

# Council Meeting 15/04/2021

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5:30 PM | Virtual Meeting via Google Meet

Called to Order at

**ATTENDEES** via Google Meet

David Bexte, Leanne Hellman, Stacey Tharle, Geri Budd, Arren Middleton, Fernanda Eisler, Lorelei Bexte, Lori Gair, John Seaman, Diane Smith, Don Monts

## AGENDA

### Additions to the Agenda -

Upcoming Leadership Conference

David moved as amended. Geri seconded. CARRIED

### Approval of Minutes -

Kimberly moved her report as presented. Fernanda seconded. CARRIED

- **Correspondence**

- Gerri Anderson Thank you card for the appreciation gift.

- **Old Business**

- Budget wish list
  - Similar projection for next year. Hoping to allocate some funding to chromebooks, biology textbooks, safety measures in the foods lab, CTS improvements and repairs.
  - Priority is school signage.
  - User fees for the CTS classes cover the consumables, but not for infrastructure
- Grad plan update
  - Looking less likely that it will be a traditional grad as restrictions change. Can be changed quickly as it was done quickly last year. Contingency plans are in place.
- Feeder School Outreach - next week parent meeting for Champion, Arrowwood, Milo, and then grade six from VPE. Then schedule visits from future students. Currently working with Arrowwood to encourage the students who are part of our catchment to continue to attend.

- **New Business**

- Leadership Conference - virtual conference for the students. Half day, April 29. The Story of My Life - The Next Chapter. Wanted to open it up to all student and not just the junior high. David moved the request for funding be moved to the Friends of CCHS meeting. Geri seconded. CARRIED

- **Board Report**

- CCHS School Council Meeting April 15, 2021
- Highlights of Board of Trustees Meeting Tues, March 30, 2020
  - Palliser Facility Department Report: Facility Services Supervisor, Rod Swartzenberger shared the great things that are happening in Palliser schools and on the school grounds. Sprinklers are being installed, parking lots upgraded, floors are being replaced, as well as other projects too numerous to mention. The schools and the grounds are looking great! Rod thanked all the maintenance staff for continuing all the work they have done as COVID has changed how things are done. He thanked maintenance staff for keeping the schools running and safe without missing a beat. He also thanked all the custodians who continue everyday to keep the schools safe for staff and students. Since September they have been working hard daily to keep our staff and students safe with disinfecting and cleaning.
  - Human Resource Services Report: The Human Resources Department works hard to seamlessly provide services to staff in the Palliser School Division. The Human Resource Services team serves 1005 contracted employees (535 Certificated Staff, 470 Support Staff), and 583 casual and substitutes, across the division for a total of 1588 employees and casual/sub employees. Human Resource Services reduced HR staff by one starting the 2020-2021 school year for a total of 4 HR team members. In 2018-2019, the HR team was reduced to 5 members. In 2017-2018, there were 6 HR team members. Human Resource Services is dedicated to ensuring the Palliser School Division is able to provide an exceptional learning experience for all students, by making certain there is outstanding staff throughout the division and supporting them so they can serve Palliser students.
  - School Councils and Fundraising: Administrative Procedure 520 - School Fundraising, outlines the steps schools must follow when raising money for special projects or items. Administrative Procedure 521 - School Generated Funds, supplement the non-instructional operations of the school program and should only be considered for specific purposes and must be used only for the purpose for which they are raised (example foods program, band programs, and athletics). Often school councils will raise funds for specific purposes (hotdogs days, sports days) and in other instances, there may be a society under the school council umbrella that raises funds for school projects (casino's, bingos).
  - Congratulations: Chair Robert Strauss congratulated Dr. Adam Browning for completing his Doctorate. Dr. Browning's hard work is evident in all that he does and it benefits all Palliser students.
  - The next meeting of the Palliser Board of Trustees is April 27, 2021.
  - Any questions or concerns please contact Robert Strauss (403) 485-1758 or Lorelei Bexte (403) 485-0823.

- **Principal Report - Leanne Hellman**

- Preparing for Next Year: Our school calendar has been approved. We have sent out invitations to families of students coming into Grade 7 and Grade 10 next year to attend information evenings to help prepare for the transition. Grade 9 sessions are on April 20th and 21st, and the Grade 6 session is April 22nd, all taking place virtually from 5:30pm - 6:30pm. We are booking transition meetings with our feeder schools, will work with students and parents to complete course selection forms by the end of the month, and will book orientation visits for incoming students in May. We then create the master timetable, set reporting terms, and place students in classes.
- Parent-Teacher Conferences: Our conferences will be held virtually again this term. When parents sign up for their appointments they will be able to select a phone call or a Google Meet.
- School Fees: In an effort to increase the number of families submitting their school fees in a timely manner, we will be:
  - Adding the fee information to the course selection form;
  - Having fees set up in School Cash by September 15th/February 15th;
  - Setting deadlines for payments as September 30th/February 28th;
  - Sharing more information about the need for user fees to cover the cost of consumables;
  - Implementing a policy whereby high school students who do not have fees paid will not be able to participate in optional courses that have fees attached.
- AP 317: Palliser staff (administrators & counselors) participated in CSTAG training on March 19th. CSTAG stands for Comprehensive School Threat Assessment Guidelines, and is the protocol replacing VTRA. To reflect this change in protocol, the Admin Procedure relating to threat assessments has been updated.
- Draft K-6 Curriculum: Parents are encouraged to review the draft curriculum that has been released by Alberta Education and complete the survey.
- COVID: We have been visiting with students and asking them to tighten up a bit in terms of following our COVID protocols, and have had the same conversations with staff.
- Athletics: There are no sports running at this time. We are monitoring the cases in Alberta and in Vulcan County. We will work with Palliser to determine if and when sports can return.
- Accountability Pillar Survey: Alberta Education has opened the AE Assurance Measures Survey. All students and teachers have completed the survey. Instructions and random access codes have been mailed directly to parents of students in Grades 7 and 10. The survey has been extended and will be open until April 28th. A letter will be sent to parents encouraging participation. (So far 5 out of 68 codes have been used.)
- Assessment: The Admin Council has started down a pathway of revisiting how we do assessment. We also will be meeting with teachers to discuss what the end-of-year assessments will look like.
- School Council Resources: There is a conference April 23-25 - I will share links and documents with David to distribute as he sees fit.

- Coming Soon:
- April 20 & 21                    Grade 9 Parent Information Sessions
- April 22                            Grade 6 Parent Information Session
- April 23                            Progress Reports Released
- April 27 & 28                    Parent-Teacher Conferences (4:00pm - 6:30pm)
- May 3                                Staff Meeting
- May 4                                Star Wars Day
- May 9                                Mother's Day
- May 13                              Admin Council Meeting
- May 21                              School-Based Professional Development Day
- May 24                              Victoria Day
- May 29                              Graduation

#### **CCHS Budget & Wish List**

- Just over \$43,000.00 in this year's budget
  - Currently have just over \$13000.00 remaining
  - Department orders will be placed in June
  - Similar budget projected for next year
  - Highest expenditures:
  - Photocopying & Phone
  - CTS - Foods, Construction, Fabrication
  - Technology - repairs to Chromebooks
- Future expenditures:
  - New Biology textbooks - \$125.00/each
  - Additional Chromebooks - \$340/each
  - Foods Lab ventilation
  - CTS Shop improvements & repairs - \$10,000.00 +
  - School sign - \$9250.00 + \$3000.00 for installation

- **Teachers Report - Don Monts**
  - Teachers are busy with report cards marks and comments with interviews coming up.
  - Working to ensure there isn't overlap with major assessments between subject areas.
  - Student teachers will be done on April 22. Have been accepted very well by the students.
  - Covid fatigue is real, and even though the students are doing a good job, but need to continue to be safe outside of school, which falls on parents as well.
- **Sport Council Report - John Seaman**
  - Still no sports at this time.
- **Open Discussion -**
- Next meeting date – May 5, 2021
- Adjournment 7:05

#### ACTION ITEMS

Friends of CCHS

# Council Meeting 04/15/2021

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**6:30 PM | Virtual Meeting**

Called to Order at 7:05ppm

**ATTENDEES** via Google Meet

Leanne Hellman, David Bexte, Geri Budd, Don Monts, Fernanda Eisler, Stacey Tharle, Lori Gair, John Seaman, Kimberly Collis

AGENDA

## **Additions to the Agenda**

Request for Leadership conference funding

## **Approval of Minutes**

Kimberly moved her report as presented. Stacey questioned bylaw movement indicating needed to wait until AGM.

David moved amendment to minutes regarding bylaw movement from previous meeting. Geri seconded  
CARRIED

## **Treasurer's Report**

Friends of CCHS Spirit Account

As of March 31, 2021, total balance is \$7956.41

To Date \$7471.26

Broken down

- \$1912.82 that is Undesignated Funds
- \$5494.47 that is for the Independent Caring Fund
- \$549.12 that is for the Fruit Program
- \$15000 in the GIC – Undesignated Funds

Hawks Nest activity to date

- Income deposited \$4083.90

- Expenses paid out \$4469.19
- Difference -\$385.29
- There is a cash deposit & the March Online sale to do from before Easter which will bring us to the positive.

GIC's started March 19,2021

- Total of \$15,000 invested in an Amplified Business GIC
- we have 3 separate GIC's of \$5000 each so that if needed we can take out a bit at a time as we need it and not interfere with the interest on the full amount.

Amplified Business GIC (Cashable GIC without penalty)

- The interest for a 1-year Cashable GIC if left full term is .35% and if taken out sooner is staggered from .15% - .35% depending how long its left in before taking it out.
- No penalty for taking it out early and we get interest up to the day it's taken out.

Society Papers

I will file the Friends of CCHS society papers in May

Geri moved her report as presented. Stacey seconded. CARRIED

### **Old Business**

- Fundraising
  - Pointsettias - Stacey will meet with Milo to see if it will compete with their fundraiser.
  - Leanne presented the idea of something new and different. Coffee.

### **New Business**

- Leadership Conference upcoming April 29. \$250 registration for the whole school link.
  - John moved Friends provide funds for the Leadership Conference scheduled for April 29, 2021. Fernanda seconds. CARRIED
  - David moved we spend up to \$2 per student for juice and muffins for the Leadership Conference. Geri seconded CARRIED
  - Adjournment
- Sport Council and Friends meeting to determine what the division of funds looks like.
  - Split should be flexible, meaningful and ongoing.
  - Discussion will take place for the next meeting in May.

### **ACTION ITEMS**

- Lori will contact Orlena re: cost of muffins
- Geri will contact Market Street re: cost of juice
- Stacey will circulate a copy of bylaws to all Friends members

Next meeting date : May 5, 2021

Meeting adjourned 8:00pm