

Minutes
Dr Clark School Council Meeting
Tuesday, November 24th
7:00 p.m. Zoom Meeting

2020-21 Executive

Chair - Jennifer Dahl

Co-Chair - Karyn Hobbs

Secretary - Aruna Baker

Members-At-Large: Janet Feener

Newsletter Rep: open

1. Call to Order 7:01
2. Introductions: Karyn Hobbs, Sara Viveiros, Janet Feener, Jennifer Dahl, Nazia Hiscock, Angela Woods
3. Approval of Minutes from October: Sara move, all in favour (via chat box or verbal)
Follow-up Re: Positions in Bylaws (Jennifer Dahl) - Aruna can hold the position of Secretary because any member is eligible to be elected. Members of the community are welcome, we just have to have a majority of members who are parents/caregivers of the school.
4. Principal's Message: (Mark Dolmont)
 - a. Halloween Parade - was shared in-school only because of FOIPP issues
 - b. Remembrance Day Service - some parents joined in, kids got a lot out of it, connection to families was nice
 - c. We are aware of the W.G. Hill incident with offensive material shared by a member of the public during school-wide zoom. We need to be cautious because it could happen to us. There may be restrictions in the future.
 - d. Angel Tree - staff and parents can choose a name and buy gifts, bring to school to quarantine, still openings - contact Stephanie Pittman in the office
 - e. Staples Art Cards - parents can purchase to use for holiday cards (a lot but not all classes have participated)
 - f. PTI - all online, feedback was positive, times were followed closely, didn't have to leave the house - positive!
 - g. Report Cards - Thank you for the little gifts for the teachers. Very well received! (Thanks to Janet, Aruna, and Jennifer!) Cards will go home on Friday
 - h. Feel-good story - student who needed hair help was taken in by Chatters and it was a huge effort by a local business to help her. Spread the word that Chatters has gone above and beyond, so we can return the support!
 - i. Provincial Gov. has announced elementary students will move to online schooling December 18, with an extended break (until January 11) - details not all clear at this point. Will be updated as we know more.
 - j. Angela Woods - every year, a student is nominated for the honouring spirit award, George Metacat-Yah from our school was recognized for the North Zone

for preserving culture and sharing traditions with school community. Logan Fitzpatrick was an honorable mention as well.

- k. Food Bank fundraiser: Nazia, Elizabeth, Angela - spirit week: chose 4 days ov 30-Dec. 3: watch for updates related to the holiday season (wear plaid, etc.) Will be asked to bring in food bank donations each day. Will be prize for the class with most donations
 - l. The Christmas Video is happening (will do our best to share it with parents, every class).
5. Parking Lot (Mark Dolmont) - being out on a daily basis, Mark has noticed that in morning and after school, when parents park in the front (along Franklin), there is a major issue when kids run from the school towards the cars, across the driving lanes. It is an accident waiting to happen.

Also: parents who park along Franklin, facing Franklin, will often walk behind the cars instead of on the sidewalks.

Proposal: a combination of changes to create safer parking lot and pedestrian traffic:

First : when first pull into parking lot, (L-shaped space) - only for people who have to park to get kids out of the car - 5 min parking. Then kids would cross traffic only once, or could even walk along the fence and enter the school field by the playgrounds.

Second change: in the long large parking lot (chainlink parking), the side along the playground (20-30 parking spots) would be for parents only. This is an advantage because there's a gate in the fence where kids can walk directly onto the field. For plug-in purposes, the left side of the chainlink parking lot would need to be reserved for staff, right only for parents for safety purposes.

Kiss and Drop would stay the same.

Third proposed change: Front area (along Franklin) is problematic because people reverse and block traffic flow. Mark proposes that section for staff parking because they won't be leaving at 3:30. He would keep a few spots for KG drop-off near the front door.

These are suggestions. However, safety is our first concern. If it takes more time but our kids are safe, it is worth it.

Sara - needs to be managed by school district "enterprise risk management" to prevent making it personally motivated: need to identify priorities, problems and objectives (PPO) before going to the work of an awareness campaign

Janet - agreed, pointed out the narrow lanes and the exit by the busses by the Jersey barrier is restricted and line of sight is poor

Jennifer - was unaware of the issue until Mark pointed it out during drop off last week. We can at least get the message out to use ONLY sidewalks for walking - not the driving lanes/ parking lot. It would be good to run it by division's risk management

6. Parent Feedback: (all) - omitted due to emergency meeting for admin regarding today's AB Gov announcement of changes in the school schedule and format.
7. Networks Meeting:
 - a. Joint Networks Committee - Monday, February 8, 2021 6:00
 - b. Networks Committee Only - Mon. March 15th 6:00 p.m.
8. Confirm Next Meeting:
 - a. Tuesday 7:00pm January 26th (tentative).
9. Adjourned 7:35

Minutes
Dr. Clark Fundraising Committee Meeting
Tuesday, November 24th, 2020
7:35 p.m. Zoom meeting

2020-21 Executive

President - Jennifer Dahl

Vice President - Karyn Hobbs

Treasurer - Sara Stevens

Secretary - Aruna Baker

Casino Coordinator - Jennifer Dahl

Fundraising Coordinator - open

Sign-Up Genius Coordinator - open

1. Call to Order: 7:35 - Karyn, Sara, Janet, Jennifer (Dr. Clark Admin needed to leave for an emergency division meeting re: Covid).
2. Approve Previous Minutes: October: Karyn proposed, all in favour
Follow-up on position of Casino Coordinator (Jennifer Dahl) - President is elected, Casino Coordinator is appointed, so Jennifer is able to hold both positions, according to AGLC.
3. Financial Report (Sara Stevens)
 - a. Bank Balance: will be updated by Dec. 1st by Sara
 - b. Cash on Hand:
 - c. (Jennifer Dahl) Budget Guidelines:
 - \$13,663 for 2019/20
 - \$13,663 for 2020/21
 - \$6,800 rainy day fundWould we like to designate the funds per classroom for 2020-21? **Sara suggested we adopt a “equal opportunity” philosophy rather than an “equal distribution” philosophy. All in favour.**

The following is required in the minutes for bank purposes:

Jennifer informed we will change the address in the bank system to 8453 Franklin Ave, (not Manning Ave - error when account was set up)

Sara was added as signing authority at ATB. Tanya Ryan will be removed as signing authority.

Bank account names need to change: “Dr. Clark Parent Council” will change to “Dr. Clark Fundraising Committee General”

Sara Viveiros (Stevens) is designated as online administrator of the bank accounts, since Tanya has stepped down.

4. Fundraising:
 - a. Holiday Gift Shop Online Debrief (Karyn Hobbs):
 - i. Long standing tradition, was online this year, Oct. 21st-Nov. 9th. We had 25 families who made 31 orders. All have gone home. One family was missing one small item and Karyn will follow up because it was pre-packaged by Fun Services in Vancouver. Raised \$106 from it
 - ii. Funds raised will be sent by Fun Services, probably as a cheque. Karyn will follow up.
 - b. Casino Webinars: www.aglc.ca
5. Events:
 - a. Staff Appreciation Debrief (Jennifer, Janet, Aruna)
 - b. Casino Webinars: www.aglc.ca December 8&9 online
6. Fundraising Goals:
 - a. School Requests - Ms. Nazia Hiscock \$TBA - **Will need final amount for approval (via email, since next meeting is January).**
 - b. School Requests - Ms. Sandy Houston \$275 plus tax for two Grade 4 classes and one JS class for virtual tour of Royal Tyrrell Museum: **Jennifer moved to accept, all in favour**
7. Other:
 - a. Code of Conduct and Membership Forms - online process
 - b. Bylaws can be found at www.fmpsd.ab.ca/drclark "Parent Resources"

Adjourned 8:00 p.m.