



*SEEALS Meeting  
December 7, 2015*

**In attendance:**

- Joan Tod
- Duane Hayes
- Candice Frayne
- Lisa Shankaruk
- Natalie Monette
- Katy Illner
- Michelle Lutic
- Lindsey Pratt
- Heather Haight

**Call to order – 7:07**

**1. Approval of agenda:**

**Motion:** Approve the agenda as is by Katy, seconded by Heather, carried.

**2. Approval of minutes:**

**Motion:** Motion to accept with amendment to 3.10 classroom enhancement fund for \$100 classroom enhancement Candice, seconded by Natalie, carried.

**3. Old Business:**

**3.1 Christmas One Stop Shop profit break down (Katy Illner):** Brought in about \$2000. Cookie dough brought in \$650. Holes charged a \$75 delivery fee that made it break even. Comments were received from parents that the flowers weren't as nice and pick up at the store was a bit of a hassle. Cookie dough brought in about half of what was made last year. Art card profits were about half of what was made last year.

**Suggestion:** do another Safeway Fundraiser in the spring.

**Suggestion:** allow for postdated cheques to pay off the gift cards

**Action:** Candice to let Holes know that this isn't working for us.

**3.2 Bears (library bingo-Admin):** Two boxes of Bears left.

**3.3 Staff Meal (Candice Frayne):** Thank you from the staff. It was nice to see some new faces

**3.4 Hot Lunch (Natalie Monette):** The calendar is just about nailed down. New prices have been added to increase the profits a bit and align with vendor increases. The schedule will be out next week. The first cut off is December 28th. There were concerns with wok box.

**Suggestion:** Do not pay wok box until an invoice is received.

Teacher meals may be discontinued.

**Suggestion:** set a limit on the amount of meals that can be ordered.

**Bring forward next meeting:** teacher meals

**3.5 Hot Lunch Volunteers (Heather Haight):** Will be moving towards more online volunteers.

**3.6 Classroom Enhancement Fund deadline of December 18, 2015 (Katy Illner):** Six teacher have submitted. Waiting on six more to submit.

**3.7 Update on School's Priority List (Admin/Katy Illner):** We have not received any invoices for the reading, math and artist in residence in order to pay out.

4. **Financial Report\*: Presented by the Treasurer – Katy**

- Attached
- Four vendors left to pay. May make about \$3000 for hot lunch. Spirit wear has brought in about the same amount as last year.
- Lego and outside bins: have about \$800 left to spend
- \$1994 of library shelves has been paid for.
- Paypal fees have been about \$600 between August to December.

**Suggestion:** consider if these fees should be added in when running a fundraiser online or if the fundraiser should be run offline.

5. **New ideas:**

**4.1 Support School's Christmas Project (with School Council):** Advent project is to support Syrian refugees. Hot chocolate sales will go towards school supplies for families coming to the Edmonton area and we will be partly giving some before and some after Christmas. Each back pack for the refugees costs about \$40-50. Needed items include headphones and other supplies. There is not a ton of storage space so are working with catholic social services.

**Suggestion:** send donation bags home.

**Action:** bring forward at next meeting.

**4.2 Are there families in our school community that need assistance during this Christmas period?:**

Some referrals have been made to Christmas hampers an email was sent so families can self-refer.

6. **Next meeting: January 4, 2016**

7. **Adjourned: 7:52**



### *School Council Meeting December 7, 2015*

**Call to order: 7:53 p.m.**

**1. Approval of Agenda:**

**Motion** for approval by Natalie, second by Lisa, carried.

**2. Review and Acceptance of minutes from the last meeting: 5 minutes**

**Motion** for to approve the minutes as amended by Natalie, second by Candice, carried

**3. Business arising from previous minutes: 20 minutes**

**3.1 School's priority list review – Appendix 1 (SEEALS and School Council):**

- **Artist in Residence (Admin):** January 11 will take place. The info for parents will come out soon. Marty Chan from Morinville. The artist will do three sessions with each class.
- **Home Reading Program for Div 1 (Teacher's Rep):** These books may not be purchased until the new year.
- **Math Game Program for Div 2 (Teacher's Rep):** Guided math is being explored with the divisional expert. These games enhance the kid's skills while giving the teacher time to interact with the kids and assess the skills.

**3.2 Standing desks**

Administration has assessed and moved some desks around to enable teachers to have the amount they need. Administration will be assessing ball chairs and wobble chairs next. The recommendation is for students to not use these tools longer than 30 minutes.

**3.3 Classroom Enhancement Fund deadline of December 18, 2015 (Admin/Teacher's Rep):** Reminder of the deadline.

**3.4 Safe Journeys update (Admin)**

- No update

**3.5 Christmas Family Activity Night update (Admin):**

- Administration noted plans have been finalized.
- Tickets sales have been going well.
- There was an offer from Michelle Lutic and Leah Kres for Sports Academy students to form a caroling group for the evening. This offer was not well received by the kids.
- There were additional comments made regarding the work load it takes to put on a formal concert by staff and a request by a parent to include music lessons into the sports academy curriculum.

**3.6 Birthday book club update (Admin):**

Payment online is not working for this project and there has been a delay.

**3.7 Sponsored Family from Syria- any needs? (Admin):**

Working through Holy Family parish

#### **4. Reports: 20 minutes**

##### **4.1 Principal's Report (Joan Tod/Duane Hayes)**

- Parent teacher interviews completed.
- Lots of kids participated at the Advent Mass.
- Beary Merry Christmas.
- Grade six students are headed into Dare program.
- Maker space is ready to go for Christmas around the world in the library.
- Charges have been laid against graffiti.
- Christmas break on the way.

##### **4.2 School Trustee Report (Rosaleen McEvoy)**

- Attached
- Highlights: Budget update on the website, school name selection committee, Faith retreat, Post-secondary planning

##### **4.3 Teacher's Representative (Lindsey Pratt/Michelle Lutic)**

- Div 2 swimming on the 18th.
- Coordination of teachers to incorporate the math games.
- Leadership group's focus is giving back to the community. The first part of the year is giving back to the school community. The groups are moving into the wider community in the New Year.

##### **4.4 Compassionate Friends (Lindsey Pratt/Michelle Lutic)**

- No new families in need of service.

#### **8. New Business: 0 minutes**

#### **9. Next School Council meeting – January 4, 2016**

#### **10. Meeting Adjournment: 8:29 p.m.**

**SEEALS BUDGET PLANNING September - December 2015**

as of December 6, 2015

**CASH IN BANK DECEMBER 6, 2015      \$      16,032.03**

	Expense	Revenue	Profit	2016 EXPENSES
Art Cards	\$ 2,414.21	\$ 3,567.00	\$ 1,152.79	
Back to School BBQ			\$ 267.50	
Christmas Fundraiser (Catalogue)	waiting final bill	\$ 2,006.50		
Cookie Dough	\$ 976.38	\$ 1,619.30	\$ 642.92	
Halloween Dance	\$ 1,550.00	\$ 2,519.00	\$ 969.00	
Hockey Pool		\$ 520.00	\$ 260.00	
Hot Lunch Program	\$ 12,842.97	\$ 17,777.47	\$ 3,500.00	4 remaining
Poinsettias	\$766.33	\$ 624.86	<b>-\$ 141.74</b>	
QSP Magazines	waiting	\$ 1,870.00	\$ 1,000.00	
Safeway Gift Cards			\$ 1,000.00	
Spiritwear	\$ 1,114.00	waiting	\$ 200.00	
Spring Catalogue	\$ -			
Spring Plants	\$ -			
Telus Donation and Others	\$ 100.00		\$ 100.00	
<b>TOTAL</b>			<b>\$ 8,950.47</b>	

**EXPENSES:**

Bank Charges	\$ 300.00		
Compassionate Friends	\$ 600.00		
Council and SEEALS Conferences	\$ 200.00		
Green Thumb Project			\$ 300.00
Hockey Pool	\$ 210.00		
In School Charity	\$ 500.00		
Liability Insurance			
Library Project			\$ 1,994.16
Mothers/Fathers Day Crafts (260 students @\$10)			\$ 2,600.00
Office Supplies	\$ 500.00		
Pink Shirt Day	\$ 500.00		\$ 500.00
		Spent \$606.08	
		Balance remaining	
		=\$793.92	\$ 793.92
Playground Bins/Lego (Agreed to at June 2,	\$ 1,400.00		\$ 700.00
Shrove Tuesday			
Staff Appreciation	\$ 300.00		
Xerox (copying-2014/2015)	\$ 713.58	\$ 713.58	
Classroom Enhancement	\$ 600.00		
Birthday day club	\$ 500.00		
Home Reading Div One	\$ 1,200.00		
Math Games Div Two	\$ 1,000.00		
Artist In Residence			\$1,000.00
<b>TOTAL</b>	<b>\$ 8,523.58</b>		

**NET REVENUE AND BANK LESS EXPENSES \$ 7,508.45**

Classroom enhancement to date:	need amounts for the following:		
Corene Mudryk	QSP	\$1,500.00	\$ 7,508.45
Lean Kres	Spirit Wear	\$900.00	\$ 5,300.00
Michelle Lutic	4 vendors hot lunch	\$1,600.00	
Mary Richard	Christmas Catalogues	\$1,300.00	
Kerry Fednyk			
Candace Leis		\$5,300.00	<b>\$ 2,208.45</b>
			closer to actual



*Albert Lacombe School Council  
December 7, 2015*

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

The last regular meeting of the Board was held in St. Albert at the District Office, on Monday, November 23, 2015

**ACTION ITEMS**

*The following items were presented and passed:*

Audited Financial Statement

Fall Budget Update (can be viewed on the website)

Combined 2014-15 Annual Education Results Report & 2015-18 Three  
Year Education Plan (also on the website)

Membership of School Name Selection Committee

**CONSENT ITEMS**

The Board scrutinized the following policies:

Board Policies 4 – Trustee Code of Ethics and  
Board Policy 12 – Role of the Superintendent  
No changes were made at this time.

**SCHOOL NEWS**

School News

- École Notre Dame hosted a faith retreat “Feel the Pulse” that included more than 80% of the students. The feedback received was tremendous and students are looking forward to future Retreats!
- High school students at ESSMY participated in a lesson each day during their flex in support of National Anti-Bullying Awareness week. Being informed is a positive step in creating safer schools. Grade nine students welcome Constable Avoine in for a discussion on bullying awareness.
- SACHS Skyhawks have been busy! The junior girls’ volleyball team had a great season playing in Division 1 for the first time and making it to the semi-finals. Congratulations! At the same time, senior girls who dominated the regular season took home the silver medal at the City finals and qualified for provincials at the end of the month. We wish them all the best! Skyhawk football will be in semi-final action on November 21<sup>st</sup>. Drama 20 and 30 students did a fabulous job hosting a showcase of their work called Collaborations and the Interact Club have their End Polio Now fundraiser on until November 26<sup>th</sup>.
- More than 120 grade nine students and family members attended an evening session on Post-Secondary planning. The overwhelming majority (98%) would recommend this session to others and would welcome future sessions. Thank you to District Principal, M. Lotoski and St. Albert Catholic High School for hosting this evening event.

Page

**Next Board Meeting: December 14<sup>th</sup> 2015 at Division Office.  
Submitted by: Rosaleen McEvoy**