



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.*

### Minutes

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

Attendees: Andrew Chu (Vice-Chair), Heather Hadden (Secretary), Janine Rudolph (Parental Partnership Coordinator), Mahira Muradova (Community Service Coordinator), Nabila Siddiqui (Heritage Celebration Committee Chair), Shawna Drummond (Principal), Michelle Newell (Associate Principal), Deanna Zhao (Health and Wellness Coordinator), Sam Lien (Teacher Rep), Marina Lakhani (Communication Coordinator), Lin (Society), Adey Onasany (Parental Partnership Coordinator), Rita Shen (Treasurer)

2. Establish Quorum

1. Quorum is over 5/9.

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2. Approval of Agenda	Andrew Chu (Vice-Chair)
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**Andrew moves to approve Agenda approved by unanimous consent.**

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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)

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4. Secretary Report	Heather Hadden (Secretary)
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**Minutes of the December 21<sup>st</sup>, 2022 meeting approved by unanimous consent.**

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5. Special Items	Andrew Chu (Vice-Chair)
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None at this time.

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6. Treasurer Report	Rita Shen (Treasurer)
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1. Financial Report: No transactions since October. \$1400 in the account. We have \$18 000 revenue and \$8500 expense and so we should have around \$10 000 in the school account.

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## 7. Teacher Representative Report

Sam Lien (Teacher Representative)

1. Many thanks for all of the initiatives that School Council has been a part of, the ski days were a wonderful opportunity, Looking forward to the Lion Dance. Kindergarten Orientation was in-person and it was very nice to have conversations with families. Thank you Mirabel and Marina for coming out to the Kindergarten Orientation.
2. Feedback re hot lunches – happy that hot lunches are part of the experience again, simple is effective this year has been tricky and the lunches are quite big with both a lunch and a dessert. Sam has spoken with Mirabel about the feedback from teachers. The main points are as follows:
  - Teachers understand that it is difficult to please parents and that we do appreciate that lunch is offered as a service for students.
  - A poll that goes out to families regarding hot lunch needs to be carefully worded so that feedback is welcomed but it is clear that there will be limits, such as no desserts, and the focus should be on having options so that everyone with dietary restrictions, such as gluten free and vegetarian option, can participate.
  - We do not need lunch AND dessert on the same day - we'd prefer to prioritize the lunch part and order food. We do not need a dessert vendor.
  - Portion sizes are often too large (especially for the desserts) so students end up bringing home a lot of what they order
  - There is no need to have a drink option as we encourage children to drink water and the juice often fills the bellies of young kids quickly. One vendor provided a can of juice which did not work.
  - Restaurant choices affect how much food actually gets eaten...some vendors seem like good choices but the students don't actually eat the food (pizza, pasta and Subway are usually lunches that do get eaten).
  - When the lunch option do not get eaten...the kids are hungry during the afternoon
  - There is a lot of food wasted in some grades
  - Sending home food does not always work as packaging breaks and leftover food spills and many kids ride the bus
  - There are too many choices each month (toppings/variety etc.)

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## 8. Principal Educator Report

Shawna Drummond (Principal Educator)

1. Skiing was a highlight. Kids learned quickly. Many parents were out helping at the hill and getting to know each other.
2. Working with Dr. Georgiou's team. They are in the school doing the second round of norming to create a standardized reading assessment for grades 1-3.
3. Central Office is interviewing to hire a Literacy and Numeracy Interventions Teacher. They would work with all of the elementary schools/middle school, helping teachers to meet the needs of students.
4. Alberta Assurance Survey is coming up,
5. AERR presentation should be on Jan25th at NEE. Shawna is waiting to look at the results for NWE. Going to really encourage grade 4 parents to fill out the survey.
6. Family Literacy Day is coming on Jan27 when Learning Conferences are. The theme is Celebrate Your Heritage – Learn About Your Family Together As A Family. Try to promote families to do this at home and to log the time families do this as volunteer hours.
7. Mission Impossible is coming up. Parent Night will be on Monday, February 13<sup>th</sup>. After School for a couple of hours.
8. Plan on bringing back our Spring Concert. Society has covered the rental of the church in the past. Would like support from Council or Society to pay for the rental of the church.
9. UofC Japanese Students will be coming to view our school. They are looking at comparing education in Canada and Japan. They will be coming in March.
10. Book – You Matter was read earlier in the school year. A student brought a different book “Say Something” to Shawna's attention because this book reminded her of “You Matter”. Michelle and Shawna went to all classes before the break and read “Say Something”. All students had opportunity to “Say Something” on the bulletin board.

### Action Items:

1. **Nabila and Janine will reach out to Parent community on Jan 27 and share the resources with them to encourage them to do the activity as a family log the volunteer hours and inform about upcoming heritage fest in spring.**
2. **We will put the booking of the church on the agenda for Society.**

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9. Heritage Celebration Committee Report	Nabila Siddiqui (Heritage Celebration Committee Chair)
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1. Events celebrated since last meeting- La Befana and Epiphany – acknowledged that on first day back. Was able to get resources from the Italian Center.
2. Lunar New Year celebration on Jan 20 – Ms Leong has been coordinating and we are all set. Put up decorations today. Invites went out last week. We have had 35 responses so far.

**Action Items:**

1. **February is Black History Month – will reach out to the parent community to share resources for important figures and celebrations**
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10. Advocacy Committee Report	TBD (Advocacy Committee Chair)
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No report at this time.

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11. Community Services Coordinator Report	Mahira Muradova (Community Services Coordinator)
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1. Code Ninja / STEM for PD Day – Have not heard back from them.
2. Skating in February – Feb 12 at the Oval if we pay for each person separately. \$1267 for 2 hours. Or we can pay for each person separately and then Kidsport provides free skates.  
Winsport – is also available. Each sheet of ice is 50 people  
Time 1-3.  
Need volunteers for the trailer. Shawna will check the insurance on FFCA end. Are there rules for mandatory helmets? Have to put in a blurb about risks involved and that parents must ensure that their child has a helmet and that they are wearing. Mahira will double check with the Oval to see if there is a waiver and if they will require helmets. Invitation needs to have the size of skates and helmets. Depending on ratio at adults to children we should look at renting the whole oval for our exclusive use. Maria needs to find out about parking passes.

**Mahira motions to add \$150 to the budget for the skating event. Andrew seconds. Motion carried.**

3. Flashmob dance FFCA Schools – link it to grade 4 graduation or cultural event as a possible community activity.
4. Kindergarten 100 day of school celebration - photo booth, wigs, glasses how kids look when they are 100 yrs old. – Grade one does the 100<sup>th</sup> day of school. Ideas have been noted and they will contact their parent community if they want to proceed with it.

**Action Items:**

1. **Marina will send out invite for skating to gauge interest and get numbers.**
  2. **Janine and Addy to put out an invite for volunteers to help with the trailer at the skating event**
  3. **Mahira will check with Oval regarding helmets and parking passes**
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12. Fun Lunch Coordinator Report	Mirabel Berrade (Fun Lunch Coordinator)
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1. The hot lunches are all set up through April.  
January 20<sup>th</sup> will be Mcdonalds  
February 24<sup>th</sup> will be Mucho Burrito  
March 24<sup>th</sup> will be Cibo  
April 28<sup>th</sup> will be – Saucy Bread Company
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13. Kindergarten Representative and ECS Special Snack Coordinator Report	Salina Bhimji (Kindergarten Representative)
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1. Special Snack - will come out on Friday, January 20<sup>th</sup>.
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14. Health and Wellness Report	Deanna Zhao (Health and Wellness Coordinator)
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1. Fresh Food Friday – Pomelo tied it into Chinese New Year
2. Budget is doing good. Have spent about \$60 so far.
3. Open to any suggestions, cultural food, etc

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#### 15. Fundraising Coordinator Report

Mahira Muradova (Fundraising Coordinator)

1. Purdy's Chocolate Fundraiser – is set up for Easter. Send out in January Newsletter. February 21-March 6 and Parents pick up the week of March 20<sup>th</sup>. Website is - fundraising.purdys.com
2. Spirit Wear Fundraiser – is happening right now Jan16-Feb6. Flyers will be coming to the school. Suggestions: ASC information is that some campuses do not like this fundraiser because they get worn as uniform pieces but it isn't part of the uniform. Not to run it every year – parents usually buy sizes that kids will be able to wear for a couple of years.
3. Bottle Drive in Spring (May) could be an ongoing fundraiser registered at several depots – Mahira will bring the details in February.
4. -a-thon, Math-a-thon/spell-a-thon, biggest fundraiser of the year – over \$7 000 last year. Shawna will forward info to Mahira and will bring it back in February.
5. Sticker run/ Treasure box items run – will bring back in Feb
6. Philharmonic is all booked and sold out. Will bring the information back to council for next year
7. Mahira needs help with Trixter Theatre – with the paper work and communication. Needs a sub-committee. The paperwork needs to be in by May 1<sup>st</sup>.

**Mahira motions to create a Trixter Sub Committee including Janine, Mahira and a staff member of the principal's choosing to apply for the Trixter Grant. Andrew Seconds. Motion carried.**

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#### 16. Parental Partnership Report

Ade Onasanya and Janine Rudolph (Parental Partnership Coordinator)

1. Parental Partnership Hours Report – 1089hours logged
2. Fun Lunch - has had enough volunteers
3. Video editing – we will need the videos by the end of spring break to have the editing done by April
4. Request that if you need volunteers, please send email for date time and number of people you need for the event.
5. Report from Superintendent – looks like some of the volunteer hours from the beginning of the year may have been wiped out.
6. ASC discussion – they may be stopping the volunteering hours. Parent partnership is foundational to our community. If it is not measured how can we know how much our parental partnership is achieving?

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#### 17. Communication Coordinator Report

Marina Lakhani (Communication Coordinator)

1. Newsletter
2. Poll for Fun Lunch – create survey
3. Poll for Fresh Food Friday
4. Invite for skating - put on skate size and if helmets are needed Made an Eventbrite and will tweak it for next week (Monday, Jan 30<sup>th</sup>)
5. Putting in Fundraisers for Spirit Wear and Purdy's

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#### 18. Chair Report

Andrew Chu (Vice-Chair)

1. The Association of FFCA School Councils (ASC) – bylaws did pass, suggestion brought up for a hybrid model to boost attendance, honey fundraiser, cookie dough fundraiser, west jet raffle without going through Society, NEE Cedar's Deli and Coco Brooks, Seniors Secret Santa, Spirit Wear,
  1. Food Bank Drive -
  2. Community Fund Proposal
  3. ASCE Grant Expenditure Ideas
    - Network Security(Janine/Kyle) – trying to get something from a vendor, what was the interest amongst the group? For pay service is pricey – Would they be offering tips AND products, tools that are recommended, OPENDNS – has used to secure home network – teach you how to secure your home network.
      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) – Availability and costs – Shawna will look at.

Andrew can bring this to ASC once he has more details for both the Network Security and the Reading strategies. If the amount goes over we can go in with another campus . We have \$7000 to spend with the pooled money.

2. The Alberta School Councils Association (ASCA) –
  1. Call for Advocacy Resolutions due January 27<sup>th</sup>, 2023:  
<https://www.albertaschoolcouncils.ca/public/download/files/220289>
  2. Hybrid AGM – Let Andrew know if you want to attend in Edmonton.
  3. Will have the agenda soon.

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## 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 30<sup>th</sup>, 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 “
        - Network security
        - Reading strategies
    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)
  3. Closing Comments

Mahira moves to enter closed session at 9:04pm without Staff. Andrew Seconds. Motion Carried

Mahira moves to exit closed session. Andrew Seconds. Motion Carried

Meeting Adjourned 9:16PM