



## School Council Meeting Minutes

Meeting Date: June 5, 2023

7:00pm Commons Area Bawlf School

\* indicates written report/attachment provided

**Attendance:** Mark Chanasyk, Chelsea Bergstrom, Terry-Lynn Sereda, Emily Herder, Colleen Konowolyk, April L'Heureux

1. **Call to Order:** Emily called the meeting to order at 7:07pm, 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**

2. **Approval of the Agenda:** Terry Lynn made a motion to approve the agenda. Chelsea seconded it. All in favour, no opposed.
3. **Approval of the Minutes:** Colleen made a motion to approve the minutes from June 15, 2022 with the change to Mr. Galland assembling the gaga pit. Terry Lynn seconded it. All in favour, none opposed.

#### 4. Annual Reports:

- i. **Administrative Team Report (Mark):** \* [Admin Report June 5 2023.pdf](#) Notebooks for parents remain in the office but with the wrong meeting dates. Funding still remains from the engagement grant to relabel the notebooks to use for next year.
- ii. **School Advisory Report (Trudi - via written report read by Emily):** This year we operated as an advisory group, but that didn't change our commitments to the school community. In September, we held a Boo-Hoo Breakfast for the parents of ECS students. In February, we organized a Staff Appreciation Lunch. In May, we had a muffin baking day and then provided students and staff breakfast the next morning (thanks to the Sweeterie, BEST, and High School Baking club). And coming up in June, we will have a hamburger lunch provided by the Bawlf Lions Club (June 8) and the Year End Picnic sponsored by Central Agencies (June 13). We maintained communication with parents through the use of Facebook and Bulletin write ups, as well as restarted communication on the Remind App. Emily attended two Council of School Council Meetings in Daysland. The advisory group attended an online training session through ASCA that was funded by BEST. And we also provided a healthy hot lunch program once again this year.
- iii. **Council of School Council Report (Emily):** Emily attended the meeting at Daysland School on May 17. The rezoning of the school boundaries was discussed and still remains postponed for now, pending transportation announcements.
- iv. **Hot Lunch Program (Trudi - via written report read by Colleen):** \*[Hot Lunch EM Report June 5, 2023.docx](#)

#### 5. Standing Business

- i. **Yearling Plan Items (Emily):**
  - **Lion's Club Hamburger Lunch:** June 8th, planned and ready to go. Thank you to Trudi for planning that.
  - **Year End Picnic:** June 13th, planned and ready to go. Thank you to Trudi for planning that.
  - **Boo-Hoo Breakfast** for September (first day of ECS) can discuss over summer. Emily, Chelsea and Colleen to plan.
  - Everything else can be discussed in September, maybe brainstorm for some new ideas for the coming year over summer.



## School Council Meeting Minutes

### 6. New Business

i. **Setting of the 2023-2024 School Year Meeting Dates:** All meetings will commence at 7pm at the Bawlf School.

- September 18
- November 20
- January 15
- March 11
- June 10 AGM

• April mentioned that in her experience, meetings can be run with success during the day. Mark will send out a survey to parents to see what time of day they would prefer.

ii. **Review and Approval of Council Operating Procedures for the 2023-2024 School Year:** Chelsea made a motion to approve it. Colleen seconded it. All in favour. None opposed.

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.

Colleen made a motion to approve the Mission Statement, Purpose and Structure Summary. Terry Lynn seconded it. All in favour, none opposed.

### 7. Elections:

i. **Chair:** Emily accepted nomination from Terry Lynn, Chelsea seconded it. All in favour, none opposed. Emily elected chair.

ii. **Vice President:** Chelsea accepted nomination from Colleen. Terry Lynn seconded it. All in favour, none opposed. Chelsea elected as vice president.

iii. **Secretary:** Trudi agreeabed to nomination by Emily. Colleen seconded it. All in favour, none opposed. Trudi elected secretary.

iv. **Hot Lunch Coordinator:** Trudi agreeabed to nomination by Emily. Chelsea seconded it. All in favour, none opposed. Trudi elected as Hot Lunch Coordinator.



## School Council Meeting Minutes

*Achieving Excellence*

**v. Non-Officer Parent Advisors:** Colleen agreed to nomination by Terry Lynn. Chelsea seconded it. Colleen elected as a non-officer parent advisory. Terry Lynn accepted nomination by Emily. Chelsea seconded it. Terry Lynn elected as a non-officer parent advisory.

8. **Next Meeting Date:** September 18 @ 7pm in the Bawlf School's Common Area
9. **Adjourn:** Emily adjourned the meeting at 8:45pm