

## École Campbelltown School Council (ECSC)

September 22, 2020

Attendance: Annie Garneau, Greg Probert, Curtis Christopher, Shaheen Alarakhia, Nikki Tews, Aaron Corser, Kari Pickering, Jennifer Sherburne, Lora Donnelly, Tasha Steen, Sarah Sinclair, Gary Koss, Jessica Van Sickle, Korinna Levangie, Trina Boymook, Mike/Stacy M

### 1. Call to Order / Introductions / Correspondence

- **What is the role of the school council?**

- Role

A school council should review its mission, vision and goals annually to ensure they reflect the views of the current membership. School council functions may include:

- consulting with the principal to ensure students have opportunities to meet Ministry standards, fiscal management is sound, and the community is taken into consideration during school-based planning
- advising the principal and the school board on topics as requested
- being involved in school-based planning
- sharing ideas and information with other school councils and provincial organizations
- communicating information to the school community and other school councils
- setting policies that relate to school council functions, such as:
  - location of school council meetings
  - mail, email address for school council correspondence
  - school council orientation and development
  - financial management and/or fundraising
  - communications
  - privacy
  - minutes of school council meetings
  - pertinent information unique to the school council

- Please see attached link for more definitions of the individual roles as well as the acronyms used

- <https://www.albertaschoolcouncils.ca/public/download/documents/40732>

### 2. Approve Minutes from ECSC Meeting – May 12, 2020

- Tasha Steen made a motion to approve the minutes from May 12, 2020. Seconded by Jennifer Sherburne. All in favour.

### 3. Approve Agenda

- Tasha Steen made a motion to approve the agenda. Seconded by Sarah Sinclair. All in favour.

#### 4. Administration Report – Greg Probert

- The first week worked out well. Teachers were out to meet the kids on staggered entry. It was a great personal meet and greet with everyone.
- MASKS!!
  - We have been very consistent with the mask wearing which is great. If there are any questions, please refer to EIPS Re-Entry Plan on Pg. 5.
  - Everyone is working on trying to make sure there is space for the children to be able to go mask free for times during the day. The teachers are making mask off spaces in the classrooms but due to the limit of space in some classrooms it has been a challenge. Some rooms have 5 areas, and some have 2. But they are all working at making sure that the students are rotating through the areas.
  - The students are doing great while they are outside. Lots of encouragement is given to take off the mask when they are following the social distancing protocols outside.
  - When the students are playing sports however, they will need to keep the masks on because they can't social distance. If they are needing to take a breather, it is encouraged that the student steps out of the game that is being played to remove their mask.
  - If a case of Covid-19 is to present at the school the protocol is that the student and the said cohort will be pulled from the school for the 14-day period. The students will be put online using the Brightspace platform, to keep up to date with the class. The online communication will be followed with the class teacher and not the online teacher.
  - Drop off and pick up zones have changed this year. Everyone is doing a great job with the changes, especially the students.
  - Friday September 25<sup>th</sup>, 2020 is the Terry Fox run. Participation of the run is still being considered. Looking at options of doing activities (running) one at a time. Greg will be sending out a link for online only donations for this. Please check with the school website.
  - Orange shirt day is Wednesday September 30, 2020
  - Reading week is October 5 – 9, 2020
  - Parent / Teacher interviews will be October 21 and 22<sup>nd</sup> 2020. They will be done online or by phone.
  - Photo retake will be held on November 23<sup>rd</sup>, 2020. This is to include the students that are doing the online learning that may be re-entering the class.
  - There will be a French Monitor that is part of the Federal program. This will be additional support for the grade 1 to 3 students.
  - Please see the link below of the newsletter that was updated on the school site September 21, 2020

- [https://docs.google.com/document/d/1utJ7dpzXqZomIrht\\_u9SEPuaIsrHAe72xZRKACcM5a4/edit](https://docs.google.com/document/d/1utJ7dpzXqZomIrht_u9SEPuaIsrHAe72xZRKACcM5a4/edit)

5. **Trustee Report – Tina Boymook**- please see the complete report below

6. **New Business**

- A) Information Items
  - Meeting Plan – The School Council (ECSC) will meet on the 2<sup>nd</sup> Tuesday of every month. November being the exception being the 3<sup>rd</sup> Tuesday due to reading week. Every 2<sup>nd</sup> month the Parent Liaison Association will meet after this meeting.
- B) Volunteer Opportunities
  - Room Rep – Greg will be discussing with the teachers to reach out to the parents,
- C) Vice Chair Vacancy
  - A call for nominations from the floor was made three times. Shaheen Alarakhia volunteered for the position. Korrina Levangie Nominated Shaheen for the position and Jennifer Sherburne second it – Accepted. Shaheen Alarakhia was elected by acclamation.

7. **Adjourn** - Sarah Sinclair motioned and Shaheen Alarakhia 2<sup>nd</sup> All in Favour.

## Trustee Report

Want to welcome everyone back for another school year. With this year being like no other, I encourage you to make it a priority to attend school council meetings. It will provide opportunities to learn to a greater degree of efforts being taken by the school and the Board to provide a safe and positive learning environment and to prevent any further disruption to learning as we experienced in the spring.

The guide for re entry is a living document on EIPS website. We have created a log of the dates of revisions and what the revisions are for ease. Please always refer to the guide on EIPS to access the most current version. We do expect practices will be modify throughout the school year to respond to new requirements by the Minister or any that has been determined by senior administration in our efforts to provide a safe, caring and positive learning environment. Also, on that dedicated section of the website there is a FAQ. If you have questions, please consult this document to see if the answer to your question has be already captured. We encourage you to work with your school throughout the year.

Over the summer the Board met to approve the use of \$395,000 from unallocated reserves to cover a number of COVID related costs to set us up for the first four months of the school year. This included purchase of a new learning platform to support out of school learning, access to Edmonton Public out of school resources, PPE, extra custodian costs and the cost of the re entry working group that functioned during the summer.

EIPS received \$6.1M from the funds that have been provided by the Federal government. The province has provided us four broad categories that the funds can be spent. This funding will allow school authority to address

- staffing,
- adapting learning spaces and personal protective equipment, cleaning and safety considerations for schools and buses,
- supports for special needs students,
- online learning and teacher training.

The Board held a special meeting on September 16 to approve a Fall budget adjustment that also included allocating the \$6.1M from the federal government. The Board approved allocating \$8.1M to COVID related costs. In addition, the Board has allocated \$3M dollars to schools to be used in three areas, addressing achievement gap as result of closing schools in March, mental health and overextended classrooms.

The Board is continuing to work with Edmonton Public to develop French Immersion out of school learning resources. We are hoping to receive news soon on the status of that work. The Board has approved the use of funds to cover the expense to have French speaking teachers to work with small groups of students at various times to support our French Immersion students.

At the August 27 Board meeting the Board approved the introduction of Policy 26 School Dispute Resolution. This replaces the previous Administrative Procedure. The Board also approved the suspension of rules that limit the number of meetings that can be attended electronically for the entire school year. Trustees will choose either to attend in person or virtually via Zoom. As result of reducing the number of visitors to our facilities the boardroom is closed to the public and all public meetings will be livestreamed through EIPS YouTube account. We have also set protocols to hear delegations from the public.

Board will be conducting a survey in October to inform the establishment of a Division Junior High Honours Alternative Program.

Board Retreat was held on September 15 and 16 and have identified re entry, budget, value of public education and a resolution to Sherwood Heights.

Ecole Campbelltown Parent Liaison Association (ECPLA)

September 22, 2020

Attendance: Tasha Steen, Aaron Corser, Annie Garneau, Greg Probert, Curtis Christopher, Jennifer Sherburne, Kari Pickering, Shaheen Alarakhia, Korinna Levangie, Nikki Tews

**1. Call to Order/ Introductions / Correspondence**

**2. Approve Minutes from ECPLA Meeting – May 12, 2020**

- Tasha Steen made a motion to approve the minutes from May 12, 2020. Seconded by Korinna Levangie. All in favour.

**3. Agenda**

- Tasha Steen made a motion to approve the agenda. Seconded by Korinna Levangie. All in favour.

**4. Treasurer's Report - Sarah Sinclair**

- Report attached.
- A request for auditors was made. No volunteers, will come back to this at the next meeting.
- Korinna Levangie made a motion to approve the Treasurer's Report. Seconded by Shaheen Alarakhia. All in favour.

**5. New Business – Sarah Sinclair**

**• A) Budget Discussion and Approval**

- A line was included in the budget for technology. If there is a casino this year we will direct Casino funds to technology and discuss re-allocating the school fundraising dollars.
- Korinna Levangie made a motion to approve the budget as presented. Second by Shaheen Alarakhia. All in favour.

**• B) Read – A – Thon Lead**

- Korinna Levangie volunteered to take this on.

**• C) Math – A – Thon Lead**

- No volunteers, will come back to this at the next meeting.

**• D) Casino Lead**

- No volunteers, will come back to this at the next meeting.

- **E) Focus on Literacy**

- Fundraising this year will be directed towards fundraising for the library as a learning hub of the school

- **F) Save – On – Foods Receipt Tally's**

- Save-on-Foods shopper on Wye road are encouraged to bring in their receipts. Receipts are totaled and a percentage of the total is donated back to the school.
- Shaheen Alarakhia has volunteered to help with the adding up of the Receipts
- We will also be doing the fundraiser with Cobbs bread on Wye again this year. A percentage of the sales that we as parents make there this year will come back to the school. No receipt required, just advise the staff at the time of purchase that you are with Ecole Campbelltown.

- **F) Vice Chair Vacancy**

- A call for nominations from the floor was made three times. Shaheen Alarakhia volunteered for the position. Sarah Sinclair Nominated Shaheen for the position and Korinna Levangie second it – Accepted. Shaheen Alarakhia was elected by acclamation.

## **8. Adjourn**

- Korinna Levangie made a motion to adjourn the meeting at 9:00pm. Seconded by Tasha Steen. All in favour.

Treasurer's Report September 2020

1. Report on banking transactions May-Aug 2020

The Bank balances at August 31, 2020

ATB General \$ 15412.21

ATB Casino \$ 0.00

Credits to the accounts:

Fundraiser revenue (hot lunch payments)

Interest

Debits from the accounts:

Classroom Allotments

2. Presentation of Unaudited Financial Statements

3. Request for Audit Volunteers

# Ecole Campbelltown Parent Liaison Association

## Statement of Financial Position

As at August 31, 2020

### ASSETS

<b>CURRENT ASSETS</b>	
<b>General Account</b>	\$15,412.21
<b>Casino Account</b>	\$0.00
<b>Bambora</b>	\$0.00
<b>Current Assets</b>	\$13.50
<b>TOTAL CURRENT ASSETS</b>	<b>\$15,425.71</b>

### LIABILITIES

<b>CURRENT LIABILITIES</b>	
<b>Accounts Payable</b>	\$28.25
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$28.25</b>

<b>FUND BALANCES</b>	
<b>Fund Balance, General - September 1, 2019</b>	\$15,673.43
<b>Excess (Deficiency) of Revenues over Expenses</b>	-\$275.97
<b>Fund Balance General - August 31, 2020</b>	\$15,397.46
<b>Restricted Fund Balance, Casino September 1, 2019</b>	\$0.00
<b>Excess (Deficiency) of Revenues over Expenses</b>	\$0.00
<b>Restricted Fund Balance, Casino August 31, 2020</b>	\$0.00
<b>TOTAL FUND BALANCES</b>	<b>\$15,397.46</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$15,425.71</b>

## Ecole Campbelltown Parent Liaison Association

## Profit &amp; Loss Budget vs. Actual

September 2019 through August 2020

09/22/20

Accrual Basis

	Sep '19 - Aug 20	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Christmas Concert Raffle/ Video	2,880.35	1,800.00	1,080.35	160.0%
Cobs / Savon	0.00	350.00	-350.00	0.0%
Family Dance Sales	12.21	1,000.00	-987.79	1.2%
Farm to School Sales	1,522.28	1,250.00	272.28	121.8%
Hot Lunch Sales	2,533.39	4,500.00	-1,966.61	56.3%
Interest	6.01	0.00	6.01	100.0%
Math A Thon	1,413.26	3,000.00	-1,586.74	47.1%
Read A Thon Sales	9,059.33	8,000.00	1,059.33	113.2%
Salisbury Greenhouse	531.91	500.00	31.91	106.4%
<b>Total Income</b>	<b>17,958.74</b>	<b>20,400.00</b>	<b>-2,441.26</b>	<b>88.0%</b>
<b>Expense</b>				
Administrative Costs	1,045.91	1,850.00	-804.09	56.5%
classroom allotment	6,940.20	7,125.00	-184.80	97.4%
<b>Fine Arts</b>				
Christmas Concert	3,500.00	3,500.00	0.00	100.0%
Music	0.00	0.00	0.00	0.0%
<b>Total Fine Arts</b>	<b>3,500.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>French &amp; Cultural Activities</b>				
Carnaval	0.00	0.00	0.00	0.0%
Epluchette	608.31	610.00	-1.69	99.7%
Performances	0.00	0.00	0.00	0.0%
French & Cultural Activities - Other	0.00	2,000.00	-2,000.00	0.0%
<b>Total French &amp; Cultural Activities</b>	<b>608.31</b>	<b>2,610.00</b>	<b>-2,001.69</b>	<b>23.3%</b>
Physical Education	6,140.29	9,000.00	-2,859.71	68.2%
Technology	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>18,234.71</b>	<b>24,085.00</b>	<b>-5,850.29</b>	<b>75.7%</b>
<b>Net Ordinary Income</b>	<b>-275.97</b>	<b>-3,685.00</b>	<b>3,409.03</b>	<b>7.5%</b>
<b>Net Income</b>	<b>-275.97</b>	<b>-3,685.00</b>	<b>3,409.03</b>	<b>7.5%</b>

<b>Ecole Campbelltown Parent Liaison Association</b>		
<b>BUDGET APPROVED Sept 22, 2020</b>		
<b>For the fiscal period from September 1, 2020 to August 31, 2021</b>		
<b>FOCUS ON LIBRARY AND LITERACY</b>		
<b>REVENUE</b>		
	Read-a-thon, net	7,000.00
	Math-A-Thon, net	3,000.00
	Save-On, Cobs, net	500.00
	<b>TOTAL REVENUE</b>	<b>10,500.00</b>
<b>EXPENSES</b>		
	<b>Classroom Activities</b>	
	Classroom Allotments	5,000.00
		5,000.00
	<b>Literacy</b>	
	Library	5,000.00
		5,000.00
	<b>Physical Education</b>	
	Recess Equipment	2,000.00
		2,000.00
	<b>Technology</b>	
	Technology (once raised)	10,000.00
		10,000.00
	<b>Administrative Costs</b>	
	Online Ordering System	400.00
	Other Administrative Costs	450.00
		850.00
	<b>TOTAL EXPENSES</b>	<b>22,850.00</b>
	<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>(12,350.00)</b>

### Classroom Allotments 2020-2021

		Budget	Reimbursed	Remaining
Morin, Danielle	KMA/KMB	500		500
Hoffos, Willow	KWA	250		250
Fortin, Georgette	1F	250		250
Tryon, Nicole	1T	250		250
Gravel, Alexandra	1/2G	250		250
Bilodeau, Nathalie	2N	250		250
Lambert, Karine	2L	250		250
Ghaoui, Racem	3R	250		250
Cullum, Taylor	3C	250		250
Bishop Catherine	3B	250		250
Gourley, Christine	4G	250		250
Bianchini, Honya	4B	250		250
Deloisy, Francoise	5D	250		250
Kulhavy, Miranda	5K	250		250
Berube, Gilbert	6B	250		250
Pathirana, Natalie	6P	250		250
Pickering, Glenda	Music	250		250
Corsi Maria	Library	250		250
Boswell, Shelley	Counsellor	250		250
			0	5000
		5000		