



**Annual General Meeting Minutes
École Parc Élémentaire
School Council and Fundraising Society
Library
September 13, 2023**

Attendance:

Jennifer Dechaine - School Council and Fundraising Society Chair
Amanda Shand - School Council and Fundraising Society Vice- Chair
Amy Archibald - School Council and Fundraising Society Secretary
Jasmyne Garbe - Fundraising Society Treasurer
Tandy Atchison- École Parc Élémentaire Principle
Jade Jordan - École Parc Élémentaire Vice Principle
Marie West
Melanie Redfern
Danielle Rusk
Rebecca Milbern
Michelle Poitras
Lisa Grieve

Welcome: Jennifer Dechaine

Land Acknowledgement: Tandy Atchinson

Introductions: Jennifer Dechain and self introductions of the group.

Approval of Agenda: Approved by: Danielle Rusk, Second by Jasmyne Garbe

Approval of September AGM Minutes: Approved by Jasmyne Garbe, Second by Amanda Shand.

Annual report from 2022-2023 - Jennifer Dechaine

School Council accomplishment:

- Creation of the “zen den” for the staff.
- Amending our bylaws to be in compliance with ASCA.
- Co-hosting the meet the teacher night with BBQ and school dance.
- Developed volunteer initiative.
- Participated in an annual assurance review.
- Supported literacy and numeracy needs for different grades by purchasing needed materials.
- Applied for School Council engagement grant which was received and used for production of school contact postcards and presentation for volunteer recruitment.
- Continued participation in the City of Fort Sask school composting program.
- Participated in division annual feedback surveys.
- Participated in French Immersion review.
- Attended ASCA conference.
- Updated communications protocols.



Annual General Meeting Minutes
École Parc Élémentaire
School Council and Fundraising Society
Library
September 13, 2023

- Began initiative for playground expansion which will be ongoing for the next 3 years.

Fundraising initiatives

- Updated bylaws to align with Alberta Gaming.
- Maintained hot lunch program.
- Completed fundraisers throughout the year including; Spirit wear, Panago coupons, True Earth, Cobs, Farms to school
- Supported a student led fundraiser for DRIFCAN.
- Maintain web page and school council media pages.
- Coordinated teacher appreciation lunches and gifts throughout the year.
- Received Tree Canada Grant to update our school yard.
- Received donations for emergency lunch food for students in need.
- Received donation for mulch for the greenspace.

Financial statement: Jasmyne Garbe

- Attached at the end of the document
- Next Casino is scheduled for Summer/ Fall of 2024
- Two volunteers for auditing 2023-2024
 - Marie West

Principles Report - Tandy Atchinson

New School Education Goals:

- Literacy
- Numeracy
- Social and Emotional learning and support

New and Continuing initiatives in the School:

- The New program in the school is the Kindergarten Transitions. Hybrid between PALS and kindergarten.
- Meet the teacher movie night, and Terry Fox on Friday September 22, 2023
- Orange Shirt Day on Friday September 29, 2023
- First Week of October is read in week
- New volunteer sign in online with QR code
- October 5 is National Teacher Appreciation Day

How can School Council support the school:

- New Staff Appreciation Activity to recognize staff members and their accomplishments.
- Teacher appreciation day in October



**Annual General Meeting Minutes
École Parc Élémentaire
School Council and Fundraising Society
Library
September 13, 2023**

- Help with the cost of bringing in Cultural events for the school
- Literacy and numeracy resources as needed.
- Financially support the Movie night coming up next week.
- Teacher stipend (\$150/class historically) has been very helpful and would like to continue this year.
- Opportunity to financially support the Div 1 students for a movie day in Sherwood park.

Review mandates of School Council and Fundraising Society: Jennifer Dechaine

Our initiative is to support the School
Fundraising society is the arm that supports the School Council financial needs.

Overview of Executive Roles: -Amanda Shand

Members at large explanation - Jennifer Dechaine

School Council Executive Voting:

Chair:

- Outgoing: Jennifer Dechain
- Elected in : Amanda Shand

Vice Chair

- Outgoing: Amanda Shand
- Elected in: Rebecca Milburn

Secretary

- Outgoing: Amy Archibald
- Elected in: Danielle Rusk

Treasurer

- Treasurer - Incumbent - Jasmyne Garbe

Member at Large:

Casino Coordinator - Melanie Redfern

Hot lunch Coordinator - Michelle Poitras

Green Space Coordinator - Jennifer Dechaine

Playground Expansion Chair - Danielle Rusk



**Annual General Meeting Minutes
École Parc Élémentaire
School Council and Fundraising Society
Library
September 13, 2023**

Future meeting Date: Second Wednesday of the month at 7pm

Wednesday October 11, 2023

Executive meeting: September 27, 2023

Fundraising Society Meeting: *October 11, 2023*

Transfer signing authority - set up by Jasmyne Garbe

Adjourn meeting: 8:13pm



**Annual General Meeting Minutes
École Parc Élémentaire
School Council and Fundraising Society
Library
September 13, 2023**

**Ecole Parc Fundraising Society
Statement of Operations
For the year-ended August 31, 2023**

REVENUE

Fundraising	6,372.49
Donations/Grants	6,429.39
Hot lunches	16,825.07
TOTAL REVENUE	<u>29,626.95</u>

EXPENSES

Fundraising	5,201.36
Hot Lunches	11,807.84
Greenspace	3,685.83
Office/Other Expenses	14,285.85
Insurance	619.20
Casino Spending	<u>3,724.13</u>
TOTAL EXPENSES	<u>39,324.21</u>

REVENUE OVER EXPENSES	<u><u>(9,697.26)</u></u>
------------------------------	---------------------------------

General Acct	8,421.79
Casino Funds	1,779.65
Common Shares	<u>303.57</u>
Total	<u>10,505.01</u>

General Bank Account Summary

General Fundraising Funds	4,484.44
Greenspace Project Spending Remaining	3,798.19
Land Based Learning Spending remaining	139.16
Emergency food	<u>646.84</u>
	<u>8,421.79</u>



**Annual General Meeting Minutes
École Parc Élémentaire
School Council and Fundraising Society
Library
September 13, 2023**

Fundraising Summary

	<u>Revenue</u>	<u>Costs</u>	<u>Fundraising profit</u>
Farm to Table	1,287.50	-	1,287.50
Grizzly Gear Fall	2,588.25	(2,010.49)	577.76
Panago pizza coupons	1,878.10	(1,340.00)	538.10
TruEarth	168.64		168.64
COBS	450.00	-	450.00
Hot lunch	16,825.07	(11,807.84)	5,017.23
Henderson Family donations	1,805.00	(1,805.00)	-
Rotary donation	600.00		600.00
Emergency food donation	660.00		660.00
	26,262.56	(16,963.33)	9,299.23

Grant Spending - Remaining funds

Greenspace Project

Opening balance	4,163.16
#243 - mud kitchen	(8.06)
#270 - Jenn Dechaine	(321.44)
#279 -	(35.47)
	-
	3,798.19

Land Based Learning

Opening balance	139.16
	-
	139.16

Emergency food fund (donation)

Opening balance	660.00
	(13.16)
	-
	646.84