



School Council Meeting Minutes

Meeting Date: June 15, 2022

7:00pm Commons Area Bawlf School

* indicates written report/attachment provided

Attendance: Christee Langkamp, Craig Dimond, Mark Chanasyk, Trudi Duheme, Michelle Van Petten, Chelsea Bergstrom, Terry-Lynn Sereda, Emily Herder, Leah Rasmuson, Elissa Hellekson

1. **Call to Order:** Christee called the meeting to order at 7:04pm, showing respect and acknowledging that Battle River School Division is located on Treaty 6 Territory and respects the histories, languages, and cultures of First Nations, Metis, Inuit, and all First Peoples whose presence continues to enrich our vibrant community.
 - i. **Introductions**
 - ii. **Verification of Quorum:** Quorum verified
 - iii. **Review of 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 (In special circumstances the Principal can approve that a community member sit on council). The council is composed of Bawlf School Parents, the school admin team, one 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 to attend for information or to make a presentation.
2. **Approval of the Agenda:** Changes were made to the agenda (remove from 4. Annual Reports- iii. BRSD Trustee, Kendall Severson is no longer our Trustee) (add to 5.- New Action Items, Parent Engagement Grant, Kindergarten Orientation, and Gift Card Draw) Changes were adopted and Terry-Lynn motioned to approve the agenda for tonight's meeting.
3. **Approval of the Minutes:** Michelle motioned to approve the minutes from the September 29, 2021 AGM.
4. **Annual Reports:**
 - i. **Administrative Team Report (Craig and Mark):** No more daily checklist needed as all restrictions have been lifted.
 - Sports: Track and Field wrapped up with great outcomes; Golf will be wrapping up on Monday; All sports are finished for this school year.



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- Upcoming Events/Activities: Elementary Field Day is tomorrow (organized by the Leadership Program); Athletics will be celebrated Monday; Jr High Leadership lunch; Elementary Awards on June 28, June 21 free hot lunch has been changed to muffins for breakfast.
 - Staffing: 7 leaving, including Craig (Principal). Hiring to replace staff in progress.
 - Grade Set Up: Elementary grades for the fall will include 1 ECS class, Grade 1 and Grade 1/2 split, Grade 2, Grade 3 and a Grade 3/4 split, Grade 4 and Grade 5s will be split for core subjects.
 - Reviewed SGFs: Anyone interested in reviewing/discussing, please contact the admin team. Was suggested to use some funds from the Hot Lunch income for allergy/gluten free safe foods to have on hand in the concession. Was suggested that Grades 7&8 go to Ranch Camp for a second time next year to make up for the year lost due to Covid restrictions.
 - GAGA Pit was donated to the school **BIG THANKS** to Bawlf Rec Association and Bryan Berg for assembling and Home Hardware for supplies. Looking into possibly getting a second one for Jr High.
 - Reviewed results from School Survey 2022; 25 responses; encourage parents to communicate with teachers and staff if there are issues.
 - Report Cards: Pilot Program for next year- no report cards will be sent home; will be available online through Powerschool App/Website. Changes to Powerschool are continually happening to improve use and function.

ii. **School Council Chair (Christee):** Thank you to the current council members, admin team, admin support staff, Bawlf School teachers, and Karen Belich. Christee virtually attended the Council of School Council meetings twice this year and the AGM for the Alberta School Councils Association. BRSD offered 3 info sessions (School Council Purpose, Tools for Effective School Councils, and School Council/Trustee Relationship) for council members to attend this past year (provided by Alberta School Councils Association). Reviewed projects completed by council this past year. Christee announced that after 12 years on council, this will be her last year.

iii. **BRSD Trustee (Karen):** Karen was unable to attend our meeting, no report to share

iv. **Breakfast Program (Christee):** All funds from grants not used this year will be used to purchase gift cards and used next year. PC Grant has changed for next year and reporting/program requirements won't be feasible. Council will work with school staff next year to keep the Breakfast Program running.

v. **Hot Lunch Program (Christee):** report is as of May 26th *[Hot Lunch AGM Report June 15, 2022.docx](#)

5. New Business:

i. BSC Yearly Plan:

- Facebook Page- postings are being done by Christee, Trudi, and Michelle
- School Supply Online Ordering- we will not be offering this for the coming school year as it was not used at all last year, the company we used is no longer doing it, parents prefer to shop around, and shipping was expensive. If any parent is looking for another option, Staples has an online option to order supplies.
 - Boo Hoo Breakfast- Chelsea, Emily, and Colleen will plan for September 8th. Discussions can be done over the summer. The remaining funds from the Parent Engagement Grant may be used for this event.
 - Year End Picnic- will be tomorrow. Everything is planned and ready to go.
 - Mural- has been ordered and will hopefully be up before the start of the new school year.

A HUGE "Thanks" to BEST for providing the funding for this item.

ii. **Setting of the 2022-2023 School Year Meeting Dates:** All meetings will commence at 7pm at the Bawlf School.

- September 20
- November 22
- January 24
- March 21



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- June 13 AGM

iii. **Review and Approval of Council Operating Procedures for the 2022-2023 School Year:** this will be done at the first meeting of the new school year.

iv. **Parent Engagement Grant:** BSC received a \$500 grant to be used for Parent Engagement. Council decided to use the funds for notebooks and pens (enough for one per family), snacks for tonight's meeting, and a \$25 Gift Card to Tim Horton's (all attendees for tonight's meeting will be entered into a draw for the GC). Terry-Lynn motioned to use the remaining funds on a Gift Card from Walmart (that can be used in September).

v. **Kindergarten Orientation:** Concerns were brought to Christee's attention regarding questions that were asked to the future ECS students. The orientation was set up by BRSD using observing stations so help can be in place by September for students that were showing any problems. Craig will provide BRSD with the feedback brought forth.

vi. **Draw for \$25 Tim Hortons Gift Card:** Winner was Emily Banack, congratulations and thank you to everyone in attendance!

6. **Elections:** No elections were held. Due to no interest in filling the elective executive, as of June 15 the Bawlf School Council will now be a Parent Advisory Committee. If there is interest in filling the Chair, Vice Chair, and Secretary positions in the future, a special meeting can be held.
7. **Next Meeting Date:** September 20 @ 7pm in the Bawlf School's Common Area
8. **Adjourn:** Christee adjourned the meeting at 9:24pm