



**School Council Meeting Minutes  
AGM**

Meeting Date: June 11, 2019  
7:00 p.m. Grade 12 Home Room

\* indicates items for which a written document/report will be attached/provided

**Attendance:** Shane Gau, Christee Langkamp, Mark Chanasyk, Charlene Irvine, Brenda Holm, Gail Cunningham, Erin Reimer, Bharb Tomaszewski, Angela Meyer, Everly Larson, Stephanie Enright, Alison Stang, Miriam Rookmaker, Trudi Duheme, Tara Wenstob.

1. **Call to order:** 6:57pm by Council Chair

- i. Acknowledgement of Treaty Land: Chair acknowledged that Battle River School Division is located on Treaty 6 territory, and she respects the histories, languages and cultures of First Nations, Metis, Inuit and all First Peoples whose presence continues to enrich our vibrant community."
- ii. Introduction of Guests and Council Members: Welcome to our admin team Shane and Mark. Introduction of current council done, as well each guest introduced themselves. Christee passed along the regards from the Trustees as they could not make it this evening. Also welcomed Brenda Holm teacher representative.
- iii. Verification of quorum: In order to make any decisions this even or to pass a motion we need to confirm that we have quorum. Our operating procedures states Quorum will be attained when the majority of voting Members present at any School Council meeting and the Principal or designate is present. In reviewing members present Christee asked to please let the minutes show that quorum has not been met for this evening's meeting. Therefore we will not be able to pass any motions or make decisions regarding a vote.
- iv. Bawlf School Council Mission Statement, Purpose and Structure Summary
  - **Mission Statement:** Bawlf School Council is committed to *Achieving Excellence*; our mission is to act as an advocacy and support system for our Children, School, School Division and Alberta Education regarding the education of our children. Through the contributions and involvement of the School Council, Bawlf School will continue to promote pride, success and wellness in every student
  - **School Council Purpose:** Bawlf school council is a structured group of parents, school administration, staff representative(s), community representatives and secondary student(s) whose purpose is to advise the principal and the school board on matters relating to the school. It is a means for parents and community members to work together with the school to support and enhance student learning and wellness.
  - **Structure Summary:** The positions of the Executive of the School Council shall consist of: Chair, Vice-Chair (or Co-Chair) Secretary and Past Chair (optional). There are four non-officer parent positions as well. The terms of office are the Annual General Meeting to the following Annual General Meeting. Except for the Chair, Vice Chair and secretary these are two year terms. These terms will be on a rotating basis. Realizing that there could be a potential commitment of 5 years to council, it is not expected that the Vice Chair will have to move into the Chair role. All executive positions must be filled by parents who have a child enrolled in the school. The council is composed of Bawlf School Parents, the school admin team, once high school student, a teacher representative and a representative from the BEST Foundation. Bawlf School Council uses a Representative model of governance. The School Council elects or appoints individuals to specific positions. Only parents

that are designated have a vote. All other attendees are welcome to participate at meetings but are not eligible to vote. General council meetings are open to all parents of the school. From time to time invitations will be extended to teachers, students, community organizations and community members, etc. to attend for information or to make a presentation.

2. **Approval of agenda:** Agenda was distributed via email to all school families and the council 2 weeks prior to the meeting. No additions. Agenda approved by Erin Reimer, 2<sup>nd</sup> by Charlene Irvine.
3. **Approval of Minutes from June 12, 2018 AGM:** were distributed via email to all school families and the council 2 weeks prior to the meeting. No errors or omissions. There is no outstanding business. Minutes approved by Alison Stang 2<sup>nd</sup> by Erin Reimer
4. Annual Reports (2018-2019 School Year)
  - i. \*Administrative Team Report: Shane and Mark [Admin Report](#)
  - ii. \*School Council Chair: Christee [Chair Report](#)
  - iii. \*Breakfast Program [Breakfast Report](#)
  - iv. \*Hot Lunch Program [Hot Lunch](#)
5. Standing Business:
  - i. \*Review of Council Yearly Action Plan [Action Plan 2018-19](#)
6. New Business:
  - i. **Review of the Utilization Report:** Annually, all school jurisdictions in Alberta are required to provide information regarding their school facilities to Alberta Education. The Province then completes a school by school and jurisdiction-wide assessment of capacity and utilization. A school is considered to be full when the utilization rate is 100 percent. Currently Bawlf school is at 78%. This report can be found on BRSDs website. There were some questions about school numbers on schools that are closed, Christee advised any questions or concerns be addressed to Imogene Walsh at the head office.
  - ii. **Setting of the 2019-2020 School Year Meeting Dates:** Councils operating procedures state that we will decide the next years meeting dates at our AGM. Christee mentioned that as we will be electing new members council feels that they should have input in what works for them. She asked everyone's opinion that is interesting in running what works for them as the elections have not yet happened. Suggestions, we could stick to what we have, which is the second Tuesday of every other month except for November next year would be the third Tuesday or move to a Wednesday at 5:30 or 6:30? After a discussion with everyone present and with BEST council members it was decided that the meetings for the 2019-2020 school year remains on the second Tuesday of every other month with the exception of November, which would be the third Tuesday, the meetings will start at 6:30 rather than 7pm.
7. **Elections:**
  - i. Election of New Executive Members: Vice Chair: No nominations and no one stepped forward, this position will remain open until the next AGM where a Vice will be elected to finish the second year of a two year term. Secretary: Nomination of Trudi Duheme, Trudy accepted the nomination she will be council secretary by acclamation for a two year term ending in 2021.
  - ii. Election of Membership: Breakfast Program Coordinator: Nomination of Terry Lynn Sereda (she was in attendance but was the only nomination and she had let her name stand. Terry Lynn by acclamation will be the breakfast program coordinator for a two year term ending in 2021, 4 Non-officer parent representatives: Nominations of Erin Reimer, Ainsley Severson, Gail Cunnungham, Michelle Van Petten, Chelsea Bergstrom and Stephanie Enright.

Erin, Gail and Stephanie accepted the nominations. Michelle, Chelsea and Ainsley who were not in attendance said they would let their names stand. Erin, Ainsley, Michelle, Chelsea, Stephanie, and Gail will all be Non-Officer parent representatives for a one year term ending in 2020.

8. Next meeting of the Bawlf School Council: The next meeting will be September 10, 2019 at 6:30pm in the Grade 12 homeroom.
9. Adjourn: Christee adjourned the meeting at 8:20pm