



School Council - Northwest Elementary, FFCA, Calgary,
Alberta

Date: Monday, November 20th, 2023

Time: 6:00 PM

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 6:02 pm

Bola Badejoko (Chair) or Terri (Vice-Chair)

- Welcome and Introductions
 - Voting School Council Members - Bola Badejoko (Chair), Terri Sartori (Vice Chair), Rita Shen (Treasurer), Jing Lin (Fundraising Coordinator), Clara Ip (Fun Lunch Coordinator), Salina Bhimji (Communication Coordinator), Janine Rudolph (Parental Partnership Coordinator), Chanelle Pat (Kindergarten Representative)
 - Non-Voting Ex-Officio School Council Members - Shawna Drummond (Principal), Michelle Newell (Associate Principal), Margaret Arden (Teacher Representative)
 - Attendees – Andrew Chu, Andy Yip
- Establish Quorum
 - **The** attendance of a majority of voting members constitutes a quorum (8/11)

2. Approval of Agenda

Bola Badejoko (Chair) or Terri S (Vice-Chair)

- Approve minutes by Unanimous Consent.

3. Vacancies	Bola (Chair) or Terri S (Vice-Chair)
<ul style="list-style-type: none"> 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. <ol style="list-style-type: none"> Secretary (still open) 	
4. Secretary Report	Terri S (Acting Secretary)
<ul style="list-style-type: none"> Minutes of the October 16th, 2023 Meeting. <ul style="list-style-type: none"> Approval by Unanimous Consent 	
5. Special Items	Terri S (Vice-Chair)
<ul style="list-style-type: none"> Presentation of summary of expenses for the year <ul style="list-style-type: none"> Consideration of Dallas Arcand suggestion from South Middle School <ol style="list-style-type: none"> Concern about a performance without context and we have been building a relationship with Brown Bear Woman. Will forward this information to Tanya. 	
6. Treasurer Report	Rita Shen (Treasurer)
<ul style="list-style-type: none"> Halloween dance expenses submitted. We motioned budget \$680 and total spent amount was \$599.84. ASC Fund \$1,700 was paid from school account. Teacher Discretionary \$5,000 was paid from school account. As of Nov 17, 2023, bank balance is \$1,324.92 and school account balance is \$5,587.11. Total is \$6,912.03. Will update school account balance when it is available. 	
7. Teacher Representative Report	Margaret Arden (Teacher Representative)
<ul style="list-style-type: none"> Week of swimming went well. Halloween dance was a big hit. Margaret got a lot of positive feedback from the staff and students. Secret Santa campaign is underway. Thank you for the delicious fun lunches. Is it possible to have more information about the containers and if they can be composted/recycled/thrown away? 	
8. Principal Educator Report	Shawna Drummond (Principal Educator)
<ul style="list-style-type: none"> Thanks for swimming. There a lot of volunteers required to make this happen. Remembrance Day assembly and they were fortunate to have a parent speak that is an active service member. He's already working on next year's assembly. Many families were able to join. Grade 2 went to Fort Calgary to learn about Alberta's past. They've followed this up with poster making to entice people to move to Alberta. Grade 1 had bat day and learned how they help the environment. One new staff member. Ms. Silvia has moved to part time position and Ms. DeMaria has moved into a part time role to assist. 	

- Tomorrow Shawna & Michelle will be attending the charter school leadership meeting.
- On Wednesday, as part of the renewal process, they will be meeting with and hope to result in the first permanent charter. They hope to showcase the accomplishments and goals through tours, focus groups, observation, and Q&A sessions. They also hope this will lead to a bigger school for NWE. There will be feedback next week, but final results won't be known until February.
- Report card season will be extra challenging due to move to the digital system.
- On Monday next week the staff will be participating in an hour of learning to talk about Engagement.

9. **Community Services Coordinator Report**

Min Yan (Community Services Coordinator)

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- No update

10. **Health and Wellness Report**

Deanna Zhao (Health and Wellness Coordinator)

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- No update

Fun Lunch Coordinator Report

Clara Ip (Fun Lunch Coordinator)

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- Will look for answer about compostable containers.
 - Considering Christmas cookies for December fun lunch.

11. **Kindergarten Representative and ECS Special Snack Coordinator Report**

Chanelle Pat (Kindergarten Representative)

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- November snack is ready to go on Friday.

12. **Fundraising Coordinator Report**

Jing Lin (Fundraising Coordinator)

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- Sent out notice about bottle fundraiser. Only a couple people have donated so suggesting sending a notice home to parents. The bottle pickup can even be scheduled for every month. Would be helpful to have a volunteer come in and count the flyers.
 - Purdy's Fundraiser or Christmas Wreaths/Pointsetta. The Christmas wreaths must be ordered in quantities of 6 and there is a \$75 fee. The did get the Purdy's cheque. The timeline for Purdy's is quite tight.
 - Decision to defer Purdy's to Easter and focus on bottle drive.

13. **Parental Partnership Report**

Adey Onasanya and Janine Rudolph (Parental Partnership Coordinator)

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- Room parents seem to be going well. Fun lunch volunteers for November 24th have been requested.
 - Senior secret service is up and going. Donations are starting to come in. They will be delivered on Friday.
 - Hours update received but the system is down so not an accurate snapshot. Not sure when it will be back up. Janine will track the events that occur while the system is down.

14. **Communication Coordinator Report**

Salina Bhimji (Communication Coordinator)

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- They are doing the bottle drive newsletter.
 - Will hold off on process to log hours until the system is back up (tentatively December newsletter).

15. Chair Report**Bola B (Chair) or Terri S (Vice-Chair)**

- No ASC updates until December
- Some people are unable to open/update agenda. Suggestion to try link to see if this works better.
- Link for nextcloud client will allow you to sync the files to your computer: <https://nextcloud.com/install/>. Nextcloud will allow users to upload the changes to the website automatically (similar to DropBox).
- Reminder about Screenagers screening tomorrow. The content is geared to adults but students can attend with their parents. Childcare will not be provided.
- We would like to discuss options to support Pat and family over the holidays. Include Shawna and Michelle as they will check with Pat on what they need.
- Suggestion to do something for teachers for Christmas
 - Last year did poinsettias and treat baskets.
 - It can be simple as teachers appreciate it all. It doesn't need to be complex.
- Suggestion to create WhatsApp group to keep discussions going. Bola will create this list after Shawna adds phone numbers.

16. Advocacy Committee Rprt**William Akoto (Advocacy Committee Chair)**

- No update other than to send congratulations to William and family!

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

- Acknowledge celebrations over the past month:
 - Dussehra
 - Halloween
 - Remembrance Day
 - Diwali
- Upcoming celebrations:
 - Guru Nanak birthday
 - Khushali
 - Christmas

18. Other Items**Bola (Chair) or Terri (Vice-Chair)**

1. Review of Action Items
 - Standing Items
2. Meeting Schedule
 - **Monday, December 18**
 - Monday, January 15
 - Monday, February 12
 - Monday, March 19
 - Monday, April 15
 - AGM: Monday, May 27

- Monday, June 17 (tentative)

3. Action Items for Next Meeting

- Forward Brown Bear Woman information to Tanya Borthwick (Bola)
- Create WhatsApp group (Bola)
- Bottle Fundraiser Flyer (Jing)
- Send information for December Newsletter (Salina)
- Investigate after school care options (William)

4. Closing Comments

Meeting adjourned at 7:13 pm.