



211 McKnight Blvd NE  
Calgary, Alberta T2E 5S7

# ONLINE MINUTES

FFCA North Middle School Council Minutes

*Date | time* Dec 6, 2023 | 6:24 pm

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Members

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## **Council**

Ummul Banin, Chair  
Zenita Lalani, Vice-Chair  
Nicole Chen, Secretary  
Connie Kimber, Parental Partnership Coordinator  
Marina Lakhani, Parental Partnership Coordinator  
Minh Banga, Fun Lunch Coordinator  
Unfilled, Community Services Coordinator

## **Staff**

Doug Lamb, Principal  
Jim Poirier, Associate Principal  
Melyssa Wink, Teacher Representative

## **Absent**

Amyna Mohammed, Fundraising Coordinator  
Sanjib Karmaker, Treasurer  
Nourchan Osman, Fun Lunch Coordinator

## **Parents**

Andrew Chu

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## Approval of Agenda

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- Agenda was not formalized

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## Approval of Minutes

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- Motion to approve the November minutes as presented

Motion – Marina

Second – Minh

- Motion to approve the November minutes as presented-carried.



Nov Council Minutes

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## Teacher Update

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Ms Melyssa Wink, Teacher Representative:

- Mr Williamson requested an update for the disbursement of funds for his Classroom Economy Project. Ummul confirmed we are prepared to provide \$100 for the project due to the limitation of campus council funds this year. Ummul also requested a question be forwarded to Mr Williamson-are parents of the class able to support the classroom economy as well? **Motion by Nicole to provide \$100 for the classroom economy project. Motion seconded by Zenita. Motion carried.**
- The bullying poster project is going well with Ms. Charles. The judging starts next week.
- Mad Science is coming in the last week of December for a Grade 5 in-class fieldtrip focused on chemistry.

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## Administration Update

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Principal's Report for Council Dec. 2023:

- Thank you for Purdy's and Hot Lunch! Organization has been smooth so far.
- Thanks for supporting the charter renewal process. Very large and positive FFCA response. Results expected in the New Year. The process has involved multiple days of working together. Marina, Sanjib, and Zen were in attendance for the focus groups for the charter renewal. Questions posed to the focus groups covered a gamete of parent, family, and student experiences across all of the campuses. Feedback centered on ensuring our students are fully funded and supported. Doug noted that NMS was well represented.
- Successful uploading of Council and Society Minutes to website.

- November saw the completion of staff Professional Growth Plan Conversations with Admin, where teachers and support staff develop and plan their own professional goals for the school year. Common themes include specifics with new grade 5/6 curriculum, inclusive classrooms, communication with families, and new electives.
- Dec 1 PD day focused on new curriculum; specifically on summative assessments and sharing of best practices between SMS and NMS. Support staff joined with staff from all other campuses for role-specific PD as well.
- Our Central-based Behaviour Assistants Mrs. Hansen Van Nesta and Ms. Acton have moved on to other FFCA campuses; will be returning in the new year.
- Term 1 report cards coming up. Pleased with how they look, ease of data entry for teachers, combination with FFCAs character reporting in LCL classes. Challenge with programming the actual report cards themselves. No plans for using the PowerSchool app.
- Weather has been fantastic!

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#### Hot Lunch Update

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- The rest of the year has been set-up.
- \$493 was raised from McDonalds. Next Hot Lunch is Boston Pizza. Campus Council will not be able to attend the Hot Lunch date on December 22nd, but admin is confident that it will be fine and we have two potential parent volunteers.
- Nourchan will be stepping back from Council. Minh indicated that she should be okay to manage the remainder of the year as she has set up the entirety of the year with Nourchan already. If somebody would like to step in we would invite them to do so. Thank you Nourchan for the work you've completed with Council and Hot Lunch!

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#### Treasurer Update

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Dec Statement of  
Operations

- See attached report
- We have a balance of \$3,689.23 and the In-Lieu account was cleared out to pay ASC Fees for this year.
- We are owed \$500 from NEE and NWE for their contributions to the BBQ-confirmed outstanding.
- We have \$300 going out for the Bullying Posters-confirmed outstanding.
- Outstanding \$100 to Ummul for a receipt-Confirmed outstanding.
- \$100 for Mr Williamson approved tonight
- We anticipate some funding for the Christmas thank you packages to staff and chocolates for neighbours/drivers (**Electronic Motion made 2023 December 1 by Nicole**)

**Chen to spend up to \$650 on all items inclusive for staff and chocolates. Motion seconded by Zenita. Motion carried)**

- Purdy's raised \$556.57
- Apples raised \$550

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Fundraising Coordinator

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- December is Purdy's. Raised \$556.57.
- Texas Donuts will be January, 2024
- Learn a Thon in February, 2024. Sanjib will look back at the outcome as we aren't sure how much it raised in the past. Doug indicated the SRC is only doing a small event that month so we could host an event. Jim shared in the past at NMS there was an event involving a test (the teacher wrote it and he organized it) and the council marked it. He noted that an electronic form submission test might be helpful and create ease of grading. We will discuss Learn-A-Thon at a future meeting.
- Move night in March, 2024.
- Talent show AGM, May, 2024. Ummul shared that the Talent Show might not be a go this year. It is not a budgeting issue, but it may not be a feasible project based on council availability. This was updated in part after Zen spoke to the Sparaq Production group. They indicated they could speak to the kids to set them up, but they wouldn't be doing all of the video work and organization. Minh asked about last year as the talent show was organized by the school. Jim shared that it was organized by the school, but there was discussion about it being a bigger event with council support. Jim and Doug will take it back to the staff to discuss for feedback. Council to think about other ideas for the AGM for engagement.
- Ummul discussed a local vendor that sends out food and item deliveries to families via a link. This is a no work project on our end. **Action Item: Ummul will send out the link for council to think about it.**

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Volunteer Coordinator/Parental Partnership

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- Purdy's: Mirina, Connie and two other volunteers are meeting together on Monday to get the Purdy's disbursement completed. Doug offered that the school could provide label lists for every student so the volunteers can pick the right label and attach it to the product. **Action Item: Doug confirmed the labels can be ready for 2:30pm on Monday. They can reach out to SRC students to help if needed**
- Discuss how we will get together to create the packages for the neighbours and school staff as we are meeting online tonight. Connie will pick up the chocolates from Minh and put together the bags for neighbours and bus drivers. Jim clarified there are 14 unique drivers associated with NMS.

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Community Partnership

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- Chocolate plan is in motion!

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## Chair Update

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- Question asked about whether we as a council should focus on the hotdog lunch (Terry Fox) or a Stampede Breakfast. Both have similar costs and different demands on volunteer times. This is also an impact on our budget and as a big ticket item we may need to focus on one and not the other. No decision to be made today. Just think about it.
- Horse and Carriage discussion. Winter fest date and cost is still to be confirmed. The meeting for the school to discuss costs and planning is tomorrow. This will be brought to the January meeting. Winterfest is hosted in February.

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## ASC (Association of School Councils) Update

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- Last meeting was December 4<sup>th</sup>. When minutes are disbursed Ummul will share same.

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## Goals (All)

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- AGM planning. To be discussed at future meetings.
- Bank balance goals-to end the year with \$9000 available. This is a conservative goal for the size of our campus, but it's not a feasible goal at the present moment. Ummul reflected that the goal is a focus on finding and providing value activities for the campus community/students. Ummul shared that a float is needed at the beginning of the year to start activities as a welcoming activity and complete payment of necessary ASC fees (\$1700 per year).

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## Adjournment/Next Meeting

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- Adjourned: 7:19pm
- Next meeting: January 8<sup>th</sup> at 6:30pm (moved forward from January 1<sup>st</sup>). Be prepared to discuss Winter Fest, Learn-A-Thon and the AGM discussion. We will move to an on-line meeting for January.