

**Minutes of Calgary Girls Charter School Council Annual General Meeting
that held on Tuesday, June 2nd, 2020 (immediately following the council meeting)
Zoom Conference Meeting**

Attendees: Elizabeth W., Jennifer M., Pamela D., Dani S., Cassandra N., Jillian N., Jon E., Candace R., Dhan G., Shaida S., Nikki S., Kelly L., Nandini R., Jenelee J., Alanna N., Shannon N., Zoey G., Marlene V., Katy L., Rene M., Andrea D., Jenn G., Emi. H., Raina W., Laura B., Christine M., Christine J., Kerry P.S., Marnie R., Michelle L., Misty J., Shed F., Kristie C., Emily L., Hanaa E., Jas J., Jea N., Dhan G., Candace R., Michelle D., Tara V. Wunmi A.

Apologies: Stacy M. and Betty I.

A. Approval of Agenda

Motion: Jennifer M. moved the motion to approve the agenda for the June 2, 2020 meeting, seconded by Jillian N.

Motion carried. Agenda approved.

B. Approval of School Council AGM minutes of June 11, 2019

Motion: Jennifer M. moved the motion to approve the minutes for the School council AGM meeting held on June 11, 2019, seconded by Jillian N.

Motion carried. Minutes approved.

C. Reports

i. Co-Chair – Elizabeth W. & Jennifer M.

There was a review of the 2019/20 school year as well as a summary of plans for the 2020/21 school year.

2019/20 Year in review:

- Meetings:

Formal Council Meetings held at 7:00 p.m. in the Learning Commons at Lakeview Campus on the following dates:

- ✓ September 17, 2019
- ✓ November 26, 2019
- ✓ June 02, 2020 (Council Meeting and AGM)

*There was a meeting scheduled to hold on March 17, 2020 but was cancelled due to COVID-19.

Coordinator Planning Meetings held once a month on Thursday mornings between 9:00 a.m. and 11:00 a.m. in the Teacher Planning Space (Room 19) at Lakeview Campus.

- Back 2 School BBQ

BBQ was supposed to coincide with Courtyard opening with invitations extended to alumni and Board members. However, opening was abandoned but BBQ went on as planned.

Gluten and Halal options were provided because of diverse requirements of families

- School Council Activities:

Fundraising: Apple Fundraiser (Coordinator - Michelle D., Jillian N.)

Summary of Sales:

- ✓ 221 cases
- ✓ Total Proceeds: \$7,135

Direct-Donation Campaign (Coordinator - Michelle D.)

About \$11,000 was raised, funds have been allocated to different departments but no substantial expenditure has been incurred. Amount will be carried forward to the next school year.

Scholastic Books (Coordinator - Jenny E.)

Order numbers were down compared to last year but quantity of items within orders went up. There is currently a balance of \$430:00 in the bonus bank that teachers can use.

Used Uniforms Sales (Coordinator - Cathy S.)

A total profit of \$3,158.16 was generated this school year.

Special Events (Coordinator - Sasha T.)

Skate party was a success with a lot of participation. There were mini candy canes, hot chocolate and oranges. Self-service of hot chocolate was a bit challenging.

It will be nice to have additional volunteers to tie skate laces for future events.

Fun Lunch (Coordinator - Cassandra N.)

Overall, there was a good set of vendors this year, there were few complaints with McDonalds, so will be a no go next year.

Hungry Girls program (Coordinator - Jennifer M.)

Soup and granola bar are purchased for both campuses. No soups were purchased after Feb. 21 due to the Coronavirus and school closure for the remainder of the school year.

Volunteer Coordination (Coordinator - Alanna N.)

Sign-up genius is used to manage and organize volunteer needs for events or programs such as Fun Lunch, Weekly Fresh Fruit, Used Uniform Sale, Feed the Teacher, Apple Distribution, and any other council led events which require volunteers. We have a wonderful core group of parent volunteers who regularly give their time and energy.

An area for improvement would be the distribution list which is connected to Family Zone and only provides emails for parents who indicated that they would like to volunteer. Some parents miss this area on family zone or incorrectly fill out the form, and so potential volunteers are lost.

Overall it was a successful volunteer year, CGCS council is very grateful for all volunteers!

School Dance (Coordinator - Tracey M.)

Dance was a success. Hosting it at the school meant that there was space for the girls to leave the gym when they needed a break but also kept them contained. It was also really easy to clean up. Leadership Class at Lakeview took ownership of the posters and ticket sales.

Feed the Teacher (Coordinator - Sabrina W.)

Feed the Teacher days coincide with Student led conferences. There are two of these events held each School Year and the purpose is to provide good, home cooked meals for the teachers prior to them starting the evening.

This year, gluten free and vegetarian components were introduced.

Maker Space (Coordinators - Jennifer M., Michelle D., Elizabeth W.)

This was a newly created Council position this year. The Maker Space is a designated room, or trolley that has craft items, art supplies, and creative making supplies that girls can access and use to make creative projects. Supplies consist of anything from recycled papers and products to formal paper and art supplies.

Coordinator is responsible for monitoring supply.

Teacher Appreciation (Coordinator - Elizabeth W.)

Each year, at Christmas time, Council supports the holding of a Christmas dinner for the Teachers, Support Staff and Administration. Funds designated to this used to be \$1800.00 but was raised to \$2000.00 this year, to account for new staff. Also, this year, 40 Keg Gift Cards at the value of \$50.00 each were given to staff members and allowed them the flexibility to spend on their meals. This also enabled those unable to attend on that evening to still be able to receive their Christmas gift from the School Council, and they could go to 'The Keg' on another occasion. This resulted in a very successful Christmas dinner and will be an ongoing plan for the Teacher Appreciation/Christmas Dinner gift from the School Council.

Parent Education (Coordinators - Elizabeth W., Lisa B.)

Parent Education was taken in a different direction this school year. Based upon the need to have Mental health issues addressed, CGCS partnered with the Community Education Service (CES) based out of The Calgary Children's Hospital. CES conduct programs that address all issues of Mental Health and Community Health.

There was a Saturday morning session at CGCS on January 25th with Council providing Tim Hortons refreshment and it was a huge success. There were plans to hold other sessions before the end of June but was not feasible because of the pandemic. Continuing the partnership with CES would be a very valuable experience and education for parents and students alike.

Casino (Coordinator - Michelle D.)

The last Casino fundraiser was February 4, 2019. The next Casino was slated for 4th quarter of 2020 but has been delayed by the AGLC. New dates will be communicated when casinos reopen.

Fresh Fruit program (Coordinator - Janet W.)

There is a bowl of fruit permanently placed in the Administration office so that girls can come and grab a healthy snack.

Career Speaker Series 'What's Your Passion' (Coordinator - Naomi T.)

This series holds during the cold winter months. Speakers are invited to talk about their jobs/journey. The goals of the series include:

- 1) Introduce the girls to the concept of modern day measure of success: job satisfaction derived from working in a field they are passionate about.
- 2) Emphasize the importance of discovering our passion(s) early on and pay attention to the subtle hints around us to help with this process.
- 3) Encourage and motivate our girls to become agents of change by keeping an open mind and availing themselves of the opportunities that around them.
- 4) Help girls develop greater aspirations for themselves and society, and celebrate the role of women from past to present (school vision).
- 5) Encourage the girls to check out all their options as there are a myriad of possibilities.

Artist in Residence Grant Writing (Elizabeth W.)

Each year, School Council applies for a Grant from the government, specifically the Community Initiatives Program, to engage an Artist in Residence. During the last school year, CGCS engaged Chantal Chagnon. Chantal is a Cree-Ogibwe-Meiti Singer, Drummer, Artist, Story Teller, Actor, Educator, Workshop Facilitator, Social Justice Advocate, and Activist. She has roots in Muskeg Lake Cree Nation in Saskatchewan.

Initially, she was employed to work with the Bel Aire campus in an Art and Music capacity, but as time went on, it was realized that Chantal had much to offer the Lake View campus, with her expertise in Women in Leadership and Cultural Teachings, and many other areas of Girls and Women in today's society.

We were unable to secure a Grant this year but are now making another application to the CIP to employ Chantal in a greater capacity. The application is made to Alberta Culture, Multiculturalism and Status of Women and hope that her extended role at CGCS will be a strong case.

Plans for the 2020/21 school year (Highlights):

- Meetings:

Formal Council Meeting will hold on the following dates:

- ✓ September 15, 2020
- ✓ November 24, 2020
- ✓ March 16, 2021
- ✓ June 8, 2021 (Council Meeting and AGM)

- Back 2 School BBQ

Depending on the situation in September, this event will hold on either September 16 or 17 (4 - 6:30pm) or it could also be postponed until January or for another year (September 2021).

- School Council Activities:

Hungry Girl: There is a new fundraiser around Father's/Mother's day introduced to help support the Hungry Girl program. The program will be funded by Spolumbo's sausages and Growing Smiles potted plants fundraisers which will be held in the Spring.

Parent Education: Paul D., who runs presentations on online safety and has been invited

to speak with parents on September 23 (7:00 - 8:30 p.m.)

Stacy M. is the new coordinator for Parent Education, she's a psychologist and her Practice is focused on Adolescent girls. Looking to continue working with CES and open this up to the community.

Used Uniforms Sales: A summer event is being considered, this will offer the ability to be physically distant and to hold during the day instead of the evening only events. Other dates also being considered are Sept. 1st & 2nd or Sep. 25 & Oct. 10 (Non-Instructional days).

Scholastic Books: The current online order process will continue at Lakeview and paper orders will be brought back at Bel Aire.

Feed the Teacher: This will hold on December 10 and March 18 for the next school year.

ii. **Financial Report – Jon E.**

Financial review of 2019/20 school year

Jon E. presented a financial review of the 2019-20 school year as well as the proposed 2020-21 Budget (see Schedule A)

Budget proposal for the 2020/21 school year

Motion: Jillian N. moved the motion to approve the 2020/21 school year budget. Nikki S. seconded

All in favour. Motion carried

D. **Executive Council for 2019/20 - Candidates for Election**

The following nominations were made and elected for the following positions:

Co-Chair position:

- Jillian N.
- Laura B.

Vice Chair position:

- Nandini R.

Secretary

- Beth I.

Treasurer position: Jon E. was re-elected

E. **2020-21 Council Positions:**

Following the Executive council elections, the following were noted as the council position holders for the 2019/20 school year:

- Co-Chair: Jillian N., Laura B.
- Vice Chair: Nandini R.
- Secretary: Beth I.
- Co-Treasurer: Jon E.

- Fresh Fruit Coordinator: Michelle L.
- Casino Coordinator: Michelle D.
- Hungry Girl/ Maker Space Coordinator: Marnie R.
- Dance Coordinator: Tracey M.
- Feed the Teacher Coordinator: Hanaa E., Jas J.
- Used Uniform Coordinator: Cathy P., Christie M., Laura L.
- Fundraising Coordinator: Michelle D., Misty J., Nikki S,
- Fun Lunch Coordinator: Cassandra N.
- Scholastic Coordinator: Jenny E.
- Lunchtime Speaker Series: Laura B., Nandini R., Jillian N.
- Special Events Coordinator: Nikki S., Laura L.
- Volunteer Coordinator/ Sign-Up Genius: Alanna N.
- Parent Education Coordinator: Stacey M.

Meeting was adjourned at 9:45 pm

Schedule A**Proposed CGS Budget June, 2020**

Forecast opening cash balance		29,727
Fundraising		
Healthy Hunger/fun lunch	\$	8,000
Used Uniform Sales	\$	5,000
Apples	\$	1,700
Sausage and Flowers	\$	1,500
Total Income from Fundraising	\$	16,200

Spending		
Go Girls Convention	\$	-
Back to School BBQ	\$	(4,000)
Oct Int'l Day of the Teacher	\$	(200)
Hungry Girl Lunch Supplies	\$	(1,000)
Lunch Hour Club - Lakeview	\$	(600)
Lunch Hour Club - BelAire	\$	(500)
Winter Skate Party	\$	(1,700)
Rhythmic Wishes freezies	\$	(300)
May Teacher Appreciation Week	\$	(200)
Guest Speakers	\$	(1,300)
Feed the Teacher Meals	\$	(200)
Teacher's Appreciation	\$	(2,000)
Bank Fees/Cheques	\$	(150)
New Parent Orientation	\$	(100)
Meeting Supplies/Social/Flowers/Volunteer Appreciation	\$	(1,000)
Yearbooks	\$	(70)
Fruit	\$	(2,800)
Volunteer Program SignUp Genius	\$	(150)
Alberta School Council Association	\$	(1,065)
Maker Space + Scholastic	\$	(300)
Sporks	\$	(300)
Recycling Club	\$	(250)
Dances	\$	(600)
Total Spending	\$	(18,785)