

H.E.Bourgoin Middle School Council Meeting

AGENDA

Date and Time: Thursday, September 19th, 2024 at 6PM to 7:45PM
(Any items still left on agenda at 7:45 will be tabled to the next meeting)
Location: HEB School Learning Commons

Google Meet joining info

Video call link: meet.google.com/mfx-vxob-yda

Attendees:

Online:

1. Call to order / Sign-in:
2. Review and Approval of the Agenda:
 - a.
3. Review of Meetings Norms from below / Meeting Structure for new attendees
 - a. Quick review of meeting norms, agenda approval discussion
4. Approval of the Minutes from May Meeting
 - a. Motion:
5. School Trustee Report - Cheryl Edwards
 - a.
6. Principal's Report and Advising Opportunities:
 - a. Mrs. Peggy Chick Guest Teacher - Musicals, Concerts and PA System
 - b. New Bear Facts - Assurance Survey Results
 - c. School Plan Input
 - d. Cell Phone Info
 - e. Teacher wish list for Foundation
 - f. Volunteer Opportunities for Parents
 - g. School Fees
 - h. Grant:

During our initial meeting, the Principal will make sure members are aware of the Alberta School Council Engagement Grant of \$500. AB Ed needs to have a list of which School Councils are going to use this funding. By October 15 all Principals will have a discussion with their School Councils to find out if they will or will not be utilizing this grant this year. If they ARE going to use the grant, Principal needs to send Division the name of the School Council Chairperson and their email address.

Engagement Grant

<https://www.alberta.ca/school-councils> Parent engagement - Enhancing parent engagement in Alberta schools

Alberta's government is providing more than \$1 million directly to school councils through the Alberta School Council Engagement (ASCE) Grant to enhance collaboration between parents and schools on education priorities. This grant gives each school council in the province \$500 this year under a new direct funding approach.

Eligibility

Active school councils in public, separate, Francophone and charter schools are eligible for this grant. By the end of October, school authorities will provide the ministry with the number of school councils in their jurisdiction and any other relevant information requested. We will allocate grant funds to school authorities following receipt of the information. School authorities are responsible for ensuring that the funds are disbursed to their schools and made available to the school councils. The decisions for the use of the funds will be made by the school councils.

Using the grant

The ASCE Grant is intended for parent involvement and engagement activities that:

broaden the number of school events that include parents

diversify the communication tools used to reach parents

seek out the advice and ideas of other parents

The grant also supports school councils in fulfilling their legislated responsibilities outlined in *Education Act* and School Council Regulation such as:

- advising the principal and the board respecting any matter relating to the school
- consulting with the principal so that the principal may ensure that students in the school have the opportunity to meet the standards of education set by the minister
- consulting with the principal so that the principal may ensure that the fiscal management of the school is in accordance with the requirements of the board and the superintendent
- establishing and implementing policies in the school that the school council considers necessary to carry out its functions
- making bylaws governing its meetings and the conduct of its affairs
- advising on the development of school education plans, annual education results reports and budget
- completing and providing an annual report to the school board summarizing its activities and detailing the receipt, handling and use of any money in the previous school year

Annually, school councils should establish local priorities aligned with the grant purpose that the funds will support.

Examples of parent engagement activities and projects that funds can be used for include:

- workshops for parents to increase capacity for school council members
- conference fees
- information sessions on how parents can support student learning at home and at school
- parent resources and workshops on important topics such as, mental health and well-being, cyber bullying, healthy living, etc.
- programs to support families including those of English language and of indigenous learners
- parent resources and tools in multiple languages
- events to engage parents on important local issues
- parent engagement in promoting the value of arts
- trainer or facilitator costs for the professional development, workshops or sessions associated with the above

Examples of non-allowable expenses include:

- entertainment costs, meals, snacks or, other food
- capital asset purchases
- activities that have already taken place
- organization memberships
- fundraising events
- prizes or incentives to parents and/or students
- payment to school board staff including honoraria or, gifts
- entertainment activities such as barbeques, volunteer teas, movie nights, dances, concerts or performances

Upcoming dates of interest:

- i. September 20th - Pancake Breakfast 8:30 am and Terry Fox Run 1:15 pm
- ii. September 23rd - Class Photo Day
- iii. September 26th, Thursday, - Observing National Day for Truth and Reconciliation
- iv. December 17th, Tuesday, - Christmas Concert Evening (Duclos is 18th and 19th)

7. New Business:

- a. School Council Chairperson Nominations

8. Report from Duclos - H.E. Bourgoin Support Group Fundraising Foundation (30 min)

9. Call for Future Agenda Items:

10. Next Meeting:

11. Meeting Adjournment:

H. E. Bourgoin Parent School Council/Foundation Meeting Norms 2024-2025	
Time/Promptness	<ul style="list-style-type: none"> ● If time does not permit full discussion of an item, a motion may be made to table the item for discussion at another meeting. ● Agenda must be provided by the Chairperson seven days prior to the meeting date. ● <i>Agenda items must be submitted to the Chairperson no later than two weeks prior to the Council meeting.</i> ● <i>Meetings will begin promptly at 6:00 pm and will not go past 8:00 pm.</i>
Communication	<ul style="list-style-type: none"> ● The Chairperson must keep the discussion flowing in a collaborative fashion. ● Each item is entitled to full and free debate by individual members- one at a time.
Assignments	<ul style="list-style-type: none"> ● <i>Action items to be listed and reviewed at the end of each meeting and again reviewed at the beginning of the following Council meeting</i>
Confidentiality	<ul style="list-style-type: none"> ● If an attendee begins to talk about his/her child, another student &/or a staff member, it will be deemed personal in nature. The chair/school administration will ask the attendee to refrain from talking about personal matters and suggest a personal meeting with administration &/or appropriate staff members.
Expectations	<ul style="list-style-type: none"> ● Every member has equal rights. ● Only one subject may be discussed at a time. ● The chairperson is responsible for moving meetings along and ensuring no one person monopolizes the floor.