

Camilla School Advisory Council Meeting Minutes Tuesday, June 7, 2011

Call Meeting to order – 7:04 pm

Attendance: Retelle Poitras(Chair), Lori Reaville (Vice-Chair), Nadine Hoffman (Treasurer), Jennifer Haddock (Secretary), Michael Byrne (Principal), Jackie Warmington (Vice Principal), Melissa Lirondelle (Gr 4-6 Rep) , Shelley Porter (Trustee), Naomi Van Brabant (LAC Rep), Juanette Quintal, Michelle Fincaryk, Jackie Morin

Addition to agenda (by motion): Babysitters need or wanted for SAC meeting nights. Retelle motioned; seconded by Naomi.

Adopt minutes of April meeting (by motion): Retelle motioned; Naomi seconded.

Meeting Protocols were read by Retelle:

1. Meeting agendas are set one week prior to meeting date. Council members please forward agenda items to the Chair by this deadline.
2. Rules of Order at meetings. Meetings commence at 7:00 p.m. Motions are required to accept the previous meeting's minutes or to make changes. This motion must be seconded and then the Chair will conduct a vote by asking those in favour and those opposed to show hands. (This is the format for all items requiring a vote.)
3. If members wish to discuss a motion, the Chair will open a debate. Each member may speak to the motion twice. Once a debate is complete the Chair puts the motion to a vote. A majority (51%) is required for a vote to pass.
4. Meetings shall adjourn by 9:30 p.m. A motion is required to continue the meeting past 9:30 p.m.
5. Guest Speakers – We may begin our meeting by introducing our guest speaker and allowing their presentation to take place prior to the handling of business.
6. Meeting minutes and reports will be distributed via email and the Camilla School website. If you do not have email, please request a copy from the Secretary.
7. At the end of the meeting we call for “Bouquets”, which are a token thank you to individuals in recognition of service. These bouquets are recorded in the minutes.
8. Please advise the Chair or Vice-Chair if you are unable to attend meetings. We require quorum (minimum number of voting members) in order to vote on a motion.

Old Business

1. Proposed SAC projected budget.

What do we want to use our money for? In the 2006/2007 year, a motion was made that any excess funds were to be used for “community spirit”. That year the SAC made \$700. This year the SAC made \$1,200. We will need to budget for all of the events if we will do the same in the next school year as this one. We paid the following:

Back to School BBQ - \$555.75 (School paid \$150.80, FOC \$200.00, SAC paid balance)

Teacher appreciation - \$305.01 (\$250 generously donated). Total cost would be approx \$500 and the original budget was \$300. We may not get the donation next school year.

Meeting expenses (water, desserts, speakers) - \$129.36

Office Supplies - \$100.00

Social (eg. Retirement gifts) – SAC did not do this year (see further discussion below)

Pancake Breakfast - \$300.00 (breakfast cost \$600.00; half paid by school)

Right now the SAC has \$1,900.00 in the bank.

We have three retirees this year. We would like to give a small token for the retirees but it will have to be determined from year to year, depending upon what the budget will allow.

Lori makes a motion that the SAC provide a card and a small token for the retiring staff this year to a maximum amount of \$25.00 each. Naomi seconded. (Issue of whether or not we had quorum was discussed. Decided we had just enough for quorum.) Voted all in favour. Motion carried.

The issue of what the SAC is currently providing money for was discussed as there is confusion between whether the SAC can provide funds for certain items as the FOC is the fundraising committee. The SAC’s mission statement is something to the effect of “enhance student learning”. We need to ask ourselves if in providing funds, will it be in support of student learning. It was discussed to what purpose does the SAC have money. The money was originally used for “school spirit”.

New Business

1. Back to School BBQ

- a. Possible date is Thursday, September 15th.
- b. Dinner ideas; Hamburgers and hot dogs. Jackie Morin will order the food. We need to stick to a budget of \$600.00. This year was pulled pork but our volunteer cannot do the pulled pork next year. We will probably require \$200 of each hamburgers and hot dogs which will cost in the neighbourhood of \$150 each.

- c. Times: Dinner 5:30 -6:45 p.m. Teachers are willing to serve until 6 p.m.
- d. Meet the teachers 6:15 – 6:45 p.m.
- e. Volunteers
 - i. 4 people to serve food after teachers leave to go to class – Shelley volunteered
 - ii. 2 people to run information table – Retelle & Jennifer volunteer
 - iii. 2 people for refreshments – Naomi volunteered
 - iv. Student volunteers for tickets – should we use students? Only if Jr. High age. We will use tickets and a stamp once food is given.
 - v. 2 floaters
- f. Information Table
 - i. Collect email addresses and phone numbers for ease of contact
 - ii. Possible survey topics: teacher appreciation, Christmas concert or event like this past year, swimming, workshops and speakers, art classes, skiing
 - iii. Collect a list of volunteers for upcoming events
 - iv. Information to give: possibly SAC's year plan

Retelle makes a motion that we budget \$600 for the Back to School BBQ. Nadine seconded. All in favour. Motion carried.

- 2. SAC Sub-Committees: possible ideas
 - a. Parent board and Information posters
 - b. RQB Ag Rep
 - c. Calahoo Ag Rep
 - d. Parent emails
 - e. Volunteer coordinator
 - f. School Board meeting attendance
 - g. Back to School BBQ sub –committee
 - h. Plant and Bake Sale

Put out a white board to sign up for sub-committee positions so we know who will be responsible for what duties. Every event will have a sub-committee.

Reports:

Please submit written reports prior to meeting via email to Retelle: trikay@xplornet.com

- 1. Trustee – Thanks those who signed up for SAC positions. Great conference was held by the Alberta School Board Association with the theme “Walk a Night in My Shoes”. Budget has a May 31 finalization. There are cutbacks but nothing drastic. School Board is dipping into the surplus to maintain program considerations and staffing levels. Class size initiative has been cut for Grades 4, 5, and 6 in addition to 7, 8, and 9 from last year. Sturgeon School Board has been selected as a partner in educating children from Greater St. Albert Catholic Schools that do not want a Catholic education. The Minister is funding this change. They will get their own site, portables in Morinville for this coming year.

2. Administration – PATs starting. Timetable changes coming for this year. From an 8 block to a 5 block of 60 minutes each per day. This increases instructional time. Schedules will be set more, no bouncing around. There will be 2 splits in Jr. High. There will not be a split in Grades 1 and 2. There will be three Gr. 3 classes. Staffing for next year in progress but there is no guarantee on any teachers in any grades until September. Students in Jr. High were surveyed on Options. There will be Beginner and Advanced Band as well as Woods. There will be a pilot Option of Academic Skill and Builder program for study and organizational skills that will be attended by invitation by a teacher. There will be no more mandatory Options and there is a change in fee structure.
3. Chair – no report
4. Ag – no report
5. FOC – no report but for next year, Lori Reaville will attend all FOC meetings and bring back a report.
6. Staff – no report.
7. ECS – Ending the year with a field trip and a wind up party at the end of the month.
8. Headstart – no report.

Additions to Agenda:

Babysitting for SAC meetings. Would more parents attend if there was babysitting? Mike advises we could use the music room. We would need an RSVP of children to get the proper amount of babysitters. SAC should put out a sign up sheet for those teens wanting to babysit and use that phone list with area they want to babysit in. It would give them experience. We would have to set guidelines ahead of time. Tabled until next meeting

Bouquets:

Thank you to all those who worked on Grade 9 Farewell, especially:

Jennifer Bruinsma

The leadership class.

All of the Jr. High Staff

Thank you to Jackie Morin for great leadership of the SAC for the past school year.

Email submission

It was discussed when we should send off an email to parents. Suggestions were Reminders of meeting a few days in advance; Announcing upcoming speakers; Let parents know if the school is short of volunteers. We should stick to things we are sponsoring: SAC specific. We could add a “Did you Know?” portion to the email. We could also add an “unsubscribe” option at the bottom.

Adjournment: 9:00 pm