



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

Date: Wednesday, January 18, 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>

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;

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| 1. Call To Order | 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 (5/9)
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| 2. Approval of Agenda | 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.
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| 3. Vacancies | Andrew Chu (Vice-Chair) |
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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. Co-Fundraising Coordinator

4. Members for the Heritage Celebration Committee (Currently Have 2 Members)

4. Secretary Report	Heather Hadden (Secretary)
1. Approval of Minutes of the December 21 st , 2022 Meeting.	
5. Special Items	Andrew Chu (Vice-Chair)
6. Treasurer Report	Rita Shen (Treasurer)
1. Financial Report	
7. Teacher Representative Report	Tara Finch (Teacher Representative)
8. Principal Educator Report	Shawna Drummond (Principal Educator)
1.	
9. Heritage Celebration Committee Report	Nabila Siddiqui (Heritage Celebration Committee Chair)
1. Events celebrated since last meeting- La Befana and Epiphany	
2. Lunar New Year celebration on Jan 20	
10. Advocacy Committee Report	TBD (Advocacy Committee Chair)
1. Committee Mandate	
<ul style="list-style-type: none"> ○ 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 <ul style="list-style-type: none"> ▪ examples: advocate for a new campus, out of school care solutions, etc. 	
11. Community Services Coordinator Report	Mahira Muradova (Community Services Coordinator)
1. Code Ninja / STEM for PD Day 2. Skating in February 3. Flashmob dance FFCA Schools 4. Kindergarten 100 day of school celebration - photo booth, wigs, glasses how kids look when they are 100 yrs old.	
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	
14. Health and Wellness Report	Deanna Zhao (Health and Wellness Coordinator)
1. Fresh Food Friday - Pomelo	
15. Fundraising Coordinator Report	Mahira Muradova (Fundraising Coordinator)

1. Ongoing Fundraisers: Mabel's Labels, Boston Pizza, etc...
2. Purdy's Chocolate Fundraiser
3. Funscrip Fundraiser
4. Spirit Wear Fundraiser
5. Bottle Drive in Spring;
6. Sticker run/ Treasure box items run

16. Parental Partnership Report	Ade Onasanya and Janine Rudolph (Parental Partnership Coordinator)
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1. Parental Partnership Hours Report

17. Communication Coordinator Report	Marina Lakhani (Communication Coordinator)
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1. Newsletter

18. Chair Report	Andrew Chu (Vice-Chair)
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1. The Association of FFCA School Councils (ASC)
 1. Food Bank Drive
 2. Community Fund Proposal
 3. ASCE Grant Expenditure Ideas
 - o Network Security(Janine/Kyle)
 - o Ideas from Campus Staff
 1. Screentime/Online Safety for children
 2. Healthy Habits (sleep, nutrition, physical activity)
 3. How to be assertive and set boundaries (for parents and students)
 4. Tips/Strategies for reading with your children (M. Bence and M. Ramsey)
2. The Alberta School Councils Association (ASCA)
 1. Call for Advocacy Resolutions due January 27th, 2023:
<https://www.albertaschoolcouncils.ca/public/download/files/220289>
 2. Hybrid AGM

19. Other Items	Andrew Chu (Vice-Chair)
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1. 2022/2023 Goals and Work Plan
 1. Draft Goals
 1. **Collectively contribute 20 hours x 237 families (4740 hours) by April 30th, 2023**
 1. Parental Partnership Goal Event?
 1. Mini Carnival (Salina)
 2. **Other Ideas?**
 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:
 - o workshops for parents to increase capacity for school council members;
 - o information sessions on how parents can support student learning at home and at school;
 - o parent resources and workshops on important topics such as, mental health and well-being, cyber bullying, healthy living, etc.;
 - o 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. What Is School Council?
 2. Recruitment Video
 3. Policy 18 Parental Partnership and Logging Volunteer Hours
 4. Bring a Friend to Council
2. Action Items for Next Meeting
 - See [2022/2023 School Council - NWE Action Items - Deck - FFCA Parent Community \(ffca-parent.com\)](https://ffca-parent.com/2022/2023-School-Council-NWE-Action-Items-Deck)
 3. Closing Comments



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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.

Minutes

1. Call To Order: 6:33pm Andrew Chu (Vice-Chair)

1. Welcome and Introductions

Attendees: Andrew Chu (Vice-Chair), Heather Hadden (Secretary), Janine Rudolph (Parental Partnership Coordinator), Salina Bhimji (Kindergarten Representative), Maira Muradova (Community Service Coordinator), Nabila Siddiqui (Heritage Celebration Committee Chair), Shawna Drummond (Principal), Michelle Newell (Associate Principal), Deanna Zhao (Health and Wellness Coordinator)

1.

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)

Agenda approved by unanimous consent.

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. Co-Fundraising Coordinator
4. Members for the Heritage Celebration Committee (Currently Have 2 Members)

4. Secretary Report Heather Hadden (Secretary)

Minutes of the November 23rd, 2022 meeting approved by unanimous consent.

5. Special Items Andrew Chu (Vice-Chair)

No report at this time.

6. Treasurer Report Rita Shen (Treasurer)

1. Financial Report

Andrew reports that the bank balance for \$1,391.75. Total Bank+Campus = \$12 072.82 - probably closer to the \$11 000 mark when the withdrawals are taken out.

Shawna reports the School Account Balance is \$10,681.07

7. Teacher Representative Report	Shawna Drummond
<ol style="list-style-type: none">1. A big thank you for the Cobb's bread for the special treats for all of the staff.2. It is so great to have volunteers back in the school helping during this busy time of year.	
8. Principal Educator Report	Shawna Drummond (Principal Educator)
<ol style="list-style-type: none">1. Michelle and Shawna have been visiting all the classes reading "Say Something".2. Occupational Therapist was in and met with all the grade levels to help with advice with programming for students.3. Lots of indoor recesses – support staff have been helping teachers and teachers have had extra supervision. Shawna and Michelle have been hosting Dance Parties at recess in the gym.4. Teachers are meeting as grade levels to plan for new curriculum.5. The admins at NMS, NWE and NEE have met to talk about how to support students making the transition from 4-5.6. 2 new student teachers in 3T and 2S starting in January.7. Grade 4's are going in February to the Calgary Hitmen "Be Brave" event – focused on Bullying. Parents will pay the cost of the program. Asking council to pay The bus costs: \$241.50 <p>Andrew moves to have council pay \$300 for bussing for the Grade 4's to attend the Calgary Hitmen "Be Brave" event. Janine seconds. Motion passed.</p>	
9. Heritage Celebration Committee Report	Nabila Siddiqui (Heritage Celebration Committee Chair)
<ol style="list-style-type: none">1. Heritage events acknowledged since last meeting- Khushali (Dec 13): parents sent in traditional pictures, Henna on hands, to be displayed on the school tv, Shawna made an announcement, a sign up in the hallway to acknowledge the event, Hanukkah (Dec 18): a note in the school communication for parents, Christmas celebrations are happening now.2. January 2023 heritage events- La Befana (Jan 6): An Italian Holiday. The school can do an announcement after the break. Nabila will email the family. Lunar New Year (Jan 22): Lion Dance, will put up decorations, Nabila will be in touch with parents to help with decorations. Staff will send out an invite for parents to attend.3. Volunteers for Lunar New Celebration on Jan 20th – No volunteers are needed for the Lion Dance.	
10. Advocacy Committee Report	TBD (Advocacy Committee Chair)
No report at this time	
11. Community Services Coordinator Report	Mahira Muradova (Community Services Coordinator)
<ol style="list-style-type: none">1. Skating in February at Shane Homes YMCA: \$250 - \$300/hour with a capacity for 300 people or Olympic Oval (available Feb12) is \$1200/hour to book a private skate and there is a separate room (\$130). Other option is to not book and can pay entrance fees for families \$6.00/adult and \$3.75/child. We should send out an invite and see what the interest level is. <p>Maira motions to add an addition \$200 for the skating event. Janine seconds. Motion passed.</p> <ol style="list-style-type: none">2. Sticker Run – Have parents donate stickers for their teachers. Shawna will bring this to the staff to get more feedback. <p>Maira motions to do the sticker drive for the teachers in January. Janine seconds. Motion passed.</p> <ol style="list-style-type: none">3. Trixter Theatre – Majority of staff is interested for 2023 school year and council can start on paper work. <p>Maira motions to start the process to apply for the grant for Trixter Theatre. Janine seconds. Motion passed.</p> <p>Action Item – Maira to forward info on Trixter to Shawna for the staff.</p> <ol style="list-style-type: none">4. Seniors Secret Service – Janine will consult with Mirabel about a better process for next year.5. Facebook Alumni Group – pick someone from School Council to join the alumni group. Use the School Council account using this account to be a liaison with this group.	

Action Item - Andrew will work on this item with Maira off line.

12. Fun Lunch Coordinator Report	Mirabel Berrade (Fun Lunch Coordinator)
1. Lunches are set up until March.	
13. Kindergarten Representative and ECS Special Snack Coordinator Report	Salina Bhimji (Kindergarten Representative)
1. Special Snack - Today was cookies and milk, it was the free special snack.	
14. Health and Wellness Report	Deanna Zhao (Health and Wellness Coordinator)
1. Fresh Food Friday - Did tomatoes for December. Working on something for January.	
15. Fundraising Coordinator Report	Mahira Muradova (Fundraising Coordinator)
1. Purdy's Chocolate Fundraiser - will run in the Jan and Feb newsletters. There is no information from them yet. We could move this to Easter time	
2. Spirit Wear Fundraiser - Could run it in January	
Maira motions to change the dates of the Purdy's Fundraiser to February 27th to March 10th . Janine Seconds. Motion passed.	
16. Parental Partnership Report	Janine Rudolph (Parental Partnership Coordinator)
1. Parental Partnership Hours Report - Has the report and will see who has made the 20 hours. Action item - Janine will contact Lee to get updated hours.	
2. Sign Up Genius Follow-Up - will use that going forward when asking for volunteers.	
17. Communication Coordinator Report	Marina Lakhani (Communication Coordinator)
1. Newsletter - no report	
18. Chair Report	Andrew Chu (Vice-Chair)
1. Foundations for the Future NW Campus Society	
1. Dec 15/16 Casino - Successful, had 8 cancellations on second day but had enough extras to fill in.	
2. The Association of FFCA School Councils (ASC)	
1. Food Bank Drive - run in March around the Spring Break	
2. Community Fund Proposal - ASC is on Jan 9 th .	
3. ASCE Grant Expenditure Ideas	
1. Network Security (Janine) - A firewall that goes around the network and your devices. Hardware/software solution for your home network against external threats.	
Action Item - Kyle Rudolph can present on Jan 9th to all the campuses	
3. The Alberta School Councils Association (ASCA)	
1. Call for Advocacy Resolutions due January 27 th , 2023: https://www.albertaschoolcouncils.ca/public/download/files/220289	
19. Other Items	Andrew Chu (Vice-Chair)
1. 2022/2023 Goals and Work Plan	
Explanatory Videos and Tutorials?	
1. What Is School Council - Working with Marina to enhance and post video from last year.	
2. Recruitment Video - explain roles and have some commentary to get people interested in for the AGM. Kindergarten Information night is Jan. 17 th at 6:30pm. Salina Bhimji could present for council. Try to have it done for May.	
3. Bring a friend to council idea.	
4. Short term project commitments. Action Item - Janine will put out a request for someone to work on the recruitment video. Nabila also needs help for Heritage Fest and that can be sub-committee.	

Andrew motions to recruit someone to work on a recruitment video. Janine seconds. Motion passed.

5. Action Items for Next Meeting

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

2. Closing Comments

Andrew motions to enter closed session without staff members present. Janine seconds. Motion passed.

Andrew motions to exit closed session. Janine seconds. Motion passed.

Andrew motions to approve \$475 for a discretionary fund for the Community Services Coordinator. Janine seconds. Motion passed.

Andrew motions to have council pay \$400 for January Learning Conference Meals. Janine seconds. Motion passed.

Meeting adjourned at 8:15pm.