



# Parent Council - Sifton

## Meeting Minutes

28 January 2025 / 7:00 PM / Learning Commons

- date changed to accommodate member schedules

## Attendees

Anne MacIntosh (chair); Danielle Braim; Tawnya Williamson; Jody Songhurst; Laura Doyle; Petra Cegielyny; Kathleen McLennan (admin), Cassie Dey, Patrick McFeely (trustee), Safaa Alaoui Mauhtadi; Sonia Fati

Regrets: Mary-Anne Falk; Tamsin McComb; Terry Kennedy; Doug Algar (trustee)

## Introductions

## Agenda

### Land Acknowledgement

We acknowledge that Battle River School Division is located on Treaty 6 territory, and that we respect the histories, languages, and cultures of First Nations, Metis, Inuit and all First Peoples of Canada, whose presence continues to enrich our vibrant community.

### Old Business

1. **Winter Fundraiser** (Tamsin)
  - o final profit - defer to next meeting
2. **Spring/Ongoing Fundraisers** (Laura/Mary-Anne/Petra)
  - o Reviewed previous fundraising suggestions from survey (listed in previous November meeting minutes) - narrowed down potential options to:
    - Little Ceasar's; Beef Jerky; gift card for greenhouse in Bittern Lake; perogies, citrus
      - discussed potential inclusions for allergy, cultural, and religious considerations

### ACTIONS:

- **Kathleen** to ask Sara re: spreadsheet of fundraising options (if created? resources to add in?)

- **Laura** to develop spreadsheet (if needed) prior to next meeting including prices; profits; shipping, etc

**GOAL:** all members vote at next meeting (February 18) on preferred Spring fundraiser

- o Labels - Loveable labels -Sifton account still active

**ACTION:** **Petra** to make visual to post for social media and send to Jody and Mme Grant for newsletters

- o Bottle Depot - Sifton account still active - \$221.45

**ACTION:** **Petra** to cash out account; **Jody** to make video to post social media and send to Mme Grant for newsletter

### 3. Art Afternoon (Petra)

- o 17 families registered; 14 attended (40 attendees)
- o Newcomer families attended - having french translator (Mme McLennan) present helpful

**ACTION:** **Petra** to put together spreadsheet of how previous ASCE grants funds have been used

### 4. Hot Lunch Update (Cassie)

- o new Hot Lunch Coordinator (thank you!)- stepping into role - organized for the rest of the year
- o Discussed ideas for next year: pre-purchased drink options at lower cost; consider other local options
- o Parent Council has fridge available if needed
- o confirmed that hot lunch funds can be used for broader scope (including field trips and extracurricular activities) as per Nov 19 meeting minutes

### 5. Social Media Campaign (Jody)

- o Increased number from campaign (numbers similar to increases noted during Nov meeting)
- o Kristin Mandrusiak - winner of social media draw (for poinsettia)

### 6. Council of School Councils (Anne/Jody/Pat)

- o Upcoming session Jan 30 - BRSD Office (Camrose) - Danielle to attend

The next meeting of Council of School Council's will be Thursday, January 30 at BRSD Division Office (4302 38 Street). The meeting will be in person, but participants may also join remotely through Google Meet [here](#). The meeting will start at 6:30pm.

- o Pat McFeely encouraged attendance of all Sifton Parent Council members
- o Discussed need to change April parent council meeting date (conflicts with CoSC) - Sifton Parent Council will be changed to April 22 (instead of April 15)
- o Jody - filled out survey re: how ASCE funds used; have not had results distributed yet

7. **Gmail account delegation** (Tamsin) - defer
8. **Reimbursements of expenses** - on-going (should be approved by end of January)
  - Further purchases through school associated account to avoid delayed payment

ACTION: [Kathleen](#) to investigate options for reimbursement without receipt

## **New Business**

1. 2023-2024 meeting minutes (Kathleen)

ACTION: [Danielle](#) will get to Kathleen by next week - would accept handwritten or scanned images

2. 2024 ACSE Grant (Petra)
  - IDEAS:
    - Petra: potential interest in music class; consider pre-paying to ensure able to use funds by deadline
    - Kathleen: Math Game company (\$750; grant would cover; remainder could be covered by parent council or school funds)

ACTION: [Petra](#) to send grant criteria to Kathleen re: Math Game

3. Yearbook process review (admin)
  - 2024/2025 - yearbooks on sale: 59 sold to date (pre-paid for current year) - will promote until March 21
  - Deficit will not happen again as now requiring pre-pay prior to ordering
  - Discussed adding listing of current yearbooks available (previous years) - and consider selling for \$5.00 to clear stock

ACTION: [Kathleen](#) to check with Dana re: outstanding number of yearbooks from previous years;

4. Wishlist (Kathleen)
  - a. Math night
  - b. Music performances
    - i. Plan to discuss at next meeting
5. School Generated Funds review

Kathleen reviewed SGF fund documents

ACTION: [Tawnya](#) to scan SGF document into Parent Council Google Drive

6. Food allergy awareness week/month (Tamsin) - defer
7. Carnival- Pancake Breakfast and La Tire
  - Pancakes for Carnavale (Kambeitz family to provide funds)
  - Maple Syrup for La Tire - purchased by admin to be funded with Parent Council (use from hot lunch funds)

ACTION: [Kathleen](#) to discuss with Sarah and Ashley Kambeitz; plan for admin make purchases (pancake supplies and la tire ingredients)

Feb 28 volunteers for La Tire: Anne, Jody, and Bobby to make La Tire; Jen Zimmerman to teach la tire making this year to them (recipe and instructions to come; will be saved in Google Drive)

## Principals Report (Kathleen)

Kathleen provided update - highlights include: olympics grant; numeracy screens; purchases for classroom tools for self-regulation and support from the BRSD mental health team; trying to expand ROAR assemblies; ACAA 'incredible you' presentation in April

## Trustee Update (Pat)

1. Request to include Pat and Doug to minute distribution prior to meeting
2. School calendar for 2025-2026 approved and posted on BRSD website and social media
3. Value scoping completed by board (priorities: 1. Tofield 2. City of Camrose 3. Hay Lakes) - reviewed process

## Action Items

1. Please see sections above (labeled with [name/blue font](#)) for actions prior to next meeting
2. February email will be sent Feb 7 - deadline for information to Mme Grant by Feb 7!

## Next Meeting: February 18; 7:00pm

### Upcoming meetings:

- Feb 18
- Mar 18
- Apr 22 (changed from April 15)
- May 20
- Jun 17

Adjourned 8:23 PM