

Coalbanks Elementary School
School Council Meeting

Agenda – January 20, 2020
6:30 pm – 8:00 pm

* indicates written report/attachment provided

1. **Call to order**
2. **Review of the Agenda (Explain recommendation Alberta School Councils)***
See Appendix A.
3. **Approval of the Minutes, as presented (OR as amended)** 5 min
4. **Parental Request** 10 min
Karla Wright requested to address council regarding the November Council Meeting
5. **Financial Report*: Treasurer – Dina Mustendanagic** 10 min
Financial Transactions / Status to date:
6. **Provincial Perspective** 10 min
7. **Committee Reports** 15 min
Hot Lunch Update
8. **Principal's Report: Principal – Joey Gentile** 30 min
 - a. Amendments to our operating procedures – see recommendations from Alberta School Councils. Also, look at recommendations of suspension and expulsion of membership (5D of Operating Procedures).
 - b. Communication Flowchart – process and procedures
 - c. Nominations for Chair and Vice-Chair – any interested candidates will submit their names to Mr. Gentile prior to the February council meeting. If multiple names are submitted their will be an election at the February meeting. If only one name for a position is collected then that individual is in by acclamation.
 - d. Share that we have a group that has applied for our Society Status for Coalbanks. It is called 'Friends of Coalbanks'. The Society will be responsible for all fundraising moving forward.
 - e. Proposed student event – Motivational Magic (Steve Harmer) – Share list of potential programs. If supported, Mr. Gentile will work with the staff to decide on the actual program delivered by Mr. Harmer.
 - f. Mr. Gentile will share purpose of School Council – work done with Alberta School Councils
9. **Old Business** 15 min
Motion on the floor from the November meeting
10. **Trustee's Report: Trustee – Jan Foster** 10 min
11. **New Business** 10 min
12. **Next Meeting(s)** 5 min
February 24th from 6:30 pm to 8:00 pm.
13. **Adjourn**

Coalbanks Elementary School

School Council Meeting

Appendix A.

AMENDMENTS: (Suggested by Alberta School Councils)

1. Under 1.K. – this should now state the Education Act (not School Act).
2. Under 2. AUTHORITY – should state Section 55 of the Alberta Education Act and the School Councils' Regulation.
3. Under 5.A.iv. – I am concerned that persons from the school community (I'm guessing support staff) are referred to as General Members. A more commonly used term is 'Community Members' and includes members from the community as well. Community Members are typically approved by the School Council (so they can't automatically become members – they are accepted as members or denied membership).
4. Under 5.B.ii. and iii. – The principal is the final decision maker in the school. Period. This means he/she has the 'power of veto'. Typically, principals and staff do not vote at School Council Meetings because they don't want to sway the decision/vote of the parents. I would suggest removing them as Voting Members. The School Council is only an advisory body, so any decisions or votes they make are only provided as advice to the school principal.
5. Under 5.D. – This clause concerns me. This deals with removing members from meetings and from membership. Proven practice is that any member (doesn't have to be the principal or an executive member) is able to call a 'Point of Order' and call out a member who is breaching the Rules of Order of the Code of Ethics. The Chair has the authority to ask a member to leave a meeting, as does the principal. I suggest looking at the definitions of a Voting Member and a Community Member (instead of a General Member). These two definitions will be added to our Operating Procedures as follows:
 - **Voting Member: "means parent, guardian or primary caregiver of any child enrolled in an educational program at the School"**
 - **Community Member: "means persons other than parents (as defined in 1C above) who have, in the opinion of the majority of the Members of the School Council, an interest in the well-being of the students and the School"**
6. Under 6. DECISION MAKING – Typically, School Councils don't vote that much. They try to arrive at agreement through consensus. A vote is only held if required (i.e. elections).
7. Under 9.A.x. – ASCA advises School Councils not to have a bank account due to legal liability on the account. If they do have an account, the Principal and Vice Principal and staff should not have signing authority. They are not covered by school board insurance to be signing authorities on bank accounts. This leaves them open and vulnerable to law suits. However, due to the unique situation it would be recommended that the School Principal remain as a signatory on the account until the account is closed or a new chair is in place (Society Status).
8. Under 9.A.xi. – The Annual Report is required in legislation (the Regulation) and should be noted here.
9. Under 13.A. – last line – The Chair actually does not have the final say respecting all agenda items. The principal is the final decision-maker in the school and has the authority to veto agenda items. Remove "If necessary", The Chair will consult with the Administration as to the appropriateness of the proposed item. In cases of a dispute, the Principal and/or designate shall have the final say respecting all agenda items.
10. Anywhere in our procedures it mentions General Member, it will be changed to Community Member.

Regarding amending the bylaws/OPs, refer to clause 21. REVIEWS and AMENDMENTS C. and D. It clearly states that the bylaws may be amended by a majority vote of the Voting Members present at any scheduled meeting of the School Council. Notice of proposed amendments to the OPs will be provided to the School Community no less than 5 days before a meeting.

School Council Meeting

I could not find any clause to suspend or expel members, other than clause 5.D., which has some problems. I would recommend amending the OPs at your next regular meeting. List it as an agenda item and discuss adding a clause regarding Suspension and Expulsion of Members, and any other changes that should be made. Once the new executive is in place, a review of additional amendments will be considered at a later date.

Suggested Amendments to our Operating Procedures (Re: Conduct during meetings, suspension and expulsion of membership, members being asked to leave a meeting, etc.).

If you have further questions or require clarification regarding operating procedures, school council purpose, or suggested amendments to operating procedures, please feel free to contact Alberta School Council Association Client Service Specialist (Celeste Burdinsky) 1-780-451-7147.