

**Minutes for School Advisory Council (SAC) Meeting
École Our Lady of the Prairies Online Teams Meeting
November 6, 2021 @ 4:30 pm**

In attendance:

Nicole Cooper
Rosella Trulli
Leigh-Ann MacNaughton
Nathan Barret
Charmain Barnett
Jackie Ruskowski
Titus Ofei
Chioma Nwokediuko

Staff:

Lorraine Sylvestre
Candice Doucet

---- School Council Meeting ----

1) 4:33 Call to order

2) Welcome and Introduction of all in attendance.

Notes: School Advisory Council (SAC) includes all parents, guardians and staff at École Our Lady of the Prairies. In a school year, we meet about six times for approximately one hour with a couple special events like a mini meeting during Meet the Teacher in September and the Annual General Meeting (AGM) in the spring. The SAC helps to support school programs and initiatives, as well as coordinate and request volunteers for school events.

3) Opening Prayer: Read by Nicole and all in attendance

4) Review/Adopt Agenda for today's meeting and Minutes from previous meeting(s)
- see motions in Appendix A

5) Additions to Agenda
- None

6) Additions to Motions
- None

7) 4:43 pm Chair's Report

- As of Oct 2021, our group has:
 - submitted 2020 & 2021 Society Annual Return
 - submitted 2021 AGLC Financial report
 - added Nicole Cooper to signing authority in conjunction with new account at ATB financial as BMO accounts are closed

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- Pending items:
 - update Alberta Gaming Liquor Commission (AGLC) List of Executives, remove past and add new
 - send School Council Chair Information to ECSD for the current school year.
 - join Alberta School Councils' Association (ASCA) for the current school year, membership fee is \$100.00. ASCA provides workshops, resources for parents in promoting advocacy at the provincial level of public education. Visit www.albertaschoolcouncils.ca for more information
 - Credit to be used. Vendor DJ Kwake holds a credit of \$525.00 that was to be used for Family Dance Spring Apr. 24, 2020, but was canceled due to covid health restrictions which are still in place.
 - Deposit bottle drive funds \$385.75 not large enough for restaurant gift card

- If you have any questions related to SAC email olopparent@gmail.com

Action: Update list of executives with AGLC

8) 5:03 Principal's Report by Lorraine Sylvestre

Budget 2021-2022

1. Allocations

- ▶ Basic Grant ▶ K (92) Gr 1-3 (174), Gr 4-6 (141)
- ▶ Other allocations
 - ▶ Inclusive
 - ▶ Kindergarten extensions
 - ▶ ELL
 - ▶ Refugee
 - ▶ FNMI
 - ▶ Early Learning
 - ▶ Learning Coach
 - ▶ Chaplain

2. SGR (cost-recovery)

- ▶ School fees
- ▶ Field Trips

3. SAC funds

4. Other

- ▶ Nutrition Grants
- ▶ Jordan's Principle Grants

1. Staffing

- a. Certificated staff 21.00 FTE
- b. Support staff 15.4 FTE

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- 2. Operating expenses
 - a. Communications, public relations, community development
 - b. Equipment and furnishings
 - c. External and contracted services
 - d. Building expenses
 - e. Learning Resources
 - f. Professional development and meetings
 - g. Supplies and activities
 - h. Transportation and travel

Allocations	2,735,025
Other	255,756
(-1.5%)	-36,570
	2,954,211
Staffing (95%)	2,809,055
Operating expenses (5%)	143,300
	2,952,355
Ending Equity	1,856

School Assurance Dashboard

<https://datavisualizationpublic.ecsd.net/Home/Index?SchoolId=8058>

See above link for google slide to view results on pages 6-8

School Plan for Continuous Growth

Our students and staff will learn and live the Word of God through worship, witness, and service.

1. The Our Lady of the Prairies School Prayer will be prayed every Friday, posted in the hallways and classrooms.
2. Each homeroom will have the opportunity to share personal prayers over morning broadcast as well as plan and lead a school wide celebration.
3. Staff will use a theme book related to the division theme, with activities, documents and reflections.

Through a holistic approach, students will develop to their fullest potential through multiple pathways.

1. Staff participation in professional development through workshops, retreats and communities of practice.
2. Promote discovery and increased inquiry-based learning.
3. Actively target and track struggling readers to increase their use of reading strategies to increase their ability to read and comprehend as well as to improve their reading level.
4. Balanced, on-going assessment to drive instruction.

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5. Daily read aloud to model what proficient readers do. 6. Gradual release of responsibility to gradual increase of independence (I do, we do, you do).

We will provide an optimal learning and working environment that fosters a culture of faith, trust, unity, inclusivity, confidence, respect, value and appreciation for one another.

1. School FNMI designate will attend a three-part series of the Lead Teacher professional development sessions offered through Indigenous Learning Services.
2. Each grade level will develop a lesson during their collaboration time on Thursdays dedicated to applying foundational knowledge of FNMI to their program.
3. Continue to embed the Seven Sacred Teachings in all aspects of student recognition initiatives.
4. Orange Shirt Day- bigger focus on residential schools (books and resources shared by representatives and committee).
5. More treaty six acknowledgement with the students with an explanation as to why we are acknowledging.

We will engage in good stewardship of all resources through principled governance and engagement.

1. Professional Development on assessment, cultural literacy and building background vocabulary knowledge with common guidelines, standards, language, and strategies.
2. Collaborative planning time to focus on continued improvement in student achievement.
3. Continue PATHS model school initiative.
4. Pyramid of intervention to ensure student success and target struggles.

Scare Away Hunger Food Drive 750 kg

Upcoming Events

Scholastic Book Fair

- November 15-29 Celebration of Learning - November 24 - 3:15pm - 6:30pm

School Council Discussion Items / Updates

9) 5:27 Fundraising Update

- Bottle drive discussion about how to make our next bottle drive more successful
 - We discussed that the next bottle drive be a little longer so more parents can drop off bottles. Possible 4-4:30 end. Chioma suggested moving the bottle drive to a weekend.
 - We discussed making a sign to put out in front of school or possible use of the message board outside of school so community members can see and drop by with their bottles.

- Chocolate Almonds Fundraiser. Rosella ordered 200 boxes to start and they should arrive early next week. Chocolates need to be paid by cheque, visa , or cash. We cannot use powerschool.
 - We discussed whether we should have an order slip, and send chocolates after we receive slips and money.
 - Rosella questions why we cannot use power school as we have used it in the past and it makes it easier for

parents and SAC volunteers.

For prizes for the chocolate fundraiser we decided one

First prize- Chromebook

Runner up prizes - \$50 Visa gift card

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- \$50 Boston Pizza gift card (which we are using from last years bottle drive)

3 spirit wear toques to be used in 3 separate draws. The kids will get one entry for every box sold.

Finally 2 pizza parties for each division for the top selling classes.

All of the above not to exceed \$1000.

Action:

- 1) Book bottle drive truck till 4:30 for next bottle drive
- 2) advertise longer and use signs for next bottle drive
- 3) Lorraine will check to see how OLOP has done payments for fundraisers using powerschool in the past.

- 4) Lorraine to follow up on how we can use powerschool for parents to pay for fundraiser
- 5) Lorraine. Ask teachers to identify parents that may be classroom reps.
- 6) Lorraine will order a chromebook
- 7) Nicole will order 3 spirit wear toques
- 8) A swift and a flier will be sent to get more parent involment

10) Hot Lunch Update

- On hold, no Hot Lunch offered at this time due to COVID-19 restrictions.

Action: None

11) 6:09 Adjourn School Council Meeting

---- School Advisory Foundation Meeting ----

12) 6:10 Call to Order

13) Review/Adopt Agenda and Minutes from previous SAF meeting(s)

- see motions in Appendix B

Notes: School Advisory Foundation (SAF) Meeting is the non-profit entity that helps raise funds, using an advisory role to help direct the funds accordingly. We discuss proposals, motions and vote how funds are spent from our General account or Alberta Gaming, Liquor and Cannabis Commission (AGLC) Casino account. For more information on AGLC, please sign up for a free GAIN session. Email olopparent@gmail.com for more information.

14) Additions to Agenda

- None

15) 6:10 Treasurer's Report

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**Our Lady of the Prairies School Advisory Foundation
Balance Sheet
As at Nov 8, 2021**

Assets	Current Year 2021/2022	Prior Year 2020/2021	Prior Year 2019/2020	Prior Year 2018/2019
Bank -General Account	\$8,113	\$7,738	\$8,871	\$6,710
Bank -Casino Account	\$12,912	\$12,922	\$64,417	\$3,684
Total Assets	\$21,025	\$20,660	\$73,288	\$10,394
Liabilities & Net Assets				
	Current Year 2021/2022	Prior Year 2020/2021	Prior Year 2019/2020	Prior Year 2018/2019
Total Liabilities	\$0	\$0	\$0	\$0
Net Assets	\$21,025	\$20,660	\$73,288	\$10,394
Total Net Assets	\$21,025	\$20,660	\$73,288	\$10,394
Total Liabilities and Net Assets	\$21,025	\$20,660	\$73,288	\$10,394

**Our Lady of the Prairies School Advisory Foundation
General Account
Statement of Revenues and Expenses
For the year ending June 30, 2022
As at Nov 8, 2021**

Revenues	Current Year 2021/ 2022	Prior Year 2020/ 2021	Prior Year 2019/2020	Prior Year 2018/2019
Spellathon				\$ 2,539
Krispy Kreme			\$ 5,108	\$ -
Casino Tips			\$ 25	\$ -
Hot Lunch			\$ 605	\$ -
Popcorn			\$ 487	\$ 1,349
Loaves			\$ 1,320	
Chocolate Almonds				\$ 12,374
Bottle Drive	\$ 385	\$ 495		\$ 143
Family Dance				\$ 1,762
Shrove Tuesday				\$ -
Foundation				\$ -
Miscellaneous				\$ -
Total Revenues	\$ 385	\$ 495	\$ 7,544	\$ 18,167
Expenses				
Hot Lunch				\$ 1,219
Krispy Kreme			\$ 2,704	\$ -
Popcorn			\$ 31	\$ 500
Loaves			\$ 650	
Chocolate Almonds				\$ 6,177
Family Dance			\$ 525	\$ 781
Staff Appreciation		\$ 708	\$ 250	\$ 946
Fun Day				\$ 1,584
Shrove Tuesday			\$ 275	\$ 255
Grade 6 Yearbook		\$ 920	\$ 880	\$ 1,400
Bank Fee/Interest	10		\$ 8	\$ 73
Field Trips				\$ 1,280
Total Expenses	\$ 10	\$ 1,628	\$ 5,383	\$ 14,215
Change in Net Assets	\$ 375	\$ [1,133]	\$ 2,161	\$ 3,951

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Our Lady of the Prairies School Advisory Foundation
AGLC Gaming Accounts
Statement of Revenues and Expenses
For the year ending June 30, 2022
As at Nov 8, 2021

Revenues	Current Year 2021/ 2022	Prior Year 2020/ 2021	Prior Year 2019/2020	Prior Year 2018/2019
Casino Proceeds			\$ 78,593	\$ -
Total Revenues	\$ -	\$ -	\$ 78,593	\$ -
Expenses				
Casino Expenses			\$ 2,540	\$ -
Christmas Concert			\$ 2,705	\$ -
Field Trips			\$ 2,208	\$ 8,705
Computer Equipment			\$ 8,706	\$ -
I pads		\$ 25,110		
Chromebooks (incl carts & licenses)		\$ 18,374		
Music equipment		\$ 3,631		
Artist in Residence Wages				\$ -
Grants				\$ -
Sports Equipment		\$ 1,440	\$ 1,676	
Science Program Mme Weis garden		\$ 2,940		
Bank Fees / Interest	\$ 10		\$ 25	\$ 37
Total Expenses	\$ 10	\$ 51,495	\$ 17,860	\$ 8,742
Change in Net Assets	\$ (10)	\$ (51,495)	\$ 60,733	\$ (8,742)

16) 6:13 Fundraising Update

See above

Action: Chocolate Almonds

17) 6:13 School Requests

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Previous/Present meeting(s):	<ul style="list-style-type: none">● No meeting in September● Monday, October 4, 2021 @ 4:30 pm on Teams
Our next SAC meeting(s) scheduled for:	<ul style="list-style-type: none">● Monday, November 22, 2021 @ 4:30 pm changed to November 6, 2021● No meeting in December - tentatively● Monday, January 10, 2022 @ 4:30 pm● Monday, February 28, 2022 @ 4:30 pm● No meeting in March● Monday, April 11, 2022 @ 4:30 pm ● Monday, May 16, 2021 @ 4:30 pm Annual General Meeting (AGM)

18) 6:16 pm Adjourn School Advisory Foundation Meeting

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APPENDIX A School Council Meeting Motions

Motion 1: Adopt Agenda for today's SAC meeting and Adopt Minutes from previous SAC Meeting on Oct 4, 2021			
Motion by:	Rosella Trulli	2 nd by:	Charmaine Barnett
All in favor:	Yes		
Opposed:	None		
Motion carried:	Yes		

APPENDIX B School Advisory Foundation (SAF) Meeting Motions

Motion 2: Approve prizes for Chocolate fundraiser of up to \$1000			
Motion by:	Charmain Barnett	2 nd by:	Chioma Nwokediuko
All in favor:	Yes		
Opposed:	None		
Motion carried:	Yes		

Motion 3: To pay the \$100 fee for Rosella to join the ASCA workshop.			
Motion by:	Charmain Barnett	2 nd by:	Leigh-Ann MacNaughton
All in favor:	Yes		
Opposed:	None		
Motion carried:	Yes		

Candidate 1:	Nicole Cooper (nominated by Aileen Langit Panis)
Candidate 2:	None
Vote in favor:	Yes
Opposed:	None
Role Accepted:	Yes