

**Minutes**  
**Dr Clark School Council Meeting**

6:00 p.m. Google Meet and In-Person

Monday, January 22, 2024

*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

**2023-24 Executive**

Co-Chair -Kailee Ingram

Co-Chair - Hilary Banks,

Secretary -Aruna Baker

Members-At-Large: Shelly LaBoucane, Sarah Pocock, Kailee Ingram,

Past President - Jennifer Dahl, Abbi Easton, Annalee Nutter, Bobbi Compton, Janice Brosas,

Leona Flor Carauila, Mellanie Fraser, Robert Skulsky, Tracy, Christine Jane Garcia, Capuz Tv,

Dawn Monk, Karissa Javier

1. Call to Order Time - 1805 hrs
2. Introductions -
3. Message from Superintendent Annalee Nutter (15 minutes) - 1810 hrs. RCMP willing to come in and speak to kids (Cyber bully, internet safety, gaming, etc.) Trustees need to be invited to meetings. Mental Health SOGI.. Send questions via school council chair and /or principl, FMPSD best practices for inclusion, content being brought are in legislation. Safe and caring environment is mandated. Policy 19 and 20 goal to allow everyone to be respected. Inclusion of everyone. GSA's if students request a GAS the teacher will determine someone to lead the GSA. Pronoun use, teachers must follow the child request to be referred to as a certain pronoun. SOGI is not being taught in class, but do need to reduce discrimination and suicide. SOGI is not used in the school curriculum. Grades 4-6 there is curriculum for educating hormones, menstruation, and puberty. PRISM resouce is ATA approved. Do not followed as curriculum. Send question via Chair - Dr.ClarkFCSC@gmail.com
4. Approval of Minutes from last meeting: Approved.
  - a. [November Meeting Minutes](#) - review and vote for approval
5. Administration Team Report: (Bobbi Compton, Abbi Easton, and Rob Skulsky); 644 Students. Influx of students with student visas. 40 students transferred out and 64 entered Dr Clark. Need 2 more classrooms for next year. New posting for a full-time additional literacy support > 2.5 literary supports in the Dr.Clark. Observation, there is

growth in numeracy and literacy. Bring students to the Division Office to highlight inclusion.

6. Parent Feedback: (all) no questions.
7. Division Support: [Shared folder and message from Traci Towe](#); 1840 hrs
8. School Board Networks Meeting: 1840 hrs
  - a. Joint Networks Committee (administrators and parents) - next Tuesday, March 12, 2024
  - b. March 12, 2024
  - c. Networks Committee (parents only) - Tuesday, January 16, 2024
9. Parking Advocacy: 1840 hrs
  - a. Draft letter to parents to encourage to report issues to division office - volunteer? Input name, could not hear.
  - b. Committee Formed to address long-term solutions
10. Confirm Next Meeting: 1847 hrs
  - a. March 18, 2024 at 6:00 p.m.
11. End Time: 1848 hrs

Minutes  
**Dr. Clark Fundraising Committee Meeting**  
**Regular Meeting of the Board**

**2023-24 Executive**

President - Hilary Banks

Vice President - Kailee Ingram

Treasurer - Megan Hamilton

Secretary - Aruna Baker

Casino Coordinator - Megan Hamilton

Fundraising Coordinator - open

Sign-Up Genius Coordinator - Lindsay Van Leeuwen

Advertising Rep - Hilary Banks, Kymani Baker, Kayden Baker

Past President - Jennifer Dahl

1. Call to Order Time: 1850 hrs
2. Approve Previous Minutes:
3. Financial Report - Treasurer to update
  - a. Bank Balance:
    - i. Casino:\$49,893.44
    - ii. General:\$4,038.62
  - b. Available Funds:
    - i. Casino:\$34,393.44
    - ii. General:\$2,784.13
4. Fundraising: 1851 hrs
  - a. Casino Webinars: <https://gain.aglc.ca/webinars> these are useful to learn how gaming (casino and raffle) funds are used and how we report them.
  - b. Slotting Letter received from Alberta Liquor and Gaming Commission for next casino: **Oct/ Nov/Dec 2024.**
  - c. Papa John's Schedule this year - discussed last meeting, for information only.
    - i. Jan 10 - \$76.95 raised
    - ii. Feb 7 - Next Pizza Date
    - iii. Mar 13
    - iv. Apr 10
    - v. May 8
    - vi. June 12
  - d. M&M Food Market: Who can take this on from Jennifer? TBD

- i. Contact is Darren, the store manager. Owners are Will and Paulina Clarke  
info: store284@mmfoodmarket.com

5. Events: 1853 hrs

a. Wreath/ Winter Plant Sales

- i. Thank you to Amber McIntosh-Wilson, Hilary Banks, and Shelly Laboucane for organizing this! \$132.41 was raised.

b. Holiday Gift Shop: December 12-14: 1854 hrs

- i. Big thanks to everyone to volunteered: Shelly Laboucane and Denise Morash for assembling the flyers, Hilary and Gr. 6 teachers Mrs. Power and Ms. Ndeti for organizing student volunteers, and for parents who helped during shop: Shelly Laboucane and Megan Hamilton who supervised, and inventory, gift wrappers and merchandise supervisors Megan Symes, Cheylene Deep, Sarah Pocock, Melanie McNeil, Maureen Dreher, Joel Muyco, Lindsay van Leeuwen, Danica Beckwith, Loida Uxul, Fatme Nasser, Rachelle Burchelle/Neuman, Sarah Dowden, Kristan Leonard, Jennifer From, Megan Rumboldt, Yinka Ossi, Sarah Janvier, and Jessica White!
- ii. Gift shop raised \$821 which was deposited to the General account.
- iii. Review and suggestions for next time: Setup was great. Went smooth. Extra student was good as they helped. Positive feedback from staff. One Feedback... recommend not pre-book ECDP. 1 Extra Day to accommodate more opportunity for number of students. 30 mins slots form ECDP is too short. Combine age groups. **Request the multi-purpose room for next gift shop. :)**

c. Holiday Concert Raffles 1900 hrs

- i. Big thanks to Stephanie Pittman (and her mom) for the beautiful quilt, to Mrs. Blais and Mr. Skulsky for helping to set up the signs and table on the day of the concert! Also thanks to community members Janet Huffman for helping at the ECDP-2 concert, and to Gail Bibeau for helping at the Gr. 3-6 concert!
- ii. Quilt Raffle raised \$645 which was deposited to the Casino account. Must be spent on music program and in line with AGLC regulations. Natasha Eastman (Jaxon Downey's mom) was the lucky winner! Thanks to Hilary, Kailee, and Mrs. Blais for doing the draw!
- iii. Couch donations raised \$575.65 (confirm with Megan). This was deposited to general account and does not have to follow AGLC regulations.
- iv. Next Year: recommendations:

6. Fundraising Goals:

- a. Budgeting Process: Wishlist [Results summarized here](#). Voting - Chromebook passed/ Electric Keyboard, Passed/ Panels - need more details. Butterflies- if covered by AGLC = Passed, if not can it be supported from General account. STEM bin Items- Passed/ STEM Building Kits- Pass/ Chair Pouches- Approved in theory/ Light Table - Check if sale is still on and if 2 are still needed - No opposed. / Stand for Sensory Tray - Pass/ Skills/VIP Class - Pass/ Science Experiment Kit- Pass/ Science Googles -Pass/ Cozy Cubes- Approved up to 400\$ follow-up / Dramatic Play - Passed / Ukuleles - confirm if it is covered by grant. Pass.

7. Other:

- a. Special Resolution (Jennifer) - Currently, our bylaws restrict any staff member from voting, however, we have Hilary and Kailee acting in the roles of President and Vice President. We can change our bylaws with a special resolution, as outlined by Alberta Registries in the Societies Act at this link [https://servicealberta.ca/pdf/Forms/Special\\_Resolution\\_Examples\\_%289%29.pdf](https://servicealberta.ca/pdf/Forms/Special_Resolution_Examples_%289%29.pdf)

"SPECIAL RESOLUTION I hereby propose that the following special resolution be presented for vote at a meeting of the members of Dr. Clark Fundraising Committee on March 18, 2024.

I propose to amend By-law 2B to read: "As Associate Members, the Principal and all other staff members shall serve as resource people and in an advisory capacity, however they will not have voting rights at any General Meeting of the Membership or Meeting of the Board **with the exception of staff who are also parent/guardian of children currently attending the school.**"

Process would be as follows:

1. Notice of Special Resolution emailed to members.
2. The Notice needs to be given 21 days before the meeting.
3. At the meeting, the resolution would need to pass with 75% majority vote of members in attendance.
4. The amendment would be effective the date it is filed with Alberta Societies Registry.

Do our members agree to propose the special resolution as a group? Yes, all in favor.

- b. Code of Conduct and Membership Forms - online process, please fill out for this new school year.

[https://docs.google.com/forms/d/1kWpCFi9LzWTNygnglehNJ8dcZFR7EK78BeZyQ1cZYhc/viewform?edit\\_requested=true](https://docs.google.com/forms/d/1kWpCFi9LzWTNygnglehNJ8dcZFR7EK78BeZyQ1cZYhc/viewform?edit_requested=true)

- c. Bylaws can be found at [www.fmpsd.ab.ca/drclark](http://www.fmpsd.ab.ca/drclark) "Parent Resources"
8. Thank you to everyone who attended! Please stay in touch with any questions you may have.
9. Next meeting: March 18, 2024 at 6:00 p.m.
10. Adjourned: 1928 hrs