



St. Gabriel School Council

585 Signal Road, Fort McMurray, AB, T9H 4V3

EMAIL: stgabrielsc@gmail.com

Minutes – October 17, 2018

6:30pm School Meeting Room

This meeting was called to order at 6:30pm with an opening prayer done by everyone.

In attendance:

John Barfoot, Abbie Ouellet, Sarah Dube, Geraldine Connors, Jody Boyle

No amendments were made to the September 19, 2018 minutes.

Eco Club Presentation

Eco Club members presented to the group the new initiatives St Gabriel school is undertaking. New recycling bins have been set up in all the classes and designated collecting areas. Eco club members are enjoying the different tasks of collecting the recyclables, creating posters, and playing sorting games. As well this week the Eco Club did eco challenges for all students: Waste Free Lunch, Toy Exchange, Reuse Project Contest, Recycle and Reduce Challenge, and Colibri Reusable Snack Bag Fundraiser. There has been great involvement and excitement from students for all the challenges. Prizes have been awarded as incentive for students to participate.

Principal Report:

Mr. Barfoot has accepted the District Principal position effective November 2. This position will work closely with all the Principals in the district since there are a lot of new Principals this year. Until November 2nd our new Principal, Jennifer Lacey, will do half time between Holy Trinity and St. Gabriel to gain a transfer of knowledge.

Staff met to review the PTA results and School Accountability Report Card and discuss the school goals. This year's focus will be on numeracy and leadership. The PTA results will be shared with parents at our next meeting because the provincially set date to release the results is Oct 18th. The results are fantastic and even though numeracy was the lowest it wasn't by much. Still to do is the review of the type of questions/ subject matter for numeracy where our school was weak to focus strategies to improve those areas. According to the Accountability Survey, which is filled out by grades 4 to 6 students, staff, and parents, there wasn't consensus due to only 6 parent responses. Usually accountability surveys are only sent to grade 4 students, staff, and parents but because of our smaller class sizes we have all grade 4 to 6 respond. The parent surveys are sent out by the Province, so it is possible that the small number of responses is because only grade 4 parents received the survey. From the student and staff responses the areas to improve were around leadership of staff and students. There will be several bullets under leadership which will address the suggestions brought forward on the council survey in September as areas for school council to address. School goals will be presented again when they are more formalized.



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Currently there are two positions available, 1 teacher for JTP and ½ time EA for EEP. The JTP teacher position is posted and there have been zero applicants. Currently an Education Student, Ms. Madison, is co-teaching with Wanda Chaulk until a suitable individual is found. The EA position will be filled internally.

St Gabriel School Council is the only school council who has transferred their finances over to the school. Mr. Barfoot will be working with the other school Principals to make this transition using our templates as a reference for other schools to follow. Currently the only downfall with the process is not having timely access to the banking information to know whether or not deposit cheques and issued cheques have been cleared in order to do a true reconciliation of the books monthly.

St. Gabriel School had a staff workshop to develop a school mental health plan. This is year three since the wildfire and it is anticipated to be difficult due to financial strains of a few who do not have their needs met. Resources such as Red Cross which were there to help these individuals are being depleted and coming to an end.

Treasurer Report:

Total monthly deposit: \$14, 847.81 (includes 7896.53 transfer from bank account, \$6951.28 new deposits: walk-a-thon, hot lunch, drink containers return). Total monthly expenses: \$3,075.94 (walk-a-thon, hot lunch, office, apples, eco club, teacher \$100, special events, council appreciation, parent recruitment). Net profit/loss: Walk-a-thon (\$5,597.60), Hot Lunch (\$52.86), Eco Club (-\$29.60). Eco Club is anticipated to turn a profit as drink containers continue to be collected and returned for the deposits.

Summary of Account Balances on Oct 16, 2018	\$13,128.66
Amount to Clear	1,354.99
Total Available	\$11,771.87

Old Business:

Election of Vice Chair/ Selection of Coordinators

Since our last meeting Geraldine Connors filled the Christmas Store Coordinator position and Marianne Corbett filled the Spring Fun Afternoon Coordinator position. At the meeting Abbie Ouellet agreed to fill the Volunteer Coordinator position. At this time no one came forward for Vice Chair, Special Event Coordinator, or Valentine Dance Coordinator.

Volunteer Update & Parking Permit Draw

There have been 62 volunteers since Sept 4th. Sarah Dube was drawn for the parking permit draw from Oct 18-Nov 28. The next draw will be a raffle.

Council Meeting Dates/ Times

Council meetings dates and times were discussed. Council meeting dates will be in the room 112 (vacant classroom) on the third Tuesday of every month at 4:00pm except for the April meeting which will be the



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fourth Tuesday due to holiday conflicts. Dates are November 20, January 15, February 19, March 19, April 23, and May 21.

Teacher Appreciation/ Wishlist

The remaining fund of \$291.61 will be pooled and brought forward by the Principal at a teachers' meeting. Teachers can submit a proposal/ letter requesting items which will then come forward at a future school council meeting for review and approval.

Buddy Bench

Still waiting for the bench to be installed because the maintenance worker is currently on vacation. The bench is assembled and the work order is in to have it installed. Training of students and staff will be done once it is installed.

Council Survey

A total of 14 responses were received. Had more responses because it was also put on as a Facebook poll. Top responses were to recycle bottles/juice containers, plastic and paper and run eco challenges. Even though form an eco club only had 3 respondents check off there are 15 students currently signed up for eco club. Suggestion was made to open an account at the bottle depot so that parents can donate their bottles to the school by dropping them off at the recycling depot. Sarah Dube will investigate the process of opening an account and what steps there should be to ensure accountability. The group decided to do a November survey asking parents what presentation topics they would like to see presented at a meeting.

Crosswalk

Still hasn't been done. Sarah Dube contacted Lesley from Safe Communities Wood Buffalo to see if it will be done and she will follow up with the RMWB. There was group consensus to escalate the matter sooner so that we get a response this winter and then there would be time for the request for proposal process and installation of it in the spring/ summer.

Meeting Presentation

The group decided to have the Principal present the PAT results and an overview of report cards at the next November meeting.

Bulletin Board

Currently the Eco Club information is posted on the bulletin board. From mid-November to early December it will be the Christmas Store.

New Business

PTI Welcome Table

The group agreed to set up a table in the school entrance on the evening of Parent Teacher Interviews- Monday, November 26th 5-8pm and Wednesday, November 28th 4-7pm. This table will promote the filled/ vacant positions and volunteer opportunities, hand out water bottles and bananas, and sell parking spot



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raffle tickets. Suggestion was made to notify parents prior to the dates to bring cash to PTI so as to purchase tickets. Sign up will be available for volunteers to man the table. Geraldine Connors motioned that \$50 be spent on water and bananas and Abbie Ouellet second.

Healthy Schools Collaborative Meeting

Sarah Dube and Gerarada Germain attended the Healthy School Collaborative Meeting last week. There was great representation of various user groups in the community focused on healthy life (Alberta Health Services, BeFit for Life, Apples Schools, Teachers, Parents). A lot of these groups are available to do presentations. This meeting was focused on Nutrition and had a presentation on how to read the nutrition facts to determine if the food meets the choose most often category. Found out that the yogurt tubes, Cheerios, and Nutrigrain bars that we have been supplying at the breakfast cart are only choose sometimes. Mini wheats and cheese string are choose most often. Sarah Dube has been trying different recipes and options which are choose most often on the breakfast cart – banana muffins, oatmeal cookies, fruit to go, smoothies, fruit cups, yogurt parfaits. Smoothies are a big hit with the students. The Hot Lunch Vendor meeting is on Dec 4th AM at the FMPD office. Vendors are to contact AHS representatives to be included. St. Paul's uses different vendors but prices are higher: Darson Catering, Jugo Juice, Booster Juice with smoothies. Other option for physical activity programs would be Befit for life (Palace, Box, or one time event) and DancePlay. Hooray for Health 2018-19 school/ class challenge will be accepting submission from Jan to mid Feb. Next Healthy Schools Collaborative meetings are on January 24 (focus is physical activity) and April 25 (focus is mental health).

ASCA November Survey

Sarah Dube provided the ASCA November Survey questions on the Alberta Education Business Planning to the group. Deadline to submit individual response to Sarah Dube to compile and submit a group response is November 13th.

Fundraising:

School Start

The deadline for this fundraiser has passed and 61 kits were purchased. Still waiting to hear what the final profit for us is. The numbers from classes was overall even and consistent with past years when using Staples as the supplier. Surprisingly there were kits ordered for K and EEP even though the material list was very small. Positive comments were received from parents about the promptness of delivery, flexibility to choose items, and ease to order. Teachers find that the HB pencils are of low quality.

Walk-a-thon

The walk-a-thon went smoothly even though we need to have it indoors. Great idea to do the loop in the hallway. The cloth bracelets were better than the jelly bracelets. Need a volunteer to always man the water station because when students did it themselves it would spill on the floor. It was suggested to give the bracelets to the class teacher to give to students after the walk. The decline in profits from previous



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years was suspected to be related to lack of motivation to get sponsors and increased family expenses at this time of year.

Extra Hot Lunches

Didn't have great return and smaller number of orders than usual. This could have been due to confusion over the main form versus the school council extra hot lunch and some kids aren't ordering hot lunch because they are tired of the same thing for hot lunches. Suggestion to do it again in the new year with one of the new vendors as a test to see if more orders are received.

Boston Pizza Operation Education

Information has gone home, and the draws will be Oct 31 & Nov 29. There are 25 coupons to be drawn – 13 on Oct 31st and 12 on Nov 29th.

Colibri Reusable Bags

Information has gone home and there is a correction of the deadline to Monday Oct 22 from the Friday Oct 19 at 9am because there is no school on October 19th. The draws will be made on the 22nd at 9am and winning students can choose their design of bags. So far we have received 8 orders.

PTI Parking Spot Raffle

It was decided that we will do a raffle versus a silent auction. The spreadsheet from valentine dance to track the ticket numbers corresponding to the purchaser will be used so that individuals don't have to write their name on each ticket. Tickets will only be available to purchase at the PTI table for \$1 each.

Smoothie/ Popcorn Day

The next special event day will be Popcorn for \$1 on Friday November 16th.

Christmas Store

The Christmas Store will be December 5 and 6th. Sarah Dube motioned to buy an addition \$500 in product from other vendors and Jody Boyle second. The poster contest draw will be organized for Nov 29th. Since all the classes want to be within the first few timeslots to get the best pick of items, the group decided to organize the class timeslot by alternating classes by divisions. For example, 8:30-9:00am div 1 class, 9:00-9:30am div 2 class, 9:30-10am div 1 class, 10:00-10:30am div 2 class. The teachers will still have the option to pick their timeslot based on their class division. EEP and Kindergarten AM/PM classes will fill the recess breaks.

Valentine Family Dance

To increase the value of the baskets without spending more it was suggested to purchase raffle basket items on Black Friday deals and Christmas sales. Each basket should be of approximately the same value since ticket prices are the same (\$1) no matter which basket you choose. There will be 5-6 baskets at a value of \$35-40 each. Sarah Dube motioned to spend \$200 for Valentine Dance raffle basket and Jody Boyle second. All agreed.



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Sweet Sheets

The group discussed this fundraiser and felt that we would not have great sales on bed sheets and that we have already asked a lot from our parents. Therefore, it was decided not to do this fundraiser.

Christmas Cards

The Christmas Card Making Fundraiser is organized for Nov 23/24/25 with a total of 9 sessions. Information will be going home in the next two weeks. The deadline to sign up is Nov 14th. Participants need to sign up on sign up genius and submit payment to St. Gabriel School or St. Paul School. All payments received at St. Gabriel School will benefit our School Council. It will also be advertised at Holy Trinity and St. Martha's. Teachers expressed interest in doing an exclusive booking.

Closing Comments:

Thank you to all the parents for coming out tonight.

Meeting adjourned at 8:04pm.

Next Meeting date and time: Tuesday, November 20th, 2018 – 4:00-5:30pm. All parents welcome!