

Draft Agenda  
**Dr Clark School Council Meeting**

7:00 p.m. Google Meet

Monday, March 20, 2023

*The purpose of School Councils is to have communication and input on the school vision, policies, education plan, and budget. Any member of the community who has an interest in the school may be a member. (see <https://www.alberta.ca/school-councils.aspx> )*

1. Google Meeting Protocols:
  - a. Child Name, Grade, Teacher, verified by admin (Rob Skulsky)
  - b. Will use Google Meet to allow admin to verify participants
  - c. Will continue to meet online to avoid travel.

2022-23 Executive

Chair - Jennifer Dahl

Co-Chair - open

Secretary - Aruna Baker

Members-At-Large: Amber McIntosh-Wilson, Sara Stevens, Rodhiya, Hilary Banks, Kailee Ingram

1. Call to Order: Meeting started at 7:00 with a reminder from Jen about the purpose of school council
2. Rob will vet the people asking to join the meeting
3. Introductions: Shelly Laboucane, Amber McIntosh Wilson, Rob Skulsky, Abbi Easton, Bobbi Compton, Jennifer Dahl.
4. Approval of Minutes from last meeting:
  - a. January  
[https://docs.google.com/document/d/1XA-j6MdMwoMLrsmdcH019\\_WsH0-kAnxeim7ji5PR0PE/edit?usp=sharing](https://docs.google.com/document/d/1XA-j6MdMwoMLrsmdcH019_WsH0-kAnxeim7ji5PR0PE/edit?usp=sharing)  
Amber moves to adopt the minutes and Shelley seconded
5. Administration's Message: (Bobbi Compton):
  - a. Admin Report
    - i. Enrolment continues to hover around 620
    - ii. Goals for next year are being worked on: Literacy, Numeracy and Diversity
    - iii. March 27, a new Kindergarten (morning) and ECDP (afternoon) class will start. This is to balance student numbers and needs
    - iv. Boys came in second at the weekend basketball concert
    - v. Students recently participated in land based learning (grade 4), tubing (grade 3)
    - vi. Dr. Clark received the Mandla book donation on Sunday. The books are focused on diversity. Books are about inclusion and diversity. The

message is, "It's a great day to do great things!" Shelley shared they also have programs for babies (kits). Abbi added that they loan chromebooks out in the community.

6. Parent Feedback: (all)
  - a. Amber said it's wonderful to come to school and have her child look forward to coming to school
  - b. Question about funding for magnets for next year: Is the School Council grant being continued next year, 23-24? Administration will follow-up.
7. Networks Meeting:
  - a. Tuesday, Feb. 7th 6:30 pm - the board asked for feedback on the school calendar for 2023-24.
    - i. Some feedback was that PLFs are useful but more so that teachers have opportunities to work and focus on things
    - ii. As a parent, the five day week is hard on kids. Students who travel, play sports, etc find PLFs useful. Otherwise, attendance is low on Friday and/or Monday - this impacts student learning
    - iii. Time after the holidays is nice. Having the break start right before Christmas and having the week after the holiday is preferred
  - b. March 7 Joint Networks - Jennifer was unable to attend. Abbi shared that the upcoming election was a topic of discussion. Parents may want to consider researching the curriculum, and PAT/ Diploma test plans, the funding model as they research platforms, talk to candidates, and decide who to vote for.
  - c. Budget - The budget process was detailed including timelines and planning ahead. The budget is constantly revised (three times a year) and a proactive approach is taken.

Rob shared that Allan Kalal shared the budget process of the division, that it is constantly revised 3 times a year with AB Education.
  - d. Superintendent Annalee Nutter has created a series of videos to inform parents about division processes. The [first video is on the Education Plan](#), with other videos about the [Annual Education Results Report](#), [Budget 101](#), [Funding Allocation to Schools](#), and [Calendar](#). These are very informative and worth checking out.
  - e. Next meeting is the Networks Committee on April 4th 6:30 p.m. for parent reps only (Jen remind Shelley and Amber).
8. Confirm Next Meeting: April 24, May 29
9. Meeting adjourned at 7:19

Agenda  
**Dr. Clark Fundraising Committee Meeting**  
Monday March 20, 2023  
7:30 p.m. Google Meet

2021-22 Executive

President - Jennifer Dahl

Vice President - open

Treasurer - Sara Stevens

Secretary - Aruna Baker

Casino Coordinator - Jennifer Dahl and Amber McIntosh-Wilson

Fundraising Coordinator - Hilary Banks and Amber McIntosh-Wilson

Sign-Up Genius Coordinator - open

1. Call to Order 7:20
2. Approve Previous Minutes: previously approved
3. Financial Report (Treasurer)
  - a. Bank Balance:
    - i. Casino: \$27,783.44
    - ii. General: \$5,375.23
  - b. Cash on Hand:
    - i. Casino: \$9,293.78
    - ii. General: \$5,360.83
  - c. Positions to be filled before June: Vice Chair, Sign-Up Genius Coordinator, Treasurer. We need to find a treasurer for this group. Abbi will add it to the April newsletter. Amber offered to help until a new treasurer is found, but does not want the position officially. A second signature is needed. Amber and Jennifer will discuss. All please spread the word!
  - d. AGLC Financial Report: AGLC reports have been submitted. AGLC replied on March 6 with two items to fix:
    - i. The movie field trip is not covered. They were able to reallocate funds this time, but we need to ask permission ahead of time for anything not previously approved. Moving forward, movies cannot be purchased using casino funds. The only previously approved activities are technology and Alien In-Line. Jennifer will call AGLC to find out how the casino money can be spent.
    - ii. We also need to write a cheque for \$14.40 from General account to Casino to recover concession funds from our 2022 Casino. Sara and Jennifer are taking care of this. DONE.
  - e. Chromebook cart has arrived that was funded by DC fundraising. Great news! Jennifer will follow-up with Stephanie for the invoice.

4. Fundraising:

- a. Indigo Love of Reading Grant - Amber and Hilary - waiting for response from Indigo.
- b. Growing Smiles Flowers: delivery May 26, order until May 12 at NOON. Hilary and Amber worked on the website for ordering as well as a poster for publishing, social media, etc. The website is now open for orders. Delivery date of May 26. Will use the MPR 9am - ? Shelly, Dallas, Amber and other volunteers will facilitate the process.

Order online: <https://drclarkpublicschoolfundraising.growingsmilesfundraising.com/home>

Poster: (view-only link)

[https://www.canva.com/design/DAE72fNQjNc/7HTRRi9w\\_aunnJBV09UOLg/view?utm\\_content=DAE72fNQjNc&utm\\_campaign=designshare&utm\\_medium=link&utm\\_source=publishsharelink](https://www.canva.com/design/DAE72fNQjNc/7HTRRi9w_aunnJBV09UOLg/view?utm_content=DAE72fNQjNc&utm_campaign=designshare&utm_medium=link&utm_source=publishsharelink)

c. **Papa John's Fundraiser:** Rob

This years dates: May 11th, June 22nd

Go forwards: Who do checks get made out to for society:

**Dr. Clark Fundraising Committee**

Next Year: Choosing next years dates, once a month ideally consistent, a Wednesday or Thursday.

**3rd Wednesday of the month (if possible).**

Parent letters will be coming from Papa Johns

- d. Next Casino Date: June 30 and July 1, 2023. Official Application Due.
  - i. Sign-Up Genius has been created:<https://www.signupgenius.com/go/10c0c48adae2aa7fb6-casino#/>
  - ii. Open for volunteers after growing smiles closes on May 12th.
  - iii. Jennifer will file the official application by March 31 (more than recommended 60 days prior)
  - iv. Will need to spread the word through teachers, media, email, so parents and community members can sign up - volunteer to promote?
- e. M&M Fundraiser: \$55 cheque received. Next date - Jennifer has emailed to ask about our proceeds and to book another date. Followed up with email on April 15th. Waiting for response.

5. Events:

- a. Holiday Gift Shop 2023 - Fun Services has emailed the form to book - Shelley will volunteer!
- b. Casino Webinars are very informative and can be accessed any time:  
[www.aglc.ca](http://www.aglc.ca)

6. Fundraising Goals:

- a. Music Carpet Photo: Thank you! It makes a difference in the music room.



- b. Funding Strategy and Budget: Jennifer will draft wording for the next meeting.
- c. School Requests - Parent Skating night for Inline Skating \$300 - unanimously approved.
- d. New Google Form for teacher requests - being drafted. Jennifer and Hilary will modify the forms for use and review with admin then share with committee.
- e. Staff Appreciation: Bobbi will confer with staff whether happy mail or lunch is preferred.
- f. Using casino money - \$9,000. What could the school use?
  - i. End of year grads/celebrations
  - ii. Subscriptions? Pear Deck, Gimkit, etc.
  - iii. Busing, tubing, skiing,
  - iv. Manipulatives (math),
  - v. Science resources (consumables: Baking soda, vinegar, flight kits, batteries)
  - vi. "Flexible seating" furniture
  - vii. Bussing to movies?
  - viii. Tubing/ Skiing
- g. Jennifer will ask AGLC regarding eligibility and report back.

7. Other:

- a. Code of Conduct and Membership Forms - please fill out the form for 2022-23 if you haven't already:  
[https://docs.google.com/forms/d/1kWpCFi9LzWTNygnglehNJ8dcZFR7EK78BeZyQ1cZYhc/viewform?edit\\_requested=true](https://docs.google.com/forms/d/1kWpCFi9LzWTNygnglehNJ8dcZFR7EK78BeZyQ1cZYhc/viewform?edit_requested=true)
  - b. Bylaws can be found at  
<https://drclark.fmpsdschools.ca/parents/school-council-fundraising-committees>
8. Next Meeting: April 24
9. Meeting adjourned at 7:58pm