

Coalbanks Elementary School
School Council Meeting

Agenda – February 25, 2020
6:30 pm – 8:00 pm

* indicates written report/attachment provided

Attendance: Joey Gentile (Principal), Ainsley Croil (Vice-Principal), Christina Eileen (Administrative Assistant), Lindsay O'Brien (Parent), Kathi Burnett (Parent), Kara Carriere (Parent), Michelle Harding (Parent), Stephanie Beekman (Parent), Karla Wright (Parent), Whitney Dunkin (Parent), Julie Van Dyk (Parent), Kendra Yoshida (Parent), Jacque Van Dyk (Secretary), Kristen Gilbert (Teacher)

1. Call to order

-Mr. Gentile called the meeting to order at 6:32pm.

2. Review of the Agenda

3. Approval of the Minutes, as presented (OR as amended)

[Link minutes from January 23rd](#)

-Kathi motions to accept the minutes. Kendra seconded. Carried.

4. Elections of Chair:

- a. Mr. Gentile will identify the names that have been submitted

-Chair Person names put forward: Sarah Janke, Kathi Burnett

- b. Call for nominations from the floor

-No additional names put forward.

- c. Speeches/ Questions (3-5 mins each)

-Tell us a little about yourself that would help us understand why you would be a strong candidate for this position.

Kathi – Was vice-chair last year and really enjoyed being part of school council. She didn't put her name forward for this year because of some of the drama that took place last year. She is encouraged by the changes that were made to the operating procedures at the January meeting and is ready to join council again. She wants school council to be a constructive place.

-Tell us a little background of your experience that would make you a strong candidate for this position.

She's a mom of a child in the school and she's an EA in the school division. She knows the challenges that parents in schools face.

-How do you plan to work collaboratively with the school principal if you are the successful candidate?

Kathi – She worked successfully with admin last year and is confident she will have a good working relationship with Joey, Ainsley and Christina moving forward.

-Sarah Janke's responses sent in as she was unable to attend the meeting.

Responses attached below.

- d. Elections if applicable

*Chairperson Duties See Appendix A.

-First vote ended in a tie. Moving to a second vote.

-Whitney makes a motion to destroy the ballots. Karla seconded. Carried.

-Mr. Gentile asked if people would be in favour of calling Dina (Treasurer) to get her vote. No one opposed. Dina will vote by text message.

-Kathi Burnett in as chairperson.

-Kara makes a motion to destroy the ballots from the second vote. Karla seconded. Carried.

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6. Elections of Vice-Chair:

- a. Mr. Gentile will identify the names that have been submitted
-Kendra Yoshida, Kara Carriere, Sarah Janke
- b. Call for nominations from the floor
- c. Speeches/ Questions (3-5 mins each)
-Tell us a little about yourself that would help us understand why you would be a strong candidate for this position.
Kara – Chair last year, vice-chair the year before. Two boys in this school. She has lots of experience working with Joey and Christina and the teachers at the school. She is an EA so she has been in the school system for a few years. Her reasons for not reapplying to be on school council this year were similar to Kathi's. She's ready to give it another try this year.
Kendra – Withdraws her name.
-Tell us a little background of your experience that would make you a strong candidate for this position.
-How do you plan to work collaboratively with the school principal if you are the successful candidate?
- d. Elections if applicable
*Vice Chairperson Duties See Appendix B.
-Sarah Janke is voted in as vice-chair.
-Kendra motions to destroy the ballots. Julie seconded. Carried.

-Question from Kathi: How long are the positions in place for? Decision will be made soon as to whether the AGM will be in June or in September at which time new elections will be held for all school council positions.

Mr. Gentile will briefly meet with the new Executive after the School Council meeting to book a time to go over the Operating Procedures with Alberta School Councils

7. Financial Report*: Treasurer – Dina Mustendanagic

Financial Transactions / Status to date: \$19,202.17
Traversing Wall: \$6000 as per January School Council Meeting
Motivational Magic Presentation \$800
Pizza Parties: \$46.89
-additional pizza parties still to be held

8. Committee Reports

Hot Lunch Update – Hot lunch tomorrow – Mary Brown's
-Via Ciabo – received e-mail to consider for next year;
-Note for next year: Some complaints were received about Chopped Leaf.

9. Principal's Report: Principal – Joey Gentile

- Celebration of Learning Thursday, March 19 from 1:00 p.m. – 8:00 p.m. Teachers will have a dinner break from 5:00 – 5:30 p.m. Parents don't need to book a specific time. Some teachers put a limit on the number of families visiting at the same time so contact your child's teacher for information.
- Power School Parent portal will be closed on February 24th for teachers to input grades and comments. It gives teachers two weeks to input grades and comments. Report cards will go live on March 13th at noon. Mr. Gentile and Ms. Croil read every report card to ensure there are no errors.
- The 2020-2021 School Calendar has been approved by the Board
<https://www.lethsd.ab.ca/download/230684>
-Students will start September 1st, before the labor day long weekend.

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-October is a full week where children will not be at school, but it will be PD days for the teachers. PD Days are compressed in to this week to limit interruptions in other months.

- Motivational Magic: "Bucket Filler" has been booked for March 5th @ 9:00 a.m. This event is for the entire school body. Children from afternoon programs are welcome to attend with parent supervision.
- The traversing wall has been ordered. It will arrive in 4-5 weeks. Our maintenance department is hoping to have it installed over the Easter break or sooner.
- Amendments to the Operating Procedures from last meeting have been updated and posted on the website.

10. Old Business

11. Trustee's Report: Trustee – Jan Foster

12. New Business

Likely no portables will be granted to the school next year. Enrolment numbers continue to grow. No decision has been made about the EEP program as of now. Mr. Gentile encouraged parents to look in to funding numbers from the government and the Minister of Education. There may be cutbacks coming for the fall.

13. Next Meeting(s)

- March 16th @ 6:30 pm-8:00 pm
Goal is to make meetings a more informal gathering moving forward.
-Mr. Gentile adjourned the meeting at 7:18pm.

14. Adjourn

Hi there!

My name is Sarah Janke and I have put my name forward for the position of Chair on Coalbanks School Council. My sincere apologies I am not in attendance tonight. I was born and raised in Lethbridge and am now raising two children here; one of which is attending Coalbanks now and one whom will be joining the Coalbanks family in the fall. I am a pronghorn's track and field alumni, have two university degrees and a certificate in Emergency Nursing. I serve our community as a registered nurse in the Emergency department. I have a strong love for this community and a desire to help make Coalbanks School the best it can be.

I have vast experience leading a team as charge nurse in the Emergency department. In this role, I have experience making informed decisions in a high pressure environment. I am a clear, concise and respectful communicator. I will always be accountable, dependable and respectful of the diverse parent and student population. I have experience as an effective delegator to ensure all tasks are completed in a timely fashion by all members of the team.

Using my exceptional organizational skills, I plan to work collaboratively with all parents participating in school council, the board and school principal/administration. Ultimately, I have the same goals as everyone else: to provide a voice which keeps the best interest of all students at the forefront of school council activity. Thank you for considering me to be Chair of School Council.

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Appendix A.

CHAIRPERSON DUTIES

It is expected that the School Council Chairperson will be a parent of a student attending the School. Unless otherwise delegated, the Chairperson of the School Council will:

1. Chair all meetings of the School Council;	8. Have general supervision of all activities of the School Council;
2. Coordinate with the principal to establish meeting agendas;	9. Be the official spokesperson of the School Council;
3. Communicate with the principal on a regular basis;	10. Ensure there is regular communication with the school community, beyond those who attend meetings;
4. Call regular School Council meetings;	11. Stay informed about school board policy that impacts School Council;
5. Decide all matters relating to rules of order at the meetings;	12. Have signing authority, if required, on any financial accounts together with the vice-chair/co-chair and the treasurer;
6. Follow existing School Council operating procedures;	13. Submit an annual report in conformance with the Regulations.
7. Ensure that minutes are recorded and maintained;	

Appendix B.

VICE CHAIRPERSON DUTIES

Unless otherwise delegated, the Vice-Chairperson/Co-Chairperson of the School Council will:

1. In the event of resignation, incapacity or leave of absence of the Chairperson, fulfill the Chairperson's responsibilities;	6. Promote teamwork and assist the Chairperson in the smooth running of the meetings;
2. In the absence of the Chairperson, supervise the affairs and preside at any meetings of the School Council;	7. Keep informed of relevant school and school board policies;
3. Work with and support the Chairperson in agenda preparation;	8. Prepare to assume the position of Chairperson in the future;
4. Ensure the appropriate management, in compliance with PIPA, of any personal information collected on behalf of the School Council;	9. Have signing authority, if required, on any financial accounts together with the Chairperson and the treasurer;
5. Assume responsibility, in consultation with the School Council, for communicating with the fundraising society or other parent groups within the School;	10. Aid the Chairperson and undertake tasks assigned by the Chairperson.
