



211 McKnight Blvd NE
Calgary, Alberta T2E 5S7

MINUTES

FFCA North Middle School Council AGM Minutes

Date | time June 18, 2018 | 7:20 pm *Meeting called to order by* Sharon Zerk (chair)

In Attendance

Council

Jennifer Ho, Treasurer
Terri Sartori, Secretary/Hot Lunch Coordinator
Sandy Truong, Vice Chair
Shannon Middlemiss, Hot Lunch Coordinator
Susan Hendry, NMS Partnership Coordinator
Sharon Zerk, Chair

Staff

John Deines, Principal
Shawna Drummond, Associate Principal

Guests

Susan Xu

Absent

Breanne Adkins, Community Coordinator
Rhonda Rempel, Member at Large
Danny Williamson, Teacher Representative

Introduction & Welcome

Welcome to Sarah Stilborn. She will be taking on the fundraising role.

Approval of Agenda

Motion to approve June 18, 2018 agenda as distributed.

- Motion – Sharon
- Second – Terri
 - Motion to approve the June 18, 2018 agenda was passed at 7:21 pm.

Approval of Minutes

Motion to approve May 14, 2018 minutes with correction of treasurer from Sandy to Jennifer.

- Motion – Shannon
- Second – Sharon
 - Motion to approve May 14, 2018 minutes with above amendment was passed at 7:22 pm.

Chair Update (Sharon)

- Thanks!
 - It's been a pleasure and she looks forward to volunteering next year.
- AGM
 - We are missing Secretary, Community Representative and Parental Partnership Coordinator.

Teacher Representative Update (Danny)

- None
- Danny does plan on continuing with council next year

Fundraising (All)

- Everything is set up for Admazing fundraiser next year. Susan has ordered 500 for Calgary, 10 for Edmonton, 10 for Red Deer and 10 for Southern Alberta. We can order more as needed. There is also a letter for parents included with the package. The cost has gone up from \$20 to \$25 but does include an app as well. We don't know if this means there will be double savings for some locations but this could be a selling point. The increased cost also means an additional \$1/book for the school. The delivery is last week of August/first week of September. We have chosen the promotion to buy 5 books and get 1 free. However, this can be changed. Susan and Jennifer can help as they worked on this last year. It was confirmed that you can return unsold books. Last year we also sold a bunch to the high school at their request.
- NWE is doing an apple fundraiser but this may be too much as it would be right after the Admazing Fundraiser. The boxes range from \$28-35/box. The profit was \$9/box and would be coming October 19. It would be easy for Sarah to run if we chose to do back to back fundraisers.
- Terri to confer with new council to strategize on fundraising for next year. A letter will go out at the end of this year/beginning of next.

Community (All)

- It is tradition to have a back to school pancake breakfast at the beginning of the year. Last year this was tagged onto the Terry Fox run. However, previous years it was done with the sports day. Sports day next year will be on September 14. Sharon can provide Terri with the contact for Atco so she can reserve the grill. The budget is \$750.
- Sharon has a contact for the fruit but we can also talk to Stephen from ASC regarding the food as well. The menu is typically pancakes, Cliff Bars, Fruit and Juice. Jennifer has the receipt from last year. Sarah will also check into the Caravan breakfast to see how much they are. Susan has information from 2016/2017 that was provided to council.
- Proposal to set aside \$750 for the 2018/19 pancake breakfast on September 14, 2018.

- Motion – Terri
- Second – Shannon
 - Motion to set aside \$750 for the pancake breakfast was approved.

Treasurer Update (Jennifer)

- Statement of Operations and Cash Forecast was handed out at the meeting.
- Everything has been paid out for this year except Token Economy. Danny is aware the receipts are required for this.
- It would be nice to come up with a fundraising goal for next year. On average, we are spending around \$15,000 depending on the projects the school selects.
- Next year we may see a proposal for bussing to the drop-in centre (or similar) to help sort cloths.

Hot Lunch Update (Shannon/Terri)

- Next year would like to tack on additional amount for fundraising. This was done in the past successfully. We would need to be transparent regarding this. In the past the amount raised was about \$2,000.
- The Booster Juice lunch went really well.
- Sharon or Terri will provide recommendations to the new Hot Lunch Coordinators to help avoid those companies that were difficult to work with.

Administration Update (John/Shawna)

- It's the last 2 weeks of school so lots of final marks and report cards going out next week.
- PAT's being written now and there are quite a few field trips. We have a grade 8 celebration on Tuesday and they will be coached to stay on stage for a little while for photos.
- Staffing is complete. Will be having 1 coming back from maternity leave and 1 coming back from doing their masters at Harvard. 1 grade 6 teacher is going to SWE and 1 grade 5 teacher will move to grade 6. Another grade 6 teacher will be taking a LOA to travel and this has been backfilled. Natalie Powell will also be continuing.
- Council can speak at orientation day to try and fill the open positions. The grade 5 have individual meetings so could set up a table or write something up to hand out during the meetings.

ASC Update (Terri)

- There was discussion about the scholarship selection process and plans to update this.
- It was mentioned that there might be an option to get free computers through a charitable organization. The head of IT will be evaluating this.
- The fees for ASC have not changed but the allocation has changed.

Meeting was adjourned at 8:15 pm.

Next meeting – August 27, 2018 at Terri's house. Details to be emailed out.

**To increase Parental Partnership involvement and have all families feel welcomed.
To make sure that our students are number one in all our decision making.**