

Westmount Elementary School Council  
Meeting Minutes  
October 7, 2009

Attendance:

Brandy Atkinson	Ann Cheek
Colleen Derrick	Wayne Funk
Tracy Gillis	Dana Graff
Christina Kleysen	Deanna Kooistra
Jana Kopp	Esther Lathem
Shanna Logelin	Heather Minshull
Neil Minshull	Trisha Neilsen
Julia Pfeifer	Chuck Renkas
Tera Shaw	Paula Smith
Dianna Visser	Susan Wenstrom

1. Call to Order

Chuck called the meeting to order at 6:32 pm.

2. Welcome & Introductions – Chuck Renkas

Chuck introduced himself and asked everyone to introduce themselves.

3. Approval of Agenda

Paula had an addition 5 e) Sports Day – providing drinks. Susan added 5 f) Apparel and Christina added 5 g) Name Change Clarification.

It was agreed to table the budget until the November meeting. Table the evening snacks as well. Julia moved that the agenda be accepted as amended. Susan seconded the motion. All in favor – Passed.

4. Approval of Meeting Minutes

Christina indicated there were a few amendments to the September 23, 2009 AGM Minutes. Item 2.1 In second sentence change “as” to “is Past President”. Item 3.2 correct “Principal”.

Item 4.3 remove “and” after situation. Item 5 Next Meeting correct “October”.

Christina moved that the meeting minutes be approved as amended. Paula seconded the motion. All in favor – Passed.

5. Reports

5.1 Financial Report – Christina Kleysen

The balance as of October 7, 2009 is \$16,801.08. Christina has not received the check from Hot Lunch as of yet. The school fees to Susan Wenstrom are not included yet.

Christina requires copies of receipts, she has some for the Quilt Raffle, however there are still funds available. Approximately \$1600 to spend from last years Quilt Raffle.

There is still funds available for Drama. Next meeting we will do the budget.

Trish moved that the Treasurer's Report be approved as submitted. Ann seconded the motion. All in favor – Passed.

Christina moved that Deanna Kooistra's mother-in-law make a quilt for this year to have tickets sold at the Christmas Concert. Brandi seconded the motion. All in favor – Passed.

### 5.2 Casino Report – Julia Pfeifer

Julia informed the council that she received the Casino License. Trish sent out an application to all those who are involved and information packages will be sent out to them. Christina and Julia went to the bank and got the Casino account corrected. A name change will be done next month to rectify the situation.

Wayne thanked Julia for getting the Casino organized. Chuck moved to accept the Casino Report as presented. Deanna seconded the motion. All in favor – Passed.

### 5.3 Administration Report – Wayne Funk and Dana Graff

#### **Past Month**

- September 10 – Meeting the Teacher Evening was a great success
- September 14 – Grade 5 Student Teacher begins in Mrs. Van Driel's class
- September 16 – School Photos and Health Nurse, Gloria Simpson presented an H1N1 information session at the Staff Meeting
- September 24 - Kinsmen Lake Clean-up for Division 2 Classrooms
- September 25 – Terry Fox Run at the Kinsmen Park
- October 1 – Drama Production cast list out for “A Promise Is A Promise”
- October 2 – Golden Hills School Division PD Day at Three Hills School

#### **Month Ahead**

- October 14 (2:00 – 3:00 pm) - Masabo Culture Company – Cultural Presentation
- October 16 (2:00 pm)–Respect Assembly & Team Extreme Character Presentation
- October 26 – October 30 – Book Fair in the Library
- October 26 & 27 – School Council Casino
- November 2 (9:00 – 9:30 am Div. 1; 9:30 – 10:00 am Div.2) – Power of One – Bully Proofing Presentation
- November 4 – Photo Retakes
- November 9 & 10 – Wayne and Holly attending AISI Conference in Portland, OR
- November 10 – Remembrance Day Service in the Gym
- November 20 (9:30 am) – Bobby Boogaloo – Kids have Character
- November 23 – Report Card #1
- November 25 & 26 – Parent/Teacher Interviews

#### **Enrollment Update**

- Kindergarten – 54 students + 4 full-time + 58 (3 classes)
- Grade 1 – 66 students (3 classes)
- Grade 2 – 50 students (3 classes)
- Grade 3 – 64 students (3 classes)
- Grade 4 – 46 students (2 classes)
- Grade 5 – 57 students (2 classes/3 classes for 3 hours)
- Grade 6 – 65 students (3 classes)
- International – 13 students
- Total – 419 students

### **New Staff**

- Lindsay Reiseberg – Grade 6 Teacher
- Kristen Roberts – EPA

### **School Budget – Power Point Presentation**

- Wayne reviewed the School Budget and informed the Parent Council of the events that occurred to create the situation that Westmount is in.
- The School Division is experiencing a 1.5 million dollar claw back.
- Westmount Elementary is the only school that is able to accept Skiksika Students.
- We were staffed for 383.5 students. There was a reduction per student which reduced the amount we received.
- Saved on photocopying \$10,000 by charging the teachers for the copies they make. They are allotted \$500 for each class plus \$45 for every student they have at September 1.
- Delay furniture purchase \$8,000.
- Staff Travel Budget \$1500.
- Total reduction of \$19,500.
- Funds to contribute from school activities \$16,000
- Confirmed Budget Changes \$250/teacher/year
- Staffing 1.0 FTE Teacher Cost is \$93,360
- Support Staff .86 is 5 ¾ hour/day
- Reduction of General EPA time .33 FTE X 8 months savings \$8,374
- Reduction Cost \$19,500
- Funds to contribute \$16,000
- Confirm Budget Changes \$14,100
- Actual Budget Reduction \$57,975
- Needed Budget Reduction \$55,717
- Wayne has a deadline of October 15, 2009 to present this to Head Office.
- Wayne asked the School Council to hold off on voting on their budget until the November meeting due to the budget being accepted by Head Office.
- The Alberta Government has funds that are separate funding that need to be used; such as the AISI Conference in Portland, Oregon that Holly and Wayne are attending.
- The funding is just over \$5,600/student. Next year the amount is being decreased by about \$500/student.
- The issue being Alberta Education is under funding schools.
- For International students we receive \$315/student/month.
- Christina asked hss Trinity Lutheran Church taken the enrollment from Westmount. Wayne and Dana figured 5-8 students went to Trinity. This is not a Golden Hills issue as they are still in the system.
- What is the development at Lakes of Muirfield gong to affect the school. They are not expecting a big influx of students in the near future as this development is not growing very quickly.
- Teachers supply/traveling – Any supplies are purchased from them personally.
- H1N1 cleaning extra time is from operation budget not the Westmount budget.

- The school did buy hand sanitizer. Would it be something to consider the Parent Council purchasing hand sanitizer as it is for the benefit of the students.
- Susan asked if Wayne and Dana would keep the School Council up-to-date every 3 months.
- Wayne thanked everyone for listening and offers of support. Please go to Wayne or Dana if you have any questions.
- Christina suggested having a budget meeting for the School Council take about 40 minutes of the meeting to discuss what the Parents want next month.
- Julia asked if it would be possible to create a list of the items that are a priority for the school.
- Dana asked if it was possible to have the School Council to generate a list of what School Council spends their money on.

#### 5.4 Presidents Report – Chuck Renkas

- Chuck presented the Alberta School Council Resource Manual.
- He would like to establish directives to have a 3 Year and 5 Year Plan.
- Chuck would like to put together a committee to research and create a plan for the council.
- The School Council has duties to the division office. Must report to the division.
- Chuck asked if there were by-laws for the School Council.
- Wayne commented that the council is not just the Fund Raising committee. The School Council is to help be a guidance to the advisors as part of the school and give feed back and in-put and assisting with programs in the school.
- On October 27, Dana and Chuck are going to the Master of Masters.
- Chuck will be experiencing a big learning curve and will be looking to the Past President and Treasurer for assistance.
- Julia moved that Chuck's report be accepted as presented. Christina seconded the motion. All in favor – Passed.

#### 5.5 Sport Day – Tabled until November meeting.

#### 5.6 Apparel – Tabled until November meeting.

#### 5.7 Name Change – Christina referred to the September 16, 2008 meeting minutes regarding the name change to “Westmount Elementary School Council” to establish the correct name.

### 6. Meeting Adjournment

Chuck moved to adjourn the meeting at 8:08 pm. Deanna seconded the motion. All in favor – Passed.

#### 6.1 November 4, 2009 at 6:30 in the Library.