

# Galbraith School Council Minutes

June 11, 2024

6:30 pm

Chairperson of School Council: Jen Neufeld

Vice Chair of School Council: Dave Franz

Location: Art Room and Teams

We would like to take this opportunity to acknowledge the traditional territories of the Indigenous peoples of the Treaty 7 region and Métis Nation of Alberta, Region 3. We respect the histories, languages, and cultures of First Nations, Metis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our community.

Present: Sandy Scheldrup, Christine Henke, Jen Neufeld, Melissa Bootsman, David Franz, Nicole Freel, Jamie Neufeld (Phone)

## 1.Call to Order and Introductions

Jen called the meeting to order at 6:43

## 2.Adoption of Agenda and new business: Add point 9.2, Elections

2.1 Open Positions 2024-2025 School Year: Elections to occur at June meeting

### **School Council Chairperson**

School Council Chair It is expected that the school council chairperson will be a parent of a student attending the school. The chair should be someone who can work collaboratively and knows how to organize both programs and people. The chair should actively encourage others to become engaged in meaningful ways. Typical chairing duties include:

- chair all meetings of the school council
- coordinate with the principal to establish meeting agendas
- ensure that the operating procedures are current and followed
- be the official spokesperson of the school council
- ensure there is regular communication with the whole school community
- stay informed about school board policy that impacts school council
- comply with the School Councils Regulation by providing the school board with an annual report that summarizes the school council's activities for the previous school year, including a financial statement relating to money, if any, handled by the school council

### **Secretary**

- The school council secretary typically acts as a recorder at each meeting and ensures that the minutes are prepared accurately to reflect the directions agreed to at the meeting

Moved by Melissa, seconded Dave, that the agenda be adopted

## 3.Approval of the Minutes from May 14, 2024 School Council meeting

Moved by Dave, seconded by Jen, that the minutes from the May 2024 meeting be approved

All In Favor, 0 Opposed, motion passes

## 4.Business arising from the minutes

4.1 Review of upcoming policies – Dave

No new policies are up for review due to summer break

5. School Trustee's Report – Kristina Larkin

Absent, no report sent

6. School Liaison Report – Christine Lee

Absent, no report sent

7. Division School Council Report – Jen Neufeld

- School Cash Online issues at other schools, not Galbraith
- ARAO (Anti Racism Anti Oppression) policies to be presented to school councils for discussion as it seems to be a hot topic
- Division would like to know if we would like to remain members of ASCA as soon as possible in september
  - Make a note to discuss in September
- Assurance plan presentations
  - based on feedback from townhalls and surveys. Incoming times of information seems off with school year
  - Division has an Assurance plan as does each school
- Report Card policy discussed
- Lockdown procedures
  - Confusion on a Westside school lockdown
  - Clarification being sent out to school admins regarding communication to families and policies and procedures
  - Learn from experiences
- New curriculum
  - Websites for new curriculum for parents
    - [new.learnalberta.ca](http://new.learnalberta.ca)
    - [learnalberta.ca](http://learnalberta.ca)
- Year end reports from School Councils to be submitted in September
- Division council dates presented for next year
- Galbraith Liaison for 2024-2025 : Andrea Andreayachuck
- Galbraith Trustee for 2024-2025: Morag Asquith

8. Staff Members' Reports:

8.1 Staff Report- Christine Henke

- Staff Meeting last week, lots going on
- Asked staff for ways council can support staff. Staff will bring back suggestions
- New report card system not being piloted at Galbraith
- Not using digital permission forms, paper permission slips next year
- Olympic theme sports day on the 19th
  - International kids feel included and recognized
- Lockdown procedures reviewed

8.2 Vice Principal's Report – Nicole Freel

- Solid year
- Thanks for the year

8.3 Principal's Report – Sandy Scheldrup

- Grade level teachers set for next year
- Windows closed up at the end of the day
- Class lists are tentative

Parents concern regarding safety of students. Communication of procedures in an emergency situation and responsibilities could be clearer.

Field trip safety expectations...

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## 9. New Business

### 9.1 Dates of 2024-25 School Council School Council meetings

School Council 2024-2025 (2<sup>nd</sup> Tuesday of the month) 6:30pm

Sept 10

Oct 8

Nov 5 (exception due to PD on 12)

Dec -none

Jan 14

Feb- none (due to Town Hall Meeting)

Mar 11

Apr 8

May 13

June 10-AGM

### 9.2 Election of new executive positions

- Election of Chairperson
  - Dave will stand for Chair. Jen calls 3 times for any other candidates. No other candidates. Call vote
    - All in Favor, 0 Opposed
 David Franz will be the chair for the 2024-2025 school year
- Election of Secretary
  - Melissa Bootsman will stand for secretary. Jen calls for candidates 3 times. No other candidates. Call vote
    - All in Favor, 0 opposed
 Melissa Bootsman will be secretary for the 2024-2025 school year

10. Adjournment: Jen Adjourns at 7:33 pm

**Next meeting: September 10 @ 6:30 PM**

# Galbraith Parent Advisory Council Society Minutes

## AGM

June 11, 2024

Chairperson of School Council: Jen Neufeld

Vice Chair of School Council: Dave Franz

Location: Art Room and Team

Present: Sandy Scheldrup, Nicole Freel, Christine Henke, Dave Franz, Jen Neufeld, Melissa Bootsman, Jamie Neufeld (phone)

Jen Called the meeting to order at 7:34

### 1. Adoption of Agenda- Add point 5.3 staff gift, 5.4 elections

Moved by Dave, seconded by Jen that the Agenda be adopted

### 2. Minutes of May 14, 2024 Galbraith Parent Advisory Council Society meeting

Moved by Jen, seconded by Dave that the minutes of the May 2024 meeting be accepted

All in favor, 0 opposed, Motion passes

### 3. Business arising from the minutes

#### 3.1 Open Positions 2023-2024 School Year:

##### **School Society Council Chairperson**

School Council Chair It is expected that the school council chairperson will be a parent of a student attending the school. The chair should be someone who can work collaboratively and knows how to organize both programs and people. The chair should actively encourage others to become engaged in meaningful ways. Typical chairing duties include:

- chair all meetings of the school council
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- stay informed about school board policy that impacts school council
- comply with the School Councils Regulation by providing the school board with an annual report that summarizes the school council's activities for the previous school year, including a financial statement relating to money, if any, handled by the school council

##### **Secretary**

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### 4. Treasurer's Report – Mandi B

- AGLC account 421.95
- Regular 1823.87
- Common shares 1.26
  - Have the invoices for water bottles and gift cards been paid?

- Have the May 50/50 funds been deposited in the AGLC account?
- We will aim to have more detailed treasurer's reports in the future

## 5. New Business

### 5.1 2024-25 Field Trips/ Council contributions

- Historically Parent society contributes 500/grade level for scientists in the school or field trips or "fun" events
- Grade 5 gifts
- Contribute to Winter/ Spring concert
- These are not expectations, just what has been done in the past

### 5.2 Fundraising Committee

- Tabled to September meeting
- Pie store a huge hit

### 5.3 Staff appreciation gift

- We would like to put together a staff thank you gift
- Jen moves that we spend up to 200\$ from the regular account on a staff appreciation gift. Melissa Seconds
  - All in favor, 0 Opposed, motion passes

### 5.4 Election of new executive positions

- Chairperson
  - Dave will stand for Chair. Jen calls for any other candidates 3 times. No other candidates
    - All in favor, 0 opposed. Dave will be Chair for the 2024-2025 school year
- Secretary
  - Melissa will stand for secretary, Jen calls 3 times for any other candidates. No other candidates
    - All in favor, 0 opposed Melissa will be secretary for the 2024-2025 school year

## 6.School Council Society Adjournment Jen adjourns at 8:07

**Next meeting: September 10 @ 6:30 PM**