School Council Meeting

Meeting Minutes

November 28, 2017

Attendees:

Kim Johnson, Brandy Cox, Laura Rasmussen, Manda Wilde, Sarah Litvinchik, Bethany Coles, Abram Chang, Leanne Doetzel, Ellisa Wilson, Brandi Mah, Ted Zarowny, Andrea Watson, Allison Joly

Call to Order @ 7:06pm

1. Roundtable Introductions
2. Add Junior High Fundraising Report – Halloween

Abe Chang motioned to approve agenda as amended, seconded by? Motioned passes

1. No changes

Brandy motioned to approve minutes as prepared, Abe Chang seconded, motioned approve

1. Reports

Junior High fundraising report (Bethany)

Total profit $15.27

Cost $72

Sold out within the first hour; leadership class underestimated the attendance based on last year

Directed to be healthy and in moderation for choices – needed clarity on what that meant

Finance group, management group, procurement group, decision making group on food

Too short on lots of items as the list wasn’t written out properly and did

One issue where a student

5 students working, 2-3 students at the concession, 2-3 students helping monitoring the dance and watch for incidents.

What are 1-2 things you would change?

Start earlier 0 only 2 weeks notice to plan and lots of people

Needed to check in with FAHNS on what they were planning prior to starting

No FAHNS report

Purdy’s prizes draw (No FAHNS report).

Purdy’s order will be delivered December 11. Pick Up day will to be determined but planning for December 12 pick up and December 13 if required.

Draw one for 4 oil kings tickets: Sharran Family

Draw two for a $19 Purdy’s gift card for Lamba Family

Draw three for a $19 Purdy’s gift card for Vincent Gabril

Draw four for a $19 Purdy’s gift card for Alexander Bing

Draw five for a $19 Purdy’s gift card for Peske Family

Chair Report

Halloween Dance went well, with one major injury (handled by parents)

Principal’s report

See Attachment

Thanks for the Halloween Dance to School Council, FAHNS and the Leadership Class

**Information Night:**

School council chair has been asked to speak –Kim will do so

Please let Ted know if you are able to volunteer to stick around and talk to parents

**Christmas Celebration**

Having issues with space; would like to continue the format from last year

More formal musical program with the new music teacher but still maintained as a casual atmosphere – caroling/sing along

Will occur December 21

**Grand Re-Opening**

Looking for 1-2 people to help plan, let Ted know if interested

**Traffic Safety Grant:**

See letter attached to principals report

3 vests and 3 flashing armbands purchased. School will cover costs if grants are not approved. 3 stations, front, side and near playground

Looking to have before and after school coverage

Also willing to fund incentives – catching people doing good, etc. There is up to $250 available

Discussion around escort versus stationary; may need to look at how many students are interested

Q: Is there going to be more hard copy information about the parking plan – on-going issues where people are still leaving while the buses are present

R: Yes, that is in the plan, just waiting to have this initiative explored

Will be looking at Leadership class all the way down to Grade 5.

**Motion:** Brandy moves that school council approve and send the letter attached, Laura seconded, motion passed

**Warm, Welcoming & Safe School**

Feedback requested

* Q: Will the junior highs have to use the app to sign in and out

R: Yes, likely as a separate app/tablet to avoid congestion

* Could you switch which exits students are using – e.g. parents at one door, students at another?
* Other schools split exits by grade, could they split up more? Issue with having kids going past the playground and getting diverted
* Concerns with parents feeling locked out; miscommunication issues and not giving enough notice when the switch was made has caused issues
* Need to pick a plan, communicate well and be consistent including providing reminders

**Reallocation of funds:**

$9000 no longer required. School Council needs to re-do the fund allocation and post a minimum of 21 days in advance for

School would like a Cricut/Silhouetter. Currently using a die cutter which has significant limitations.

School will provide additional items for consideration in advance of the January meeting.

**No financial officers report**

 **Policy on Class Room Incentives**

Laura motioned to approve incentives policy, Abe seconded, motioned passed

 **Records Management Policy**

 Brandy reviewed draft

 Discussion:

* + Comment: Who does redaction, do we need multiple reviewers for redaction?
	+ Change record to reflect non-physical records – delete and remove or delete & destroy through secure means – not just remove from school servers
	+ Need to define year. School year, calendar year etc.
	+ How does this affect the school board retention policy and vice versa?
	+ There is a process in progress for all school boards for records retention but it is not set yet
	+ Need to point to FAHNS for records related to actual disbursement – Manda to work with Brandy on wording
	+ How long do we have to provide response to people requesting information? Need to include a process for information requests and response.

**Next Meeting:**

January 23, 2017 is scheduled for next meeting

**Adjourned at 8:24pm**