

Agenda/ Minutes
Dr Clark School Council Meeting
6:00 p.m. Google Meet
meet.google.com/grg-wudv-bqi
Monday, April 7, 2025

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
- b. Will use Google Meet to allow admin to verify participants

2024-25 Executive

Chair - Hilary Banks

Co-Chair - Kailee Ingram

Past Chair - Jennifer Dahl

Secretary - Aruna Baker

Members-At-Large: Shelly Laboucane, Megan MacEachern

1. Call to Order Time: 6:01pm

2. Introductions -

- In person: Hilary Banks, Kailee Ingram, Robin Wemyss, Megan MacEachern, Bobbi Compton, Abbi Easton, Robert Skulsky, Aruna Baker
- Online:

3. Approval of Minutes from the last meeting:

- Feb 18, 2025 - [Agenda/Minutes Dr Clark SC and FC Feb 18, 2024](#)
 - Approved by Megan

4. Administration Team Message:

- Enrollment remains in the 650s
- Welcomed our CUPE staff back as of the last meeting.
- Working on our Ed. Plan
- Focussing on budget and ordering to ensure it makes it on this year's school budget and does not arrive in the summer months.
- Mrs. Pittman, our head secretary, has accepted a position at division office, and there is a posting for a new head secretary.
- Working with an engineering company to redesign the front office to increase security at the front of our building.

- Basketball season ended with a tournament for the boys and girls, and the badminton season started with a tournament.
- Demographic forms are starting to come in, which allows us to begin looking at staffing,
- Nate Reich, Para-Olympic medalist, is coming to school. Will visit each class.
- <https://paralympic.ca/news/running-champion-nate-rieck-has-no-plans-slowing-down/>

5. Parent Feedback: (all)

- Happy with what is going on in school.

6. Networks Meeting:

- Networks Committee - April 8, 2025
 - The Joint Networks meetings will be suspended for the remainder of the year..
 - There will be a Networks meeting on April 8th and May 6th as scheduled.
 - Information to discuss: updated School Council Resource Guide, printed

7. Confirm Next Meeting:

- Monday, April 28th, at 6pm

8. Additions:



9. End Time: :6:12 pm

Agenda/ Minutes
Dr. Clark Fundraising Committee Meeting
6:00 p.m. Google Meet
meet.google.com/grg-wudv-bqi
Monday, April 7, 2025

2024-25 Executive

President - Kailee Ingram

Vice President - Hilary Banks

Past President - Jennifer Dahl

Treasurer - Megan Hamilton

Secretary - Aruna Baker

Casino Coordinator - _____ & _____

Fundraising Coordinator - Hilary Banks and _____

Sign-Up Genius Coordinator - _____

1. **Call to Order Time:** 6:12 pm
2. **Approve Previous Minutes:** February 2025
3. **Financial Report**
 - Bank Balance:
 - Casino:\$57,871.31, got casino funding today new bal. _____
 - General:\$3,811.08
 - Cash on Hand:
 - Casino: \$44,585.77
 - General:\$3,811.08
 - Alien Inline deposit paid. Action(Bobbi):Send contact to Megan, 10 days of inline skating/ Action (Staff) Book time in April 2025. Cost has increased, budget for 9000\$ this 2025 year.
4. **Fundraising Goals:**
 - Budget our current casino over 18? Months? Doing it ¼'ly for 18 months.. Keep same template, set a limit, once that limit is reached, lock the budget. **Action: Put the wishlist form out to the teachers tomorrow with a due date for Apr 25th.**
 - Bobbi was checking on if we needed more chromebooks or not? 1 more will support the Grade 1. Some Chromebooks are coming to life. Budget an additional 2000 \$ than 2024. Division will support, cart and licensing.
 - Was the laminator paid?
 - Have a quilt raffle during our Welcome Back BBQ? We have 1 more quilt from Mrs Pittman. Use it for the Welcome back BBQ. Do 50/50? Let parents know in advance.

- Get the raffle license in June for September? June.
- AGLC is looking to change some of the rules on what can be spent.

5. Fundraising:

- Papa John's Schedule this year (Rob Skulsky) USE CODE "DC15"
 - March 13
 - April 10, Thursday
 - May 8
 - June 12
 - Papa John brings in approx- 85 dollars. Total 500\$ to help put towards items.
 - Promotional videos done by Grade 6.
 - Jacqui's would like to join the fundraising schedule. The hot lunch option should be considered.

6. Events:

- Casino dates received: Jan/ Feb/ March of 2026, start this early!! Only 1 month. Talk about it at the Welcome back BBQ. Get multiple backups. Need 18 ppl. Need to follow up with parents who signed up via an email or phone call about the shift at the casino. Can do a slideshow of what the Casion funds do.
- Do welcome back in October.
- Cook all burgers next year. Spare burgers can be used next day as burger day.
- Fun run around baseball time? Done during class hours. End of school year, later in June, with the neighbouring school. There is a specific route. Can you do BBQ? Talk more about in the Apr 28th meeting.
- Suggestion: Get the Trappers baseball team/ Good Shepherd. More schools = more logistics. Last year, adaptive baseball was done, and I had a good experience. 2000\$ secondary budget for baseball is available. The senior academy is typically 15 kids.
- Jump Rope for Heart: repay the school? Done. All gear is here already.
- Teacher form ready to send out tomorrow for 'wish list' items, due back Friday, April 25th in time to go over on April 28th meeting

7. Other Fundraising Ideas

- One more fundraiser before the end of the year?
- Gift wrapping,
- Eid desserts?
- Movie Night? - Preference is May 2025. Supervisor? Request volunteer staff first. Put out a message to request staff volunteers first. Thursday before PLF. 1 night. No ticket no attendance. Pick a date and share. Do tickets on the parent portal? May 1 th or June 5th. The preference is June 5th. Choose the movie beforehand. No more than 200 ppl for movie night. Action: Speak with Tech to fix the gym speakers. Add topic to Apr 28th meeting. June 5th date. Request staff to

volunteer time. Thursday before PLF might get low attendance b/c parents leave town then / 2 nights can get 2 groups (younger and older)/ Ask parents to volunteer as well. / Consider ratio or ATA : Person.

2 nights need to consider the logistics of volunteers. 2 nights can be done months apart.

- Request to bring 2\$ from each family.
- Video Dance.
- Hot dog/Popcorn
- M& M Meats/ Five Guys, Ceadrs provide % back from sales.
- Market Sale - Possibly the same weekend as OLR (\$50-\$60 for 1 table \$90-\$100 for 2 tables), can use Google Form with the Square payment link for them to pay

8. Other: Whole school form is available—no field trips on that, only fundraising.

- Hilary and Kailee finding it tough being the Chair and Co-chair while also teachers at the school, spread the word that we are looking for replacements. Can support in other roles but being 'in charge' is a lot while also in the school
- How can we grow our parent council??
 - Make sure teachers send it out regularly
 - Mini info campaign
 - Add a FAQ about the Parent Council/Fundraising Committee to regularly get posted on the Facebook page
 - Be clear about what fundraised money is going too
- Code of Conduct and Membership Forms - online process, please fill out for this new year.
https://docs.google.com/forms/d/1kWpCFi9LzWTNygnglehNJ8dcZFR7EK78BeZyQ1cZYhc/viewform?edit_requested=true
- Bylaws can be found at www.fmpsdb.ca/drclark "Parent Resources"

9. Thank you to everyone who attended!

10. Next meeting: Monday, April 28th, at 6pm

11. Adjourned: Time: 7:10 pm