



School Council - Northwest Elementary, FFCA, Calgary, Alberta

Date: Tuesday, April 26 2022

Time: 6:45 PM

Location: Virtual

Google Meet joining info

Video call link: <https://meet.google.com/kfh-qukz-jvm>

Mission: *Through parental partnerships, support school administration and staff in their delivery of quality education and to instill a sense of community within all FFCA campuses.*

MINUTES

All School Council meetings are open to the school community to attend. Speaking to an item at School Council meetings is permitted, unless in the Chair's judgment, the communication is disruptive to the meeting;

Meetings may be held as deemed necessary by the School Council Executive or at the written request of 10 members of the school community;

1. Call To Order: 6:46

Andrew Chu (Vice-Chair)

1. Welcome and Introductions

1. Voting School Council Members
2. Non-Voting Ex-Officio School Council Members
3. Attendees

Council: Andrew Chu, Nicole Segstro, Franco Civitarese, Mahira Muradova, Marina Lakhani, Haniya Nadeem, Salina Bhimji

Staff: Shawna Drummond, Sam Lien, Michelle Newell

Guests: Kei Ramierez, Chris Marlyn, James Tam, Ting Chen, Louisa Chow

2. Establish Quorum

1. The attendance of a majority of voting members constitutes a quorum (5/9)

2. Approval of Agenda

Andrew Chu (Vice-Chair)

- **Anyone in the school community may request an item to be added to a School Council agenda by contacting the Chair at least ten (10) days prior to the meeting.**
- **At the discretion of the Chair, new items may be introduced by anyone in the school community who is present at the meeting.**

Motion to approve April 26 Agenda: Andrew

2nd: Mahira

Motion Carried

3. Vacancies

Andrew Chu (Vice-Chair)

1. School Council Bylaw Article 6: School Council may appoint persons (as stipulated in ARTICLE 5 SCHOOL COUNCIL MEMBERSHIP) to fill vacancies until the next School Council AGM.
 1. Chair
 2. Advocacy Committee Chair
 3. Heritage Celebration Committee Chair

4. Approval of Minutes

Nicole Segstro (Secretary)

2. Minutes of the April 7th, 2022 Meeting.

Motion to Approve: Nicole

2nd: Andrew

Motion Carried

5. Special Items

Andrew Chu (Vice-Chair)

- **What do you want to know more about? Suggestions Welcome!** This agenda item is reserved for presentations and other items that generally do not require any decisions to be made by council, but may be of interest to the school community. Examples include an information session about the High School by its Principal or an information session about the neuroscience behind reading comprehension by a Middle School Teacher.

6. Treasurer Report

Franco Civitarese (Treasurer)

1. Financial Report

Connect First: \$2,194.00

Lee Nickel/Central: \$7633.00

Action Item: Question about funds from Christopher McCool in regular bank account. Franco will check with Lee Wednesday, Thursday or Friday this week (April 27,28,29)

- Michell Newell advised that on a financial statement in Lee's account it shows a total amount of \$921.81 on March the 25th.

7. Teacher Representative Report

Dawn Ackroyd or Samantha Lien (Teacher Representative)

1. Lots of celebrations and continuing discussions around diversity. This past few weeks we talked about Christian and Catholic and Ramadan. One family donated some Ramadan specific decorations
2. Earth day-garbage bags and gloves have been provided to do a bit of a community clean up. We had to wait for snow to clear. There is a great display about how to use the 3 R's (reduce, reuse and recycle)
3. Math-aton- a huge success in terms of student's preparation and support from parents. The school scored 94% and are very eager to experience their rewards of dance party and no homework certificate
4. Information night will be in person on June 8th. Some modifications will be made to ensure we do offer safe social distancing, hosting in the gym.

Andrew motions to spend \$60.00 to cover the cost of garbage bags and gloves for earth day clean up

2nd: Franco

Motion Carried

8. Principal Educator Report

Shawna Drummond (Principal Educator)

“Diversity is having a seat at the table, inclusion is having a voice, and belonging is having that voice be heard.” Liz Fosselin

Main focus for the campus has been around diversity and a sense of belonging and that continues into end of year.

Kindergarten student brought in a display table about Vaisakhi

Grade 2 student explained what Ramadan is

Grade 4 student brought in dates, explaining that they break their fast with a date

It’s been very fun to see students learn about new cultures and try new things and the pride the student presenters have had sharing.

A grade 4 student approached Ms. Newell and Mrs. Drummond about an article she picked about pollution and single use plastics for her grade 4 current events assignment. She wanted to make posters to educate the school about the issue by making a bulletin board for Earth Day and helped Ms. Hadden’s class with some art work about how little hands can change the world. She also helped Mrs. Drummond make an announcement to the entire school

They had a “full school” fire drill April 26th, first drill with entire school in 2 years.

Recess rules have relaxed a bit after 2 years of COVID. Now grades are intermingled a bit when in the field

Survey has gone out to all parents, Shawna is encouraging everyone to please submit so the teachers can get parents perspective about what’s going well and areas for improvement or change. Michelle and Shawna want to seek feedback regarding the impact the focus on diversity might be having at home.

Grade 5 orientation is also in the works. Grade 5 student parents will have a chance to see the middle school. Grade 4 will go over to the NMS school in May. In June the grade 4’s will get together with the NE grade 4’s and have a bit of a mix/mingle activity day.

Tuesday and Wednesday Michelle and Shawna will be meeting with the other campus principles to discuss goals, budgeting etc. This will be their first in meeting person in over 2 years.

Virtual take your school to work: feedback from teacher was that they are open to having parents who are tied to some of the curriculum focus (i.e. veterinarian, geologists etc.)It would be better to do by class vs. an entire school day.

Doughnuts for Drummond will be a good activity for 2022/23 school year.

We’ve had an intervention specialist working with grade 1,2,3 on literacy and numeracy gaps. Re-assessments is indicating incredible growth with these students who had this intervention work. The best part is that the students have been able to talk about their struggles, and how they’ve been given tool to overcome them.

9. Fundraising Coordinator Report

Laurae Spindler (Fundraising Coordinator)

1. Math-athon Fundraiser

1. Did the school get 90% to earn dance party and snack?

Yes. The school reached 94% so they will get their dance party and snack! There is a staff meeting April 27th and they will discuss dates and ordering of popcorn. May 19th is the proposed date. Shawna will get back to us. Mahira will work to get the sound equipment, and Mirabel will need to be contacted to get popcorn from Kernels.

2. Wanda’s Fundraiser

1. Another Mom was going to do a pick up of bottles and cans for Wanda as she had a truck. The Go Fund Me is on the FB page. Salina will speak with Wanda to see if Wanda still wants to take bottles and cans after MRI for future costs.

10. Parental Partnership Report

Haniya Nadeem (Parental Partnership Coordinator)

1. Parent Partnership Hours

- It felt great sending an email out to parents for IN PERSON assistance.
- Parents would love to volunteer in school but those that work need a bit more notice. They are asking for up to a months notice so those working can also be engaged. Haniya recommends this is something we keep in mind and work towards

11. Community Services Coordinator Report

Mahira Muradova (Community Services Coordinator)

-
1. Meet and Greet with Principal: Doughnuts with Drummond?
Decision: We will do this next year
 2. Alumni Facebook Group
 - Marina and Mahira have worked on an insert. Mahira wanted to know who the contact is, and it was confirmed the contact is an email for the SWE council which Tanya sits on.
 - A separate FB page should be set up for other Alumni activities, specifically to have Alumni come back to NWE and chat with students about their success. Who would moderate that? Council took over FFCA NWE FB page. We share between Marina, Mahira and Andrew. If Alumni has someone who wants to also be added as a moderator, we can add them as well. Many of the Alumni are board members so it has been a bit tricky to track down, but it would be great to create this Alumnni. Saturday June 4th is the big event.
 - Communication will be sent via Edsby and room parents
 3. Welcome Back BBQ
 - **We will wait for incoming council to pick a date.** Recommendation is to use Event Brite to sell tickets so we have a sense for total # of attendees to purchase food.
 4. Grade 4 Grad Celebration Teacher Feedback
 - Meeting is actually during conference time this week. **Shawna will have information for the next Council meeting**
 5. Highwood Pool Party
 - In previous years, on last day of school, the entire school would go over to Highwood Pool. The pool has contacted the school, and there are time slots booked for each grade level on their own. Kindergarten grade 1&2 is June 27th and June 28th for Grade 3 and Grade 4.

Motion to approve a spend of up to \$800 for swimming at Highwood pool June 27 and June 28: Andrew
2nd : Mahira

Motion carried

12. Health and Wellness Report

Mirabel Berrade (Health and Wellness / Fun Lunch Coordinator)

-
1. No update this week

13. Fun Lunch Coordinator Report

Mirabel Berrade (Fun Lunch / Health and Wellness Coordinator)

-
1. Subway: April 22
 - This worked very well. Everything was very well organized and parent volunteers delivered in good time.
 2. Jugo Juice: May 27
 - **If a 2nd treat day after May 27th is desirable, Shawna can email Mirabel**

14. Kindergarten Representative and ECS Special Snack Coordinator Report

Salina Bhimji (Kindergarten Representative)

-
1. Special Snack
 1. April 22 Kinder surprise and pringles
 - It went well, the kids loved it.
 2. May 27

- Still working to come up with something, and is waiting for a good sale in hopes of doing a free one by end of year
2. Mentor Parents
- Trista messaged back. Is this something we want to do for new parents? Is it an open house?
- Discussion was that the June 8th open house is probably a very good start.
- Kiss and Cry tea would also be another great option to have experienced parents in attendance

15. Communication Coordinator Report

Marina Lakhani (Communication Coordinator)

1. Communications Plan
- Frame work has been started, Andrew and Salina are meeting April 27th. The goal is to have it done by the end of this quarter.
 - Ongoing communication about Math-athon and Wanda's fundraiser

16. Advocacy Committee Report

Vacant

1. ASCA AGM (Andrew)
1. Budget Tight
 2. Brandi Rai elected President (incumbent, unopposed), Shelley Odishaw elected Vice-President (incumbent, unopposed)
 3. 2 of 3 vacant director positions were filled by: Richard Haggarty (incumbent), and Jacqui Vanderfluit
 4. Carried: "That Alberta Education and Alberta Transportation collaborate to develop universally recognized signage and make this signage available to school boards, and other appropriate steps, to be placed at higher risk bus stops."
 5. Carried: "That the Minister of Education extends the weighting of Diploma Exams at 10% while children's education is being affected by significant learning interrupts."
 6. Carried: "We request that the Minister of Education Conduct a policy review of the current infrastructure maintenance funding formula to: a) address the large deferred maintenance problem facing Alberta schools b) ensure Alberta schools receive operations and maintenance funding that considers building needs and allows for efficient, ongoing maintenance of schools into the future c) center the needs of students ensuring they have equitable access to safe and healthy schools that are well maintained d) remove utilization rates as a factor in operation and maintenance funding We further request that the Minister of Education engage key stakeholders in the education system in the policy review including school boards, school councils, and teachers. We further request that the Minister of Education work with the municipal level of government to coordinate planning and ensure that building new and maintaining old schools are considered as communities grow and change. "
 7. Carried: "We request that the Minister of Education provide a full and public explanation for the decisions to defund ASCA and to create the Minister's Parent Advisory Group. We further request that the Minister of Education initiate a full and broad consultation into the decision to defund ASCA We further request that the Minister of Education reconsider the function of the Minister's Parent Advisory Council. We further request that the Minister of Education validate the important role of ASCA in supporting school councils by reinstating funding. "
2. Andrew suggests that an Advocacy Resolution related to the Ontario Human Rights Commission Right to Read Inquiry be brought forward next year.
3. **Position Vacancy**
- The Chair will be a member of Council and will lead Advocacy initiatives as outlined in the attached Advocacy Committee Terms of Reference. Other members of the committee do not have to be members of Council but are welcome to be.

17. Chair Report

Andrew Chu (Vice-Chair)

1. AGM Draft Agenda (see attached)
 1. Need Written Financial Statements to submit to Board
Franco to provide
Anyone who wants to submit a summary of what we did this year, please send it over to Andrew prior to AGM on May 31. This helps Andrew out and it ensures we get new council members for 2022/23.
 2. Need information relating to how we did on our Goals:
 - Promote and track volunteer hours a bit more
 - Improve parental participation, for example: Increase attendance at 2022 AGM
 - Develop a communications plan to execute on and leave for next year's Council as a blueprint
2. Community Fund application
 1. **John D was supposed to be looking into the application process so Shawna will look into this. Deadline is May 1.**

18. Heritage Celebration Committee Report

Vacant

1. May be eligible for ASCE Grant
2. **Position Vacancy**
The Chair will be a member of Council and will lead Heritage Celebration initiatives as outlined in the attached Heritage Celebration Committee Terms of Reference. Other members of the committee do not have to be members of Council but are welcome to be.

19. Other Items

Andrew Chu (Vice-Chair)

1. Review of Action Items
 1. Standing Items
 1. Distribute and post agenda a minimum of five (5) days prior to the council meeting date (Bylaw 12(1)(a)(vii)) – Only 1 day
 2. Make unapproved minutes of the last meeting available within seven (7) days of the meeting (Bylaw 12(2)(a)(ii)) - Done
2. Meeting Schedule
Dates for meetings are:
May 24 and
June 21
3. Previous Action items
 - Shawna will check with Lee to see if the money came in from Christopher Cool show
 - Confirmed this evening that \$921.81 is appearing as a deposit on a financial statement. Franco will reach out to Lee to confirm 100%
 - Mahira will put together a FB group, working with Marina to help her and then teachers can help share the group to generate some interest.
 - Completed
 - Nicole to speak with Terri Sartori of NWH council to get her input about Welcome Back BBQ.
 - Terri can provide some guidance but may not be in town to support week of
 - Marina will put a draft communications plan together and circulate to council. Marina will book Andrew's time to get assistance .
 - Meeting April 27th
 - Andrew will have AGM agenda created 21 days before AGM (May 11th)
 - Outstnading
 - Shawna can ask teachers if a fun hat toss event with graduation caps could be considered.

- Andrew will speak with Keri-Lee to see if they have a recommendation for a speaker we could have present at AGM
 - They booked a presentation that was 1 hour long.
 - Andrew asked if there was something short and sweet, but she didn't have any suggestions.

4. Action Items for Next Meeting

- [Placeholder]

5. Closing Comments None

6. Closed Session (Non-Staff Only)

1. Motion to Enter Closed Session: Andrew

2nd: Haniya

Motion Carried

Motion to leave closed session: Andrew

2nd: Nicole Segstro

Motion carried

Motion to spend \$1500.00 to celebrate teachers, bus drivers and support staff on May the 4th and May 27th: Nicole

2nd: Mahira

Motion Carried