



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

Date: Wednesday, May 17, 2023

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: 6:35

Andrew Chu (Vice-Chair)

##### 1. Welcome and Introductions

Attendees: Andrew Chu (Vice-Chair), Heather Hadden (Secretary), Maira Muradova (Community Service Coordinator), Bo Badejoko (Parent, potential Chair), Nabila Siddiqui (Heritage Celebration Committee Chair), Shawna Drummond (Principal), Michelle Newell (Principal), Deanna Zhao (Health and Wellness Coordinator), Tara Finch (Teacher Rep), Mirabel Berrade (Hot Lunch Coordinator), Wendy Lo (Parent), Rita Shen (Treasurer), Salina Bhimji (Kindergarten Representative), Kei Ramirez (Parent), Phone call, Adey O (Parental Partnership Coordinator)

##### 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)

**Andrew moves to approve by Unanimous Consent. Approved by unanimous consent.**

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#### 3. Special Items

Shawna Drummond (Principal Educator)

1. 2023/2024 Field Trip Fees – K: 124.75 – Grade 1: \$198 – Grade 2: \$251.30 – grade 3: \$223.05 – grade 4 - : \$257.05
2. Uniforms: putting forth the idea of a more athletic uniform – Middle School and High School do not have good changing room facilities and having a uniform option that was breathable, reduced odours, etc may be something to think about.

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#### 4. Secretary Report

Heather Hadden (Secretary)

**Andrew moves to approve Minutes of the April 19<sup>th</sup>, 2023 Meeting (see attached) by Unanimous Consent.**

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#### 5. Treasurer Report

Rita Shen (Treasurer)

1. Financial Report – \$3168.42 in bank, \$8750 from Spellathon, \$13700 in account now. Heritage fest will cost about \$1000. Expenses are outstanding from some council members please get those in before the AGM. Deanna has \$130 outstanding, Theatre for Spring Concert deposit has not gone through – it is a pay after.

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#### 6. Teacher Representative Report

TBD (Teacher Representative)

1. Thank you for the diffusers and oil!!!
2. Thank you for our lunch from Tuk Tuk
3. Positive feedback and praise for Heritage Fest
4. Propose to see if council will sponsor balloons for grade 4 grad

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**7. Principal Educator Report****Shawna Drummond (Principal Educator)**

1. Field trips this month: K's– Science Center, 1's – Tyrrell Museum, 4's – ASC and community fund went to Evergreen Theatre and met with NEE grade 4s, went to middle school to do some bridging activities, 3's Ralph Klein Park
2. New Staff Members – Mr. Vick – EA hired out of Central to help with Grade 4, Kathleen Templeton Bandola – a returning FFCA teacher – Grade 1 intervention with Government Grant on literacy and numeracy
3. Researchers from UofA doing the last round of norming from Dr. Georgiou
4. Thank you to council and parent community – lots of parents have filled out feedback surveys
5. Thank you for your appreciation for us.
6. Spring Musical – almost at capacity of 1100, what a fun night
7. Heritage Festival – Chris McNabb: was floored and touched by the inclusive nature of our cultures
8. In line skating starts next week
9. Board Meeting May24th at 5:30
10. June 1<sup>st</sup> Kindergarten Orientation
11. June 2<sup>nd</sup> is the grad walk
12. Literacy Session was on Monday and was very informative and the next one will be June 7<sup>th</sup>.

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**8. Heritage Celebration Committee Report****Nabila Siddiqui (Heritage Celebration Committee Chair)**

1. Events to acknowledge before school year end- National Indigenous History Month, Indigenous People's Day – June 21<sup>st</sup> , Eid-ul-Adha – June 28 celebrated by Muslim community
2. Heritage Fest Review: 575 people, very proud of the kindergarten fashion show, Nabila reached out to each of the booths to let them know how wonderful they were. Starting the event with the Land Acknowledgement was very important and valuable. Stations were a huge hit. YYC Food Trucks would love to help at future events.
3. Motion to request extra funding for heritage fest: we went over budget at the last minute with some last minute decorations and outdoor speakers - \$318.00 more

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**Nabila motions to request \$318 to cover expenses. Andrew seconds. Motion carried.**

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**9. Trixter Theater Committee Report****Janine Rudolph (Trixter Theater Committee Chair)**

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No update – application has been sent in and now we wait.

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**10. Advocacy Committee Report****TBD (Advocacy Committee Chair) or Andrew Chu (Vice-Chair)**

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No update

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**11. Community Services Coordinator Report****Mahira Muradova (Community Services Coordinator)**

1. Grade 4 Celebration – can get balloons and golden backdrop can use for photos, could have 53 balloons about \$100, a banner that says Congratulations grade 4's, Nabila can create a sign, Deanna has a photobooth machine that they might be able to have functioning, photobooth needs to be spread out a bit so that we keep the line moving,

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**Maira motions to use \$100 buy balloons for the grade 4 grad. Mirabel seconds. Motion carried.**

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**Andrew Motions to create Community Events Committee with the attached Terms of Reference. Maira seconds. Motion carried.**

2. AGM – perhaps if it was a no homework night it would be an incentive to come out.
3. Welcome Back BBQ. We need to create a subcommittee – will need volunteers. Will need to have a couple meetings in the summer to make plans. Nabila will take on being the head of the subcommittee.
4. Kiss and Cry Tea – we will need to start planning asap with the new parent council.

12. Fun Lunch Coordinator Report	Mirabel Berrade (Fun Lunch Coordinator)
<ol style="list-style-type: none"> <li>1. May 26<sup>th</sup> – Nam Vietnamese</li> <li>2. Next Fun Lunch Day date - June 16<sup>th</sup> or 23<sup>rd</sup>? for June? Ask the teachers and get back to Mirabel by May 24<sup>th</sup>.</li> <li>3. Would like feedback about hot lunches, about vendors on food choices. Get out a survey asap.  <b>*Action Item* Mirabel and Andrew will work on a survey and get it out to families.</b></li> </ol>	
13. Kindergarten Representative and ECS Special Snack Coordinator Report	Salina Bhimji (Kindergarten Representative)
<ol style="list-style-type: none"> <li>1. Special Snack – Bearpaws – Oatmeal, apple juice and fruit roll up. Maira donating chocolate chip scones and popsicles in June – thank you to Cobb's aka Maira</li> </ol>	
14. Health and Wellness Report	Deanna Zhao (Health and Wellness Coordinator)
<ol style="list-style-type: none"> <li>1. Fresh Food Friday – Quite underbudget, need to think about what to do for June? Smoothies?</li> </ol>	
15. Fundraising Coordinator Report	Mahira Muradova (Fundraising Coordinator)
<ol style="list-style-type: none"> <li>1. Has a document for the Fundraising Position and will pass to Andrew – will upload into the website, Andrew will help if need be.</li> <li>2. Apple Fundraiser in the fall confirmation – will connect with Olga at Middle School, Maira will run it through the summer if need be, Once there is a person, Maira will pass on to them.</li> <li>3. Suggestion to only run big fundraisers (apple, spell-a-thon and Christmas). Timeline to show when and what fundraisers worked out big in the past.</li> </ol>	
16. Parental Partnership Report	Ade Onasanya and Janine Rudolph (Parental Partnership Coordinator)
<ol style="list-style-type: none"> <li>1. Parental Partnership Hours Report – 2970.5hours logged, 56 families that have not logged hours at all.</li> <li>2. Send any questions about volunteering categories or about what kind of hours can be logged, if you volunteer at an event and attend the event how do you log hours, homework volunteer hours, to Adey and she will pass them on to Andrew.</li> <li>3. No Homework certificates for 20 + volunteer hours – electronic</li> <li>4. Raffle draw gift items update: For 60+ hours of volunteering there will be: 2 sets of Zoo Admission passes of 1 adult and 1 child in each set AND 2 sets of Telus Spark passes of 1 adult and 1 child in each set. Any remaining families, who have 60+ volunteer hours and are not drawn, will be put into the next draws. There are 2, \$50 Amazon Gift Cards and 10, \$20 Amazon Gift Cards. There are key chains to use in the raffle as well.</li> <li>5. Suggestion made for discount vouchers for InSchool Wear for a future raffle.</li> <li>6. Swim Day Volunteers: The minimum is 5 per class but no maximum for volunteers for the pool.</li> </ol>	
17. Communication Coordinator Report	Marina Lakhani (Communication Coordinator)
No report	
Newsletter is due the 24 <sup>th</sup> . The newsletter will go out on the 31 <sup>st</sup> .	
Chair Report	Andrew Chu (Vice-Chair)

1. Alberta School Councils' Association Annual General Meeting Report (see attached)
2. The Association of FFCA School Councils Report
3. Alberta School Council Engagement Grant
  1. May 15<sup>th</sup> Parent Literacy Night Report

**Andrew motions to approve \$567 to continue using ffca-parent.com for another year, with \$500 of it funded from the Alberta School Council Engagement Grant for 2023/2024. Maira seconds. Motion carried.**

4. Annual General Meeting
  1. AGM Notice sent out May 9<sup>th</sup>
  2. Movie Ticket Update – cash at the end of the AGM if they have reserved.

3. Report to Community and Board: <https://www.ffca-parent.com/f/31485> - please give to Andrew before the 24<sup>th</sup>. Andrew can take physical or digital copies. Get all passwords to Andrew with the username, site and password.
5. Board Meeting
  1. May 24<sup>th</sup> at our Campus: Andrew, Heather, Nabila,

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18. Other Items

Andrew Chu (Vice-Chair)

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1. 2022/2023 Goals and Work Plan
  1. Goals
    1. **Collectively contribute 20 hours x 237 families (4740 hours) by April 30<sup>th</sup>, 2023**
    2. Explanatory Videos and Tutorials
      1. What Is School Council?:
        1. <https://www.ffca-parent.com/s/Kz7kdJ9SNMBW NDP>
      2. Recruitment Video
        1. Chair/Vice-Chair: <https://www.ffca-parent.com/s/BWgsFQJrCsBBPGL>
        2. Communications Coordinator: <https://www.ffca-parent.com/s/7XLGisTMnpoPsyH>
        3. Kindergarten Representative and Special Snack: <https://www.ffca-parent.com/s/r2wmNSAntKTYiKF>
        4. Heritage Celebration Committee: <https://www.ffca-parent.com/s/6c53yEbNpMrmBc5>
        5. Secretary: <https://www.ffca-parent.com/s/iYDzdYyPZpDD5JD>
        6. Community Services Coordinator:
  2. Close out Action Items for the Year
    - See [2022/2023 School Council - NWE Action Items - Deck - FFCA Parent Community \(ffca-parent.com\)](#)
  3. Closing Comments

Andrew – this council has been amazing this year. Everybody put in amazing effort and everything we did – just phenomenal.

Nabila – Thank you to everyone

Michelle – an amazing example of parental partnership

Andrew motions to adjourn at 9:14pm.