

January 13, 2022

## School Council



**Time:** 7:01 pm

**Location:** Meeting held via ZOOM

**In Attendance:** Karen Beck, Kathy Mcnutt, Wendy vanTol, Christine Giguere, Laura Henning, Stephanie Anderson, Nicole Heath, Amy Christianson, Julie Fischer, Bailey Young, Danielle Spencer, Marion Cale

**Additions to Agenda:** New Secretary Required. Marion Cale was designated as the new secretary by acclamation.

**Approval of Minutes:** Christine motioned that the minutes from the November 18, 2021 School Council meeting be approved as circulated. Laura seconded. Motion passed.

**Chairperson's Report:** Changes to the School Council bylaws were discussed, with the intention to incorporate changes at the next AGM in October. Proposed changes included: 1) Each year the executive will determine the day and time for the meetings for that school year, 2) The AGM shall be held during the regular October meeting at the beginning of that meeting, 3) Change wording to separate Friends of Lochearn Fundraising Society from School Council.

**Trustee's Report:** Heidi Hethrington sent her regrets. Danielle shared her report:

- Repsol donated \$10K to WRSD to be used for students to explore the curriculum outdoors.
- Obsidian Energy donated \$10K to WRSD to be used for the school division's Hope and Dignity project. The project helps adolescents in the community with personal hygiene items and gifts at Christmas time.
- Construction continues on the two new schools in Leslieville and Condor.
- The contract for the Power House Campus in Drayton Valley has been awarded but the recipient will not be announced until the contract is finalized.
- The Board was presented with the Technology and Maintenance

Accountability report. They are available and attached to the December board meeting minutes.

- The trustees met with local MLAs Jason Nixon and Mark Smith. Gratitude was expressed for the funding received for capital projects in our school division. Discussion included concern with the draft curriculum, the challenges surrounding vaccine procedures, increasing insurance costs, flexibility with division reserved, and addressing learning gaps as a result of the pandemic.

### Principal's Report:

- [January 7 Parent letter](#) provides information to parents regarding the daily checklist and the importance of staying home when sick. Here is the link to the [COVID Isolation Requirements](#).
- Update School Council ByLaws
- "Learning Loss Grant" from the government for Grade 1
- Each grade will be going swimming. We will charge \$15 per student.
- Freshgrade- Online reporting system
- Grade 5 Ski trip has been cancelled due to the new guidelines from the government
- Dare to Care-Anti Virtual Anti-Bullying Program

### Upcoming Events:

- School Spirit Day January 28- Crazy Hair Day!
- Non Instructional Day January 31
- **Family Literacy Day January 27** - This year's *Family Literacy Day* theme is *Learning in the Great Outdoors*. Spending time in nature provides many benefits, not just for bodies, but for minds too. This year, get outside and exercise both your mind and body together as a family. You can make outdoor time fun family learning time all while enjoying the wonders of Canada's Great Outdoors!  
To learn more about *Family Literacy Day*, visit [FamilyLiteracyDay.ca](http://FamilyLiteracyDay.ca). There are some great free resources for families! Please share!



Report approved by:

Seconded by:

### Past Events:

- Christmas Concert
- Parent-Teacher Interviews November 25

**Adjournment at 7:33 pm**  
**Next Meeting: February 10, 2022**

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## **Friends of Lochearn Elementary**

January 13, 2022

**Time:** 7:33 pm

**Location:** Meeting held via ZOOM

**In Attendance:** Karen Beck, Kathy Mcnutt, Wendy vanTol, Christine Giguere, Laura Henning, Stephanie Anderson, Nicole Heath, Amy Christianson, Julie Fischer, Bailey Young, Danielle Spencer, Marion Cale

### ***Additions to Agenda:***

**Approval of Minutes:** Christine motioned that the minutes from the November 18, 2021 Friends of Lochearn meeting be approved as circulated. Laura seconded. Motion passed.

### **Chairperson's Report:**

Discussion was held around revision of Friends of Lochearn Society Bylaws with the goal of clarifying some of the language in the Bylaws to ensure clear separation between the School Council and Friends of Lochearn. Proposed changes also included: 1) An audit always be completed by an accountant every year, 2) Fiscal year end should be June 30 (to allow for completion of year end report before the AGM in October, Action required: Speak with John Seippert to discuss what is required to change year end), 3) Add that the audit should be shared at the AGM and signed off by the executive, 4) Removal of the Principal from the Society Executive, 5) Chairperson for the School Council should be removed from the Friends of Lochearn Bylaws, 6) Special meeting could not be called by the Principal. It was also suggested that when new executives are voted in that they read their duties as detailed in the Society Bylaws and sign and date a copy to show they have read and understood their role.

Audit is currently being completed by Seippert & Co. Reason for the audit was explained; there was missing financial information for the past five years and the Society was no longer held in good standing. Society registration paperwork is due in June/July upon completion of the audit. Friends of Lochearn and all associated fundraising is on hold until the audit is complete and society paperwork is filed and approved.

Christine motioned that the chairperson's report be approved, seconded by Laura.

**Fundraising/Volunteer Coordinator:** No Update, On Hold pending Audit

**Treasurer:** (see attached report)

- Current Balance (as of Dec. 31/21) : \$11 442. 81
- Activity in December:
  - Deposit: \$500 (Dec. 10/21) - government grant
  - Cheque withdrawal: \$192.50 (Dec. 10/21) - teacher's gifts
  - Cheque withdrawal: \$31.50 (Dec. 16/21) - balance owing to Jostens
- Previously discussed and budgeted items:
  - Teacher Classroom Items: \$1800
  - Winter Playground Items: \$400
- Estimated Balance : \$9 242.81
- No estimate for cost of Audit
- December cheques were written before it was known that accounts had to be frozen
- Discussion was held about created a paper record of monthly treasurer reports and meeting minutes to be kept at the school for future reference.

Julie motioned to accept the Treasurer's report as presented. Stephanie seconded.

**Hot Lunch/Milk Program:** On Hold pending Audit

**Old Business:** N/A

**Wish List:** N/A

**New Business:**

- Since Society can not run any fundraisers like the Kindness Candy Cane Fundraiser held in December, discussion was held around whether the school would do a fundraiser for Valentine's Day (different ideas included cookies or heart messages on pieces of paper). It was decided that these ideas would be placed on hold pending Audit results.
- Discussion was held about the current status of funding applications to local businesses and organizations, can this still be completed under the School banner instead of the Friends of Lochearn banner? Fundraising for Playground Equipment was created as an accounting sub-category as a result of the candy cane fundraiser, so the possibility to fundraise and the school hold the funds

does exist. There were questions about who should be holding the funds leading up to purchase of new playground equipment? Action required: Seek clarification from the division office about the required process. Question asked about different foundations that may have funding available (ex. Telus Community Foundation), Amy Christianson said she would look into this.

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***Adjournment at 8:46 pm***

***Next Meeting: February 10, 2022***

***Minutes completed by: Marion Cale***