that in some schools the creation of Room Representatives was helpful in having more people involved in participating on School Council. School Administration is in favor of the creation of Room Representatives with the following considerations -

1. the position must have a clearly defined role or roles

Draft Roles

1. To attend council meetings on a regular basis and provide a parent perspective on council matters at their grade level. (this could be a shared role by parents)
2. Provisions/contingencies for classes that do not have Room Representatives where there are clearly defined duties.

Discussion - There is still support for the idea of Room Reps. It was felt they could be a good way to get more people involved. Chris volunteered to set up a table at PTI coming up. We will take names for a number of volunteer positions including Room Reps. This is a good opportunity for us to invite others to join the School Council.

Action - Chris and Greg will work together to have a table set up at interviews.

Fundraising Society

Background - There was a suggestion that Council should initiate the creation of a Fundraising Society. Administration of the school indicated that there were no immediate need for funds. However, there was a rationale put forth that although SAA does not have any immediate need in regards to fundraising it is likely that in the future there may be some needs in regards to playground equipment upkeep, etc. that would require that accessing of some funds. In this event it may be more advantageous to have a pool of funds for this.

For consideration - Our Approved Bylaws provide Council with two options

- a. Raising of funds via School Council
- b. Promotion of a productive, open and transparent relationship with a Fundraising Association/Society

Council's do not need to form a Society to do fundraising, but if there is NOT a society, then all funds raised would be considered SGF (School Generated Funds) and would need to be integrated into SAA's funds and subject to policies on school generated funds within our District. If there is an incorporated society, then it would be an arm's length independent operation, distinct from SGF. The District supports and recommends that if fundraising is required this would be the way to go.

Reminder - Administrative Procedure 520 clarifies the scope of fundraising that supports educational programming within the District. As specified in that procedure, "Fundraising and canvassing initiated by a legally recognized society falls outside the jurisdiction of the District." Therefore, a legally structured society that associates its fundraising to a school council has no legal status as a school council, and cannot influence the decisions of a school council in conducting its legally and procedurally constituted advisory work. While it is possible that a Fundraising Society and School Council could be made up of the same members, the council and the society must maintain two distinct and separate sets of by-laws and two separate sets of minutes – one for the school council and the other for the society.

- recommendation that we contact Alberta School Council's Association and register for the 1.5 hr Fundraising Association Workshop. This would provide us with guidance and information to consider in order to set up a society.

Discussion - general consensus is that we would like to start a fundraising committee - but need to increase our numbers in order to manage the requirements for successful

Action - Greg will pursue fundraising workshop by looking into dates in January and get back to the executive.

Committee Formations

1. Partners in Prayer

- a. We are hopeful that School Council would consider setting up a Partners in Prayer Committee that would meet monthly to pray for intentions submitted by students and staff on a monthly basis. There is a format to follow that can be provided by the Parish.

Discussion - all in support of this.

Action - Greg to introduce this in upcoming bulletin.

2. Volunteer Coordinator

- a. We are hopeful that School Council would consider creating a Volunteer Coordinator or Committee position. This committee/coordinator would be contacted when parents are need to volunteer for occasional activities which might include but are not limited to: assistance with special events, assistance with set up and taking down of special events, other activities where parent support is required. The committee would maintain and contact volunteers for tasks required.

Discussion - all in support of this.

Action - Greg to introduce this in the bulletin.

6. Committee and Chair Reports

- a. Chair Report
 - family media night

7. Committee Reports

8. Possible Next Month Agenda Items

- Creation of Council 3 Year Education Plan
- Meeting Presentation - Google Classroom and Powerschool(30 Minutes)

9. Meeting Adjournment

Motion - Chris moves to adjourn at 7:55pm - 2nd Jillian Bourgeois.

Next Meeting - Wednesday, January 16/19@6:30 pm

