

Westmount Elementary School Council
Meeting Minutes
March 10, 2010

Attendance:

Suzie Careless	Ann Cheek
Colleen Derrick	Wayne Funk
Tracy Gillis	Dana Graff
Christina Kleysen	Deanna Kooistra
Heather Minshull	Julia Pfeifer
Chuck Renkas	Tara Watson Shaw

1. Call to Order
Chuck called the meeting to order at 6:39 pm.
2. Welcome & Introductions
Chuck welcomed everyone to the meeting.
3. Approval of Agenda
Christina Kleysen moved the agenda be accepted as presented. Julia Pfeifer seconded the motion. All in favor – Passed.
4. Approval of Meeting Minutes
Ann Cheek moved that the previous meeting minutes be adopted as read, Tara Watson Shaw seconded the motion. All in favor – Passed.
5. Reports
 - 5.1 Fund Raising Society Report – Julia Pfeifer and Christina Kleysen
 - 5.1.1 Society Report
Julia reported that in February Chuck, Susie, Christina, Angie and Julia attended a Games session regarding the use of proceeds and guidelines of what the committee needs to do. They require a detailed list submitted which must be pre-approved by the Gaming Commission of what we want to purchase with the funds received from the Casino. The money can not be mixed with gaming money with non-gaming money. Christina will have a presentation to clarify this issue. The money was received on February 16, approximately \$43,300 was deposited.
The Fundraising Society had a meeting on March 3 . It was opened up to everyone with 2 additional people in attendance, possibly low attendance due to the conflict with the play. The Society is required to have regular meetings at which time the separation of the bank accounts, accountability, and what happens next once the paper work is submitted and what is being requested by April. Angie will research Non-capital and Capital Grant applications to find out what is available to the school. Starting the process and completing the paperwork is beneficial to applying for the Grants that are applicable to the school corresponding with the next Casino if we are too late for this year.

Christina clarified that the January 27 Meeting Minutes stated that Julia, Chuck and Colleen will meet and discuss what grants are available and bring a recommendation to the School Council. Due to the change of bodies and where the moneys are going that the Grants are a society issue that Julia, Chuck, Colleen and Angie look for Capital and Non-Capital Grants together.

5.1.2 Update Summary

Westmount Elementary School Council account with a balance of \$12,180 is the first account that was opened for School Council use. In 2006 an account was opened up for the Casino under the same profile as the School Council. When the Strathmore Westmount School Parent Fundraising Society was formed 4 years ago, it has been determined that the fundraising account could not be part of the School Council account. Just before the Casino in October a new account with a new profile was opened at the Royal Bank and where the Alberta Gaming and Liquor Commission was asked to put the moneys. Anything that is affiliated with the Society's number, ie. Quilt Raffle Licenses, is part of the Society. From the course attended in February it was discovered that an account was required for just the Casino funds, a separate account for raffle and 50/50 draws and a separate slush fund account. The Casino account has now been opened where the proceeds have been moved, which is 100% accountable to the government which can not be spent until it is approved. A third account has been opened for the raffle-50/50 funds, ie. Christmas 2010. A discussion ensued regarding the different function of School Council vs Fund Raising Society.

5.2 Financial Report – Christina Kleysen

5.2..1 General Update

- Christina sent out an email to anyone who requested one; they received it today. Bank balance is \$12,180.. From the budget \$9,576 has been spent from the budget of \$15,000.
- Colleen Derrick moved to close secondary bank account \$101-349-1 and funds to be transferred into regular account, Ann Cheek seconded. All in Favor – Passed.
- Colleen Derrick moved to increase the office budget by \$120.75 to cover new cheque charges. Julia Pfeifer seconded. All in Favor – Passed.
- Colleen Derrick moved to donate \$1000 to Strathmore Westmount School Parent Fundraising Society to cover operational costs. Julia Pfeifer seconded, All in Favor – Passed.
- Discussion ensued regarding the operational cost keeping a certain amount in the account. It was tabled for a later meeting.

5.3 Administration Report – Wayne Funk

Past Month

- January 29 – Semester Break Day (No School)
- February 5 – Super Hero Family Dance put on by Mrs. Brassard was lots of fun. Raised approximately \$500-600 going to Phys. Ed. Equipment. She will also be doing the Spring Plant Fundraiser in late May – early June.

- February 10 – Winter Walk Day
- February 12 – Team Canada Spirit Day
- February 18 - 19 – Teacher's Convention (No School)
- February 26 – Love and Friendship Assembly
- March 2, 3 & 4 – A Promise is a Promise Drama – great production.

Month Ahead

- March 15 – Grade 6 Ski Field Trip – Excitement mounting.
- March 22 – Report Card #2
- March 24 – Parent/Teacher Interviews, 4:30 – 7:30 p.m.
- March 25 – Pajama Day
- March 26 – Day in Lieu of Parent/Teacher Interviews (No School)
- April 1 – Courage Assembly
- April 2 – 11 – Easter Break (No School)
- April 23 – Professional Development in Calgary for all Teachers (No School)
- April 30 – Spring Photo Day.- Fundraiser as they pay \$2/student
- May 6 – Motivational Magic Show
- May 7 – Flex Friday (No School)

Enrollment Update

- Kindergarten – 62 students (3 classes)
- Grade 1 – 66 students (3 classes)
- Grade 2 – 52 students (3 classes)
- Grade 3 – 68 students (3 classes)
- Grade 4 – 48 students (2 classes)
- Grade 5 – 58 students (2 classes/3 classes for 3 hours) (2 international)
- Grade 6 – 68 students (3 classes) (2 international)

Total – 422 students (4 international)

This is an increase of 3 students since our last WESC meeting (with a decrease of 5 international students.)

Kindergarten Registration

- Currently have 40 students registered for Kindergarten for 2010/2011.

2010/2011 Budget and Staffing

- Student projections have been submitted to Head Office in the last few weeks.
- Funding is relative to the number of students registered on September 30, 2010.
- To offset a possible decrease in student numbers a 10 student decrease has been projected from what the straight line projections would be; thus allowing a small increase in budget as opposed to a drastic decrease.
- March 16 - Administration Meeting will indicate the \$ per student.

Drama Report – Dana Graff

- Big thank you to all of the parents who volunteered as without their assistance this production would not be possible, from Ann who did cuing and Angie who did such a wonderful job with make-up.

- Had a Senior's Tea for one of the performances as a pay-back from Westmount School to the community. Trisha recruited some seniors to attend the production. Approximately 50 seniors came to enjoy the show and have coffee/tea and squares served by the cast. Everyone who stayed really enjoyed the interaction with the cast and crew.
- Take a look at the display of the cast photos on the board on the way out.
- Dana purchased 2 speakers using the Quilt funds. Disconnected all of the old speakers and the sound was much better for this production. Maintenance did a great job came in set it up and there was a trap door installed at the back of the stage
- Discussion ensured the use of the Quilt funds.
- Christina mentioned that Sobey's donated the pizza, cookies and drinks for the 2 dress rehearsals that would have cost between \$400-500.
- Christina asked if Dana was going to put a thank you in the newspaper and Dana was going to do a bug thank you card up for Sobey's. Dana would do that once the Project Hope Gala is over.
- There was a discussion regarding the funds that were not used for food and the Drama funds that were allocated for make-up and equipment.
- Dana commented on the Grade 11 students that have assisted with the back stage crew, make-up and cast.
- Chuck commented he received a thank you card from the cast which was for his assistance with the set. Ann commented that Angie coordinated thank you cards for all the volunteers.
- Chuck thanked Dana for all his hard work on the play.

5.4 Presidents Report – Chuck Renkas

5.4..1 Executive Positions

Chuck informed School Council that the Treasurer and Secretary positions will need to be filled for next year as Christina and Dianna are stepping down from these positions. Wayne asked that if anyone knows someone who is interested in these positions to let Chuck know. Then a note can be sent out requesting anyone who is interested in taking on the positions to come forward..

5.4..2 Meeting Schedule

Christina requested that the meeting dates for the remainder of the year be reverted back to the first Wednesday of the month due to Dianna having conflicts on the second Wednesday of each month. She was unable to attend this meeting due to family issues and will make arrangements to attend the April 14 meeting due to Easter Break. Thus the meetings for the last two months will be May 5 and June 2.

5.4..3 Education Week April 25- May 1, 2010

Chuck was sharing information he received today about Education Week. Heart of Our Community is the theme for Education Week this year. He has information for anyone interested, please take one and the rest will be for any parents who are interested.

5.4..4 Playground Catalog

Chuck received a brochure on playground equipment. Dana would take it and replace it in his file.

6. New Business

6.1 T-shirts

- T-shirts donated to the School from School Council was extra inventory of \$557.50.

6.2 Naturalization Project

- Wayne and Dana met with Don Hay regarding how to fix the east side of the Division 1 swing and the water collecting there.
- Wayne discussed that Angie has been in contact with them through e-mail regarding this area and that Don has a solution that would take a few people to invest some sweat equity and weeping tile and would be resolved for relatively little cost.
- Don also wanted to do some Naturalization in the Division 2 area, however the Golden Hills does not own this land as it is only leased from the town and Golden Hills does not want to put any development into the Division 2 area.

6.3 Parent/Teacher Interviews

- Ann inquired who is in-charge of the Parent/Teacher Interview Supper. Ann will coordinate the Parent/Teacher dinner on March 24. Tracy – casserole, Colleen – lasagna, Julia – salad, Christina -buns, Ann – dessert and Deanna – dessert.

6.4 Multi-cultural Day/Week

- Deanna mentioned that this week is usually Native Awareness Week which has not been arranged.
- Would like to do a multi-cultural day or week. Thought about having the same time as Western Day.
- Wayne mentioned that Michelle Brassard has something planned for Western Day.
- Deanna and another teacher were going to go into Calgary to visit a school that does a multi-cultural week.
- Discussion ensured that the school has many different cultures that would be good to included as many as possible not just one group.

6.5 Grade 6 BBQ

- Christina mentioned that Lynn Atkinson is coordinating the Grade 6 BBQ.

7. Meeting Adjournment

7.1 Next meeting April 14, 2010 at 6:30 in the Library.

7.2 Chuck moved to adjourn the meeting at 8:04 pm.