



# School Council

## Minutes of the ÉEVE School Council Meeting January 10, 2023 1:00pm In Person and via Zoom

### **SC Executive:**

Caley Remington, Chair - present  
Chelsey Conrad, Co-Chair - present  
Judi Hunter, School Board Trustee - regrets  
Jennifer Tanguay, Secretary - present  
Sharelle Stitt, Treasurer - present via Zoom  
Logan Martin, Community Outreach Coordinator - present via Zoom

### **School Administration Members:**

Brendan Trinca, Principal - present  
Alanna Berger, Assistant Principal - present

### **Attendees:**

#### **1. Call to Order**

Caley called the meeting to order at 1:05pm.

#### **2. Approval of Agenda/Minutes**

*Caley motioned to accept both the agenda and minutes from the previous meeting as circulated; seconded by Chelsey; no objections; motion carried.*

#### **3. Chair's Reports**

Yearbook Committee will be meeting soon. Requesting ID/name tag to wear when taking pictures at school events. Next month will be calling out cover submissions. Actively taking pictures and collecting pictures from teachers. Can start working on Halloween, Christmas and formatting classroom layouts. Need to submit for printing end of June. Ordering done via SchoolCash Online, distributed in September.

Fun Lunch has been going well, don't need additional volunteers every week - McDonald's was a bit of work compared to others. Michelle will be transitioning out,

need someone to take this on next year and if possible, train before end of this school year.

FEEVES meeting next month. Held a special meeting recently to discuss AGLC licensing requirements. License required if there is a raffle. Need to get accounting in order, develop a resource binder that can be passed on year to year. This will be kept at the school, and will contain all the information needed for future years, along with documentation should there be an audit from AGLC. Very important that FEEVES and Council remain separate to comply with regulations. Some lessons learned from the Dance last year. Raffle tickets, bake sale and entrance fee got mixed up. Need a strict no cash policy. Council deals with entrance fee and bake sale, raffle tickets need to go through FEEVES.

School Dance on March 30. Treasurer will assist with stream-lining accounting and record-keeping prior to. Plan is to hold a special School Council meeting re: finances and the whole process. Historically, baskets have been a huge source of revenue, but you need a license and there are strict rules from AGLC around that (can only be a percentage of the value of the basket). License is also required for 50/50 but not for silent auction, which may be a better avenue to pursue than baskets.

#### **4. Principal's Report**

Literacy Week is Jan 23-27, the week of National Literacy Day (Jan 27). Some great events that week, including Mystery Readers, Family Literacy Night and Read-A-Thon (no AGLC licensing requirements, done through School Council).

Family Literacy Night will be held on January 26. There have been noticeable effects on literacy due to societal trends, the pandemic and technology. The goal for this event is to engage and support parents at home through thought-provoking conversation, de-mystifying myths and promoting the value of literacy. There will be a formal presentation followed by grade-specific information. Literacy Specialists will be present. Working on marketing for this event, last one held 4 years ago which was well attended. Goal is to have 100 parents attend. Child-minding will be provided, along with pizza.

#### **5. Assistant Principal's Report**

December was a good month, last 2 day's of school before the break were well attended considering buses weren't running. This year has started with 4 new students, in the English program. Friendly Helpers have been fantastic at welcoming these new students. Provincial Assessments continuing for Grade 1 and 2. House Team assembly on Friday 9:00 to kick-off new character focus: Responsibility. Parents are always welcome to attend.

#### **6. School Trustee Report**

Judi sends her regrets, unable to make today's meeting. Report tabled until next meeting.

## **7. FEEVES Report (discussed during Chair's Reports)**

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## **8. Yearbook (discussed during Chair's Reports)**

Yearbook Committee will be meeting soon. Requesting ID/name tag to wear when taking pictures at school events. Next month will be calling out cover submissions. Actively taking pictures and collecting pictures from teachers. Can start working on Halloween, Christmas and formatting classroom layouts. Need to submit for printing end of June. Ordering done via SchoolCash Online, distributed in September.

## **9. Read-A-Thon**

Read-A-Thon will take place Jan 20-31. Goal is to promote literacy, reading and raise \$20,000 to be used for upgrading books in the library. Fundraising goal is the amount raised during Math-A-Thon several years ago. Communication to parents will be done via school and class reps. Volunteers will be needed for 8 school days to input minutes read by each student into excel spreadsheet for tracking. Pledge donations must be done via SchoolCash online. Can donate without creating an account, detailed instructions including screen shots will be provided. Donations of \$20 or more will automatically generate a charitable tax donation receipt.

Daily prizes and incentives can be financed with School Generated Funds (requirement to use these funds is that it benefits all students). These funds are primarily generated from MusicFest. Suggestions for daily prizes and incentives: most minutes read by each grade level, a student, a student for each grade.

School Council will provide letter for class reps to forward to parents along with Sign-up Genius for volunteering over 8 days to input minutes. Will prepare package including letter, daily tracking sheet, instructions outlining how to donate, schedule of events/prizes. Will get daily prizes. Alanna will work with kids, literacy committee and front office to make invitation for parents to attend Family Literacy Night.

*Caley motioned for \$2,000 to be used from School Generated Funds, specifically from MusicFest account, to be used to purchase prizes and incentives for Read-A-Thon; seconded by Chelsey; no objections; motion carried.*

## **10. Open Floor**

Upcoming events:

School Dance April 6 (after SoundKreations)

Teacher Appreciation Week Feb 13-17

## **11. Future SC Meetings**

Future meetings will be held in person at ÉEVE with option to join on Zoom.

Feb 7, 2023 at 1:00pm

Mar 14, 2023 at 7:00pm

Apr 11, 2023 at 1:00pm

May 9, 2023 at 7:00pm

## **12. Adjournment**

Caley adjourned the meeting at 2:08pm.