
New Horizons School Council Meeting Minutes

October 13, 2015
6:30 pm to 8:30 pm
Learning Common, New Horizons School

Bring/ Read: Minutes of September 8 meeting. Please be aware that paper copies of meeting minutes and agenda will not be provided.

In attendance: Tina Marie Baldwin (Chair), Nicole Pasemko, Kim Johnson, Katie McCaskill, Darlene Groten, Mr Ted Zarowny (Principal), Mrs Meek (teacher representative), Brandi Mah, Byron Myhre, Kim Myhre, Natasha Stairs, Sherri Jensen, Tanya Penner and Darryl Penner.

1. Call to order 6:38pm
2. Introductions
3. Review agenda
4. Minutes from September 8 meeting approved, as presented.
5. **Reports**
 - Principals's report. Mr Zarowny. See report attached.
 - Review of accountability pillar. Area requiring improvement will be addressed in the Education Plan. Some of the areas for improvement may be related to perceived quality of the program (ie gym) as opposed to the frequency (30 min daily physical activity). We are trying to help improve parental involvement and more of those suggestions will be added to the Ed Plan. Results are high but we did find some areas which could be added to Ed Plan. Ed Plan will be presented to the Board on October 22. Grade 3 SLA's are relatively new, process to mark them is more involved and answers come back at the beginning of the next year.
 - PAT's- Grade 6 and 9 completed. Math in grade 9, results fluctuate. Teachers will get results back so that the teacher can review results and adjust any issues. Ed Plan will show us that we are moving toward Project Based Learning. Requires our students to be engaged and intellectual learners. It is a more involved strategy for teachers. Mr Zarowny will discuss Project Based Learning at next meeting in more depth.
 - Financial Officer's report. Darlene Groten
We will discuss in more depth in New Business.
 - FANHS' report 5 minutes FANHS representative
Please see attached FANHS report. Report attached. Next meeting October 22, in Conference Room.
 - Communications Officer. Katie McCaskill. Looking for ways to encourage Junior High Students to come for babysitting. We have developed a School Council and FANHS newsletter. Try to get it out by the first of the Month. Please have submissions by the 20th of the previous month. Currently NHS school page has 178 Facebook followers. Views of posts seem to be up this year. i.e. Discount card 460 views, Volleyball girls 350 views, Read In Week 700 views. Significant increase to Facebook traffic this year. Administration has been better this year at getting photos up.

- Chair's report. Tina Marie Baldwin. Thank you to Katie for your hard work on the School Council Newsletter. School council email list to be put together by Katie and Lisa Richardson, then parents can be emailed the newsletter and choose whether they want to read it. Working on completing School Council message board, working on it. Spoke with Rhonda regarding teacher meals for upcoming Parent Teacher interview evenings.

6. Previously Tabled Business

- Review expectations around governance and voting procedures. Current operating procedures available on the website. Reviewed Voting procedures.
- Presentation of Rules of Order and code of conduct for NHS School Council meetings for 2015/16 school year. Code of Conduct available to review on website.
- ACTION ITEM- TINA MARIE. Remove specific year from Code of Conduct.
- Rules of Order for New Horizons School Council Meetings can be found on the website. Reviewed at meeting.

7. Items for Discussion/Input

- Fund allocation survey results- Nicole Pasemko- We sent out a survey using Google Document to solicit input from parents towards where we would like money to go. We used 4 broad categories based on previous years budget categories, and then we asked for ideas. We had 60 ideas presented. As required, we may implement this online process again for hot topics at future meetings as it was very helpful to get parental input.
- Clearly classroom support had the majority of 1st place votes. School support was a close second. School enhancement was 3rd place. Community building was lower on the parents priority list.
- Review Fund Allocation process. Darlene Groten.

FUND ALLOCATION POLICY:

1) School Council will solicit parental input on fund allocation model (via email, survey, Facebook, etc.) 2) Based on input received, School Council executive will develop proposed fund allocation model. 3) At earliest School Council meeting, proposed fund allocation model is discussed and approved. Any yearly recurring items may be approved at this time. 4) School Council sends its approved fund allocation model to FANHS for consideration. 5) FANHS lets School Council know if they are able to support the fund allocation model. 6) Upcoming items or activities will be discussed at monthly School Council meetings; agendas will be posted as per operating procedures. 7) Receipts and FANHS reimbursement form should be forwarded directly to FANHS treasurer and to be CC'd to School Council finance officer. 8) Payee's will receive payment directly from FANHS treasurer. 9) School Council finance officer will track expenditures and present at regular School Council meetings.

MOTION: Nicole Pasemko: Motion to adopt the Fund Allocation Process as amended, seconded by Darlene. All in favour. Motion passed.

FUND ALLOCATION MODEL

Fund Allocation Model approval: Tina Marie. We have spent many hours putting this together. The main page of the spread sheet has broad cost estimates. The second, more detailed sheet, provides examples of possible expenditures. We have solicited a lot of input from parents, and the ideas presented are just examples of what we might support. Ideas highlighted may be included in the Ed Plan. How we came up with our estimated dollars required was reviewed and discussed with meeting attendees.

- As per Mr Zarowny, plan for upcoming years is to have the Ed Plan ready by the end of June for the upcoming year.
- One meeting attendee disagrees with supporting field trips and would like that to be on record in the minutes. In addition, they do not feel that teacher meals for parent teacher nights should be covered now that the school is back in Sherwood Park.
- Discussion: When we came up with dollar values, we are fallible, we don't know exact costs. We are unsure of exact values. One attendee feels that money could be accepted at the beginning of the year for field trips. Ski trips and adventure trips are not included in field trip costs.
- Opinion from administration is that knowing that funds are available is a relief to the teachers. Under clubs, he believes that \$700 is probably a reasonable amount. We may not use it all.
- Meeting attendee adds that as a parent, she would like to pay for field trips so that she knows that field trips are happening. She feels that parents who believe that there is no enough field trips may decide that they aren't supporting FANHS anymore.
- Sports: Students will pay a rental fee for uniforms, and they also cover entrance costs. Possibly we would spend "Sport money" on badminton rackets. Discussion about support for teacher meals. Staff support reduced to \$500.
- Academic support: There are a number of things on this list which the school is interested in. Would need to up value to \$3500 to include more arts and culture initiatives.

Classroom support: Field trips. Unsure how you make up for loss of education based on those who can not afford, or are too proud to ask for assistance if field trip funding is no longer covered. How do we decide on how to allocate funds to those who cannot afford it? Maybe we need to do this next year? Maybe we add this to June agenda to vote for the upcoming year. Administration notes that they will just have to get information to parents and teachers if this is voted down. Don't worry about them, it shouldn't change the process. If a parent doesn't feel that their child's class is getting enough field trips, that is up to the parent to discuss with their teacher or administration.

- MOTION - Kim Myhre. Motion to allow each classroom \$200 for field trips and then additional costs to be requested to the parents on an as needed basis. Motion defeated.
- MOTION - Tanya Penner. Motion to place a cap on field trips at \$5000. Motion defeated.
- MOTION - Nicole Pasemko. Motion to decrease budget to \$5200 (\$400/class) and to discuss with Administration the idea of coming up with alternative methods of payment for field trips over and above that. Seconded by Katie McCaskill. 9 for, 1 against. Motion passed.
- Discussion about improving our library, beyond Scholastic. Administration notes that School has a healthy fund for books.
- Total is \$41,950

An updated copy and detailed copy with expenditure ideas can be found on the School Council website.

New Horizons School Fund Allocation	
	2015/2016 Allocation of Funds
School Support	\$7,300
Classroom Support	\$7,450
School Enhancement	\$22,500
Community Building / Parent Support	
School Council Administration	\$700
GRAND TOTAL:	\$41,950

- MOTION. Nicole Pasemko - Motion to approve the fund allocation, as amended, for 2015-2016. Kim Johnson seconds. All in favour. Motion passed.

8. New Business

- Future meeting dates: November 3 (date moved due to Fall Break), December 8, January 12, February 9, March 8, April 12, May 10, June 14. AGM will be held in June 2016.
- Room reps - We are still looking for Classroom representatives. The purpose is to act as a liaison between the classroom parents, teacher and school council. Room rep expectations are on the sheet attached.
- Art work. Tabled to next meeting.
- ACTION ITEM. TINA MARIE. To rename and develop email for teachers to send out to try and recruit Room representatives.

9. Future Agenda Items

TINA MARIE. Movie night
Art contest finalized and banner developed.

10. Mail/ Communications

11. Adjournment and confirmation for date of next meeting, November 3.

FANHS Report - October 13, 2015

It has come to our attention that multiple emails have been sent out to the parent body that call into question the integrity of FANHS. As a result, we are concerned that this may hinder our fundraising efforts.

FANHS would like to encourage anyone who has questions or concerns to please contact FANHS. FANHS financials and meeting minutes are available to members and you are invited to attend any FANHS meetings.

- The FANHS Treasurer email address was transposed in the SC Communications Newsletter that came out earlier this month, the correct FANHS Treasurer email is: Treasurer.FANHS@gmail.com If you've sent an email to the FANHS Treasurer, please resend it to this email address.

- QSP Magazine Fundraiser ends on Monday, Oct. 26 @ 3pm

- Scholastic Book Fair is Oct 27th - 29th

- Purdy's Fundraiser will run Nov. 2 - 18th

- We need volunteers for Hot Lunch, Book Fair, Fundraiser Chairs etc. - to sign up or see what's available check out the VolunterSpot page - click on the icon on the home page of the school website.

- FANHS is still needing one more person to audit the 2014-2015 financials. If interested please contact FANHS President, Sherri Jensen.

- Next FANHS meeting is Thursday, Oct. 22nd at 9am

ROOM REP POTENTIAL DUTIES

The following is an outline of the expected role you would play as a Room Rep:

1. A Rep is encouraged to attend the Parent School Council meetings. The meetings are held once a month and are approximately 1.5 hour or less in length.
2. As Council supports various school activities throughout the year, there may be times when volunteers are needed. As Room Rep you would go back to the parents of the room you represent and ask for such help.
3. It is also encouraged that you go back after a meeting and inform the parents of the highlights of the meeting .You are also encouraged to discuss any pertinent points with the Teacher.
4. It is your choice how you would like to communicate with your parents. If you decide that email is the most efficient form of communication for you, please make sure you ask your teacher for a complete list.
5. As Room Rep, you can of course, still discuss with the Teacher any other activities he/she may require of you.
6. Duo rooms reps are always welcome! Sometimes sharing the task is easier and fun.

Questions can be directed to Council Chair Tina Marie at baldwins@shaw.ca