



School Council - Northwest Elementary Campus, FFCA, Calgary, Alberta

Date: Wednesday, November 23, 2022

Time: 6:30 PM

Location: Video call link: <https://meet.google.com/sww-xemj-idw>

Or dial: (CA) +1 289-434-8421 PIN: 362 910 808#

More phone numbers: <https://tel.meet/sww-xemj-idw?pin=9966222682195>

Or join via SIP: sip:9966222682195@meet.ietf.org

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.

AGENDA

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	Aly Bhimji (Chair) or Andrew Chu (Vice-Chair)
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1. Welcome and Introductions
 1. Voting School Council Members
 2. Non-Voting Ex-Officio School Council Members
 3. Attendees
2. Establish Quorum
 1. The attendance of a majority of voting members constitutes a quorum (6/10)

2. Approval of Agenda	Aly Bhimji (Chair) or Andrew Chu (Vice-Chair)
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- 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.

3. Vacancies	Aly Bhimji (Chair) or 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. Advocacy Committee Chair	
2. Co-Fundraising Coordinator	
3. Members for the Heritage Celebration Committee	
4. Co-Chair / Chair-In-Training	
4. Secretary Report	Heather Hadden (Secretary)
1. Approval of Minutes of the October 19 th , 2022 Meeting.	
5. Special Items	Aly Bhimji (Chair) or Andrew Chu (Vice-Chair)
6. Treasurer Report	Rita Shen (Treasurer)
1. Financial Report	
7. Teacher Representative Report	Pat Mealey (Teacher Representative)
8. Principal Educator Report	Shawna Drummond (Principal Educator)
9. Heritage Celebration Committee Report	Nabila Siddiqui (Heritage Celebration Committee Chair)
1. Heritage events recognized since last meeting (Diwali, Guru Nanak's birthday)	
2. Dragon dance for Chinese New Year celebrations (Jan'23)	
3. New member joining our Committee	
1. Motion to Appoint	
10. Advocacy Committee Report	TBD (Advocacy Committee Chair)
1. Committee Mandate	
○ Work on and submit any Proposed Advocacy Resolutions for the Alberta School Councils' Association (ASCA) to consider	
○ Choose a Voting Delegate to send to any ASCA meeting	
○ Consider and undertake other activities as necessary for the advocacy of the FFCA NWE community	
▪ examples: advocate for a new campus, out of school care solutions, etc.	
11. Community Services Coordinator Report	Mahira Muradova (Community Services Coordinator)
1. Welcome Back BBQ Summary	
1. Eventbrite Survey Results (Marina)	
2. Parental Partnership Goal Event	
1. Olympic Oval	
2. Mini Carnival (Aly)	
3. Seniors Secret Service (Mirabel)	
4. Halloween Dance	
5. Skating Venue Costs	

12. Fun Lunch Coordinator Report	Mirabel Berrade (Fun Lunch Coordinator)
13. Kindergarten Representative and ECS Special Snack Coordinator Report	Salina Bhimji (Kindergarten Representative)
1. Special Snack	
1. Motion to approve \$48.31 for Special Snack Envelopes	
14. Health and Wellness Report	Deanna Zhao (Health and Wellness Coordinator)
1. Fresh Food Friday	
15. Fundraising Coordinator Report	Mahira Muradova (Fundraising Coordinator)
1. Ongoing Fundraisers: Mabel's Labels, Boston Pizza, etc...	
2. Opt-In Fundraiser	
3. Purdy's Chocolate Fundraiser	
16. Parental Partnership Report	Ade Onasanya and Janine Rudolph (Parental Partnership Coordinator)
1. Hot lunch volunteers for November and December	
2. Favourite things list for teachers to complete	
3. Fresh food Friday volunteers – how many are needed and for when	
4. Look into volunteer calendar app Andrew provided	
5. Ongoing – determine what/how we would like to recognize volunteers this year	
17. Communication Coordinator Report	Marina Lakhani (Communication Coordinator)
1. Newsletter	
18. Chair Report	Aly Bhimji (Chair) or Andrew Chu (Vice-Chair)
1. Ride Share, Before-School and After-School Care Survey letter sent	
2. ASC (Andrew)	
1. Campus Meetings?	
2. Community Fund Proposal	
3. ASCE Grant Expenditure Ideas	
19. Other Items	Aly Bhimji (Chair) or Andrew Chu (Vice-Chair)
1. 2022/2023 Goals and Work Plan	
1. Draft Goals	
1. Collectively contribute 20 hours x 237 families (4740 hours) by April 30th, 2023	
2. "Annually, school councils should establish local priorities aligned with the grant purpose that the funds will support "	
• Parent engagement and projects that can include:	
◦ workshops for parents to increase capacity for school council members;	
◦ information sessions on how parents can support student learning at home and at school;	
◦ parent resources and workshops on important topics such as, mental health and well-being, cyber bullying, healthy living, etc.;	

- programs to support multi-cultural and Indigenous families including, English language learners and First Nations, Metis and Inuit learners;
- parent resources and tools in multiple languages;
- events to engage parents on important local issues;;
- parent engagement in promoting the value of arts;
- trainer/facilitator costs for the professional development, workshops or sessions associated with the above

3. Explanatory Videos and Tutorials?

1. Policy 18 Parental Partnership and Logging Volunteer Hours

2. Action Items for Next Meeting

- See 2022/2023 School Council - NWE Action Items - Deck - FFCA Parent Community (ffca-parent.com)

3. Closing Comments

4. Motion to enter closed session without staff members present.



**School Council - Northwest Elementary Campus, FFCA,
Calgary, Alberta**

Date: Wednesday, October 19, 2022

Time: 6:30 PM

**Location: NWE Campus (719 44 Ave NW) with video
call-in option**

Video call link: [Join Zoom Meeting](#)

[https://us06web.zoom.us/j/7867869786?
pwd=K2FFOFIQY0tWbVl1MXkxVHh6bjJHQT09](https://us06web.zoom.us/j/7867869786?pwd=K2FFOFIQY0tWbVl1MXkxVHh6bjJHQT09)

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

1. Call To Order

Aly Bhimji (Chair) or Andrew Chu (Vice-Chair)

1. Welcome and Introductions

Attendees: Aly Bhimji (Chair), Andrew Chu (Vice-Chair), Heather Hadden (Secretary), Janine Rudolph (Parental Partnership Coordinator), Ade Onasaya (Parental Partnership Coordinator), Salina Bhimji (Kindergarten Representative), Maira Muradova (Community Service Coordinator), Nabila Siddiqui (Heritage Celebration Committee Chair), Pat Mealey (Teacher Rep), Shawna Drummond (Principal), Michelle Newell (Associate Principal), Marina Lakhani (Communications Coordinator), Deanna Zhao (Health and Wellness Coordinator), Jingxing Lin

2. Establish Quorum

1. The attendance of a majority of voting members constitutes a quorum (6/11)

2. Approval of Agenda

Andrew Chu (Vice-Chair)

Approved by Unanimous Consent

3. Vacancies	Andrew Chu (Vice-Chair)
1. These have not been filled since last month. <ol style="list-style-type: none"> Advocacy Committee Chair Co-Fundraising Coordinator Members for the Heritage Celebration Committee Co-Chair / Chair-In-Training 	
4. Secretary Report	Heather Hadden (Secretary)
1. Correspondence from ASCA (see attached): Has different workshops to set up for all the councils 2. Minutes of the September 21 st , 2022 Meeting Approved by Unanimous Consent 3. Electronic Motion on September 27 th : Nabila moves to rescind the "motion to change NWE School Council meetings to the second Wednesday of each month" made at the September 21st meeting. Andrew Seconds. Motion Carried on October 4th	
5. Special Items	Aly Bhimji (Chair) or Andrew Chu (Vice-Chair)
None at this time	
6. Treasurer Report	Rita Shen (Treasurer)
7. Treasurer Report	Rita Shen (Treasurer)
1. Financial Report: None at this time	
7. Teacher Representative Report	Pat Mealey (Teacher Representative)
1. Swimming is going underway 2. Apple fundraiser was embraced 3. Looking for parent involvement at Remembrance Day assembly – For parents to come to assembly 4. Appreciate the support in the classroom for the Discretionary Fund 5. Looking forward to Halloween Dance 6. Again, The Welcome Back BBQ was a huge success. Everyone felt loved. 7. Parent council is supportive and the teaching staff really notice. We really appreciate all that you do. 8. Safety City is not open for business. Kindergarten is doing live presentations with EMS and Fire to highlight safety.	
8. Principal Educator Report	Shawna Drummond (Principal Educator)
9. Heritage Celebration Committee Report	Nabila Siddiqui (Heritage Celebration Committee Chair)
1. Apples were a big hit 2. Learning Conferences – Hybrid (some were virtual and some in person) <ul style="list-style-type: none"> Great to see parents in building and offer the flexibility for parents to attend remotely Data shows that there were no patterns between teachers about which was more popular 3. Board Visit happened last Wednesday (October 12 th) <ul style="list-style-type: none"> They visited a few classrooms They were here over lunch so we had a bit more time to visit. 4. PGP Conversations with staff <ul style="list-style-type: none"> Teachers choose a goal or a couple of goals to improve their teaching Meet to talk about how we can help them achieve their goals Michelle and Shawna also set goals and they had their meeting to go over their goals with the Central Office Team 	

- First goal is a continuation from last year (and includes School Council): Focus on celebrating Diversity and Inclusion. Our goal is for everyone to feel like they belong and matter
 - Second goal is implementing new math and language arts curriculum and to assist teachers as they implement the curriculum and focus on engagement in their classrooms.
5. Pd day coming up next week at SEE – New Curriculum Focus
 - Working with Jodi Devries working on LA in the morning
 - In the afternoon a rep from the CRC, Roslind, is going to come to work on the math curriculum
 6. Remembrance Day –
 - excited because Katy Silchmueler’s husband is retired from the armed forces and will come to speak at the ceremony
 - Assembly will be live and a special experience.
 7. Volunteering was addressed at staff meeting –
 - creating a bank of ideas for teachers to utilize parent volunteers in the classroom/school
 - One thing that came up was volunteers that could help with school beautification jobs.
 8. Confirmation that grades 1,2,3&4 classes will be going skiing. Possibly use some of the casino funds to help with expenses for parents.
 9. Looking ahead to Pink Shirt Day –
 - All the grade 4’s from all FFCA elementary’s along with the 5’s and 6’s will go to the Hitman Game that day
 - With the bussing costs it will be about \$20/student including the shirt that they get.
 - 10. One ask for council – to cover the cost for dinner at learning conferences. Teachers are in the building from 8am to 9pm and it is a nice treat however we don’t have the funds to continue with this. Hoping council would consider paying for the dinner. Shawna will get the \$\$ amount.**
 11. Michelle – role change this year – not in the classroom
 - Taken on the role of inclusion facilitator, some of the funding that FFCA was granted was put towards that role
 - Michelle is working on universal supports, tech, CHAMPS, targeted support works like speech, OT, YDC, ESL, Individual supports through Renfrew
 12. We had a lockdown – CPS came in and it went very well
 13. Andrew question about curriculum – How different of a change is it for FFCA.

Shawna – not a huge difference for us but is very different for other schools in the province

 - there is some more explicit instruction around some phonological awareness skills
 - typing has been added in
 - reading instruction is not very different for our staff
 - Pat and Sam piloted the curriculum and shared a lot of resources which are now part of the curriculum resource list. They were able to encourage other teachers in the province and share information
 - Kindergarten Math, is similar as well: Sam and Pat are revamping math program. FFCA was already meeting expectations. 3D shapes have been added
 - Other grades have a few other changes
 - Basic facts have changed for all grade levels, a committee cross campus has been formed to look closely at the changes and assessments basic facts
 - Grade 4 adding in angles learning to measure angles – we have bought class sets of protractors

9. Heritage Celebration Committee Report

Nabila Siddiqui (Heritage Celebration Committee Chair)

1. This month has not been very busy. Thanksgiving was highlighted.
2. Language video requests have come in for the National Day of Truth and Reconciliation. The videos are in Mandarin and Punjabi. These will be included in the virtual assembly.
3. Diwali begins next week. The festival of lights. Coordinating with families for decorations. Will be making Rangouli (traditional art) on the front and back porches of the school.
4. Gurunanak’s Birthday, a Sikh celebration, will be coming up.
5. Halloween will have a dance on the 27th at recess times.

10. Advocacy Committee Report

TBD (Advocacy Committee Chair)

1. Committee Mandate
 - Work on and submit any Proposed Advocacy Resolutions for the Alberta School Councils' Association (ASCA) to consider
 - Choose a Voting Delegate to send to any ASCA meeting
 - Consider and undertake other activities as necessary for the advocacy of the FFCA NWE community
 - examples: advocate for a new campus, out of school care solutions, etc.

11. Community Services Coordinator
Report

Mahira Muradova (Community Services Coordinator)

11. Community Services Coordinator
Report

Mahira Muradova (Community Services Coordinator)

1. Halloween Dance - Thursday, October 27th
 - glow in the dark bracelets
 - fun lunch is the same day
 - 2 volunteers needed to relieve the teacher for lunch
 - ½ the school (K's, 1's and 3's) dance is at 10:20 and ½ (K's, 2's and 4's) at 1:20.
 - Will need volunteers to help with the glow bracelets. Will need to arrive at 10 and 1
 - **Action Item: Ade needs to coordinate 2 volunteers in the am and 2 volunteers in the pm.**
 - For future dances we could look at a community center that offers free space - Edgemont or we could coordinate with NMS. We have a 557 capacity for fire code.
2. Storybook Theatre - is there an interest?
 - on line is not an option
 - will be cost of the ticket and bus to get there
 - Society funded the last storybook theatre
 - Could SBT come to the school instead of us going to them?
3. Trixter Theatre - there is a grant process to get them to come in.
 - **Action Item - Maira will look into having Trixter Theater come to the school in the future.**
4. Engineering for Kids -
 - **Action Items: Maira is waiting for an email back and will contact NEE school council. Andrew will forward the email to Maira.**

12. Fun Lunch Coordinator Report

Andrew for Mirabel Berrade (Fun Lunch Coordinator)

1. Update - Last day to order for October is tomorrow (October 20th).
2. Spolumbos and Modern Jelly Donuts for November. Not all vendors have Gluten Free Option.

13. Kindergarten Representative and ECS Special
Snack Coordinator Report

Salina Bhimji (Kindergarten Representative)

1. Special Snack - has been going awesome, most everyone participates
2. Apple juice, fruit by the foot and rice krispie square

14. Health and Wellness Report

Deanna Zhao (Health and Wellness Coordinator)

1. Fresh Food Friday - November 4th will be the first one
 - Action Item: Deanna will let school know on Monday, October 31st what the fruit will be.
2. Box of apples left - donate to staff room, give to kids and staff.

15. Fundraising Coordinator Report

Mahira Muradova (Fundraising Coordinator)

1. Davison Orchards Apple Fundraiser -
 - Next year, we have to ask parents for receipts: 2 boxes that parents took HC instead of Blends
 - There were discrepancies between what our system printed out and what people had thought they ordered.
 - 10 more boxes were sold this year than last year.
 - Maira emailed Lee and Rita to found out if the invoice has been paid.

- Lee has sent it to Central but there may be a delay in having the cheque made and sent to them. For next year, we could ask for FFCA to put the money in council's account so that we could cut the cheque to the Orchard. It is a large order (over \$7000).
2. Opt-In Fundraiser – need to advertise it a bit more.
 - Action Item: Marina will advertise it in the newsletter for tomorrow
 3. Other Possible Fundraisers
 - The Grinch Tree: in the past (made about \$330) total only 33 trees were ordered.
 - Christmas Cards – a possibility
 - Gift Cards – a possibility Andrew will scan and send to Maira
 - Sock Fundraiser – Maira has emailed but has not heard back
-

16. Communication Coordinator
Report

Marina Lakhani (Communication Coordinator)

16. Parental Partnership Report

Ade Onasanya and Janine Rudolph (Parental
Partnership Coordinators)

1. Volunteer Interest List (based on Registration Survey) – ready to go and makes it easy to find volunteers
2. Ideas To Reward Parent Volunteerism
 - Anyone who has put in 20 hours or above will get one of these things or a raffle for Tim's Cards, Grocery Cards, 7-11, Circle K
 - Shopping Cart Coin- 100 pieces is \$576 as a thank you
 - FFCA card Minimum order is 200 costs \$250
 - Notepad magnetic min order 250 at 1.65 each (\$479.85)
3. **Janine motions to allocate \$500 to recognize parents who volunteer more than 20 hours. Marina seconds. Motion carried.**
4. Swim volunteers – were coordinated through Mr. Broad
5. Hot Lunch Volunteers –
 - having some trouble getting people in
 - We will have enough people to make sure everyone gets the food where it needs to go
 - Janine will reach out to Kindergarten parents to volunteer
6. Mini QR Codes to help parents log into the Family Log In are ready to put up around the school.
7. Favourite Things Sheets – is there any way we can do that electronically?
 - Google Forms would be an easy way to get, record and see the information
 - Janine will do this soon
8. **Action Item: Marina will include a reminder for parents to record their volunteer hours in the monthly newsletter.**

17. Communication Coordinator Report

Marina Lakhani (Communication Coordinator)

1. Newsletter –
 - reminder for opt in
 - thank you to parents and reminder to log volunteer hours
 - blurb about Halloween dance
2. Campus Website School Council Page Review (Suggestion from Central Office):
 - Parent Partnership - Northwest Elementary (ffca-calgary.com)
- Will work with Lee to update. We could put in fundraisers, how to log hours, etc

18. Chair Report

Andrew Chu (Vice-Chair)

1. ASC – Expenses need to be in before August 31st, 2023 Are councils interested in pooling grants?
2. **Andrew Motions to pool any ASCE Grant funds received with the ASCE Grant funds from other campuses by entrusting ASC with the funds to spend and account for. Janine seconds. Motion Carried.**

3. Andrew motions to distribute the following letter to the respondents of the Ride sharing, before and/or after School Care Survey who left their contact information (Attached, Andrew) Marina seconds. Motion carried.

4. Report to Board Submitted: <https://www.ffca-parent.com/s/XbMioE3DZiqafwk>

5. Edsby Notification Changes (Andrew) - notifications have changed

19. Other Items

Aly Bhimji (Chair)

1. 2022/2023 Goals and Work Plan

1. Draft Goals

1. Collectively contribute 20 hours x 237 families by April 30th, 2023

2. "Annually, school councils should establish local priorities aligned with the grant purpose that the funds will support "

- Ideas for Parent engagement and projects that can include:
 - workshops for parents to increase capacity for school council members;
 - information sessions on how parents can support student learning at home and at school;
 - parent resources and workshops on important topics such as, mental health and well-being, cyber bullying, healthy living, etc.;
 - programs to support multi-cultural and Indigenous families including, English language learners and First Nations, Metis and Inuit learners;
 - parent resources and tools in multiple languages;
 - events to engage parents on important local issues;
 - parent engagement in promoting the value of arts;
 - trainer/facilitator costs for the professional development, workshops or sessions associated with the above

3. Explanatory Videos and Tutorials?

1. Policy 18 Parental Partnership and Logging Volunteer Hours

4. Will Carry this topic forward to the next meeting.

2. Action Items for Next Meeting

- See 2022/2023 School Council - NWE Action Items - Deck - FFCA Parent Community (ffca-parent.com)

3. Closing Comments

- Next meeting will be: Wednesday, November 23rd.
- **Motion to end meeting at 8:33pm. Janine seconds. Motion carried.**