



211 McKnight Blvd NE  
Calgary, Alberta T2E 5S7

# MINUTES

## FFCA North Middle School Council Minutes

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*Date | time* October 2nd, 2023 | 6:45 pm

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### Members

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#### **Council**

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

#### **Staff**

Doug Lamb, Principal  
Jim Poirier, Associate Principal  
Ms Carolee Freeman, Teacher Representative  
Meylssa Wink, Teacher Representative

#### **Absent**

Nourchan Osman, Fun Lunch Coordinator

## Parents

Becky To

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### Approval of Agenda

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- Motion to approve the October agenda
  - Motion – Ummul
  - Second – Zenita
    - Motion to approve the October agenda as presented-carried.

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### Approval of Minutes

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- Motion to approve the September minutes as presented
  - Motion – Ummul
  - Second – Amyna
    - Motion to approve the September minutes as presented-carried.



Council Minutes Sept  
2023

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### Teacher Update

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- Ms Wink provided the updates from additional teachers:
  - One grade 7/8 teacher wanted to ask if we'd like to hear her provide an update from student electives. Yes, they can come and present.
  - Mr Williamson would like to present on the classroom economy. He will put forth a request for prizes used in the classroom economy project. Ummul provided additional information from last years' experience with a request for additional information to be provided. No motion made yet until we hear the presentation.
  - The campus counselor Ms Charles would like to present to council for funding for prizes for a bullying poster contest. Last year council funded \$275. Zenita asked for further information on the poster program. Ms Charles completes workshops in the classrooms regarding the topic prior to launching the contest. Two student teachers will also be assisting with this activity. **Action item: Have Ms Charles send the write-up and we can complete an electronic motion.**
  - There will likely be a request coming for boardgames for students to use during indoor recess. We discussed that there are likely many families who can share previously used boardgames. A request could go out to collect those games.

## Principal's Report for Council Oct. 2023

### September Events:

- Terry Fox Run (Matter of Principal from newsletter). It was a fantastic event, thank you so much! It is the biggest event at NMS for the year. It ties together our connection as one community with many campuses.
- Sports Day was last week and although successful, it isn't as big and connected as the Terry Fox run community event. The event was moved up by a day due to weather. The Pythons are now leading and there is a healthy competition ongoing for the student houses.
- Orange Shirt Day/Truth & Reconciliation. The reason why FFCA kept the day in the calendar is that our role is to teach regarding Reconciliation. Indigenous and Metis perspectives are intended to be woven into all classes. Last year there were speakers, but they will be presenting every two years to keep their voices relevant and impactful for the students.

### Athletics:

- X-Country w/Thomson, Garvey. Next meet is tonight.
- Volleyball w/Finch, Talamini, Johnson

### SIS challenges:

- Attendance, contact info affected by data transfer. There has been some communications sent out regarding the challenges with Edsby. The demographic clarifications were extensive and time intensive to ensure each student had up-to-date information.
- Parental Portal and RICOR coming up. It's been clearly communicated that this must be tested before launch to hopefully pre-mitigate any challenges. All family log-in information will be moving to RICOR. It will allow parents a more seamless experience. Report cards will be digital in the future as a result of these changes.
- PowerTeacher allows teachers to update or change their markbooks. It allows them to re-weight grades in relation to how different topics are assessed and graded depending on teacher focus and classroom perspective.

### Literacy & Numeracy screeners:

- Literacy and numeracy screeners were added for our Gr.5 & 7 population. There was a recent letter from our education minister that discussed looking K-3 reading comprehension assessments. FFCA has opted to increase the collection of norm referenced data by adding in more target groups. This data can help FFCA to target interventions and support for students to achieve in their academics.

### Gr 6 PATs and Fielding Testing:

- Grade 6s are keen to field test the new digital platform for their PATs. (This connects back to the request for Chromebooks to Casino Society). PATs dates have been received and they will finish at least a week before the end of the school year.

### Specialized Staffing:

- Inclusion Staff around the building PD are not NMS staff, but they are vitally important to our community. They will be sending a blurb to the society about who they are.
- Behavioural Assistants. There are two in this role. They each work with three students who are selected for more intensive supports in order to assure their success and the success of the class.
- Inclusions Support Teacher. We have one in this role. She works on inclusive supports for full classroom involvement as well as lesson planning that supports the overall wellbeing and functioning of the students in the class.
- Collaborative Problem Solving Team. All counselors, inclusion support teacher, and teacher reps meet with the collaborative problem-solving team for targeted certification for collaborative problem solving. They are working on creating targeted plans to support kids with challenging behaviours. One example is how to engage with a student with challenging behaviour and help them work on developing collaborative goals and strategies that address both the student's need and the teacher/staff's needs. Jim trialed some of the strategies 1:1 and found it to be helpful and impactful. Once the group learns the skills they will teach all the staff and potentially the parents as well.

Government survey re: Social Studies curriculum:

- <https://www.alberta.ca/curriculum-have-your-say> The survey is open for all input, although it's structured in a way that it may not yield the best data from families regarding what they want to see.

Coming up:

- Learning Conferences. There will be a request for a meal for the upcoming learning conferences. They will purchase and then pass on the cost ask for an electronic motion.
- October PD days on Oct 19/20. The 19<sup>th</sup> will be focused on first aid recertification. The 20<sup>th</sup> is the charter conferences and this year it will be many different sessions that will be supportive of FFCA staff learning interests.
- Remembrance day ceremony-The ceremony will be on November 3<sup>rd</sup>. All members of council are invited to attend for the VIP section.
- Zenita will send along to council the Community Education Services (CES) emails for parent learning.

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Hot Lunch Update

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- First order was completed September 29. We earned \$269 from Edo Japan orders. The cheques are delivered later. We mark-up the cost of the main meal by \$1. The drinks are not marked up. June cheque has not been received yet.
- The rest of the year has been set-up.

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Treasurer Update

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Oct Bank Statement

- See attached report
- We have a balance of \$5, 862.35
- Outstanding payments of up to \$3400 are anticipated for ASC. We are overdue \$1700 from last year and the remaining is for this year. We will pay last year's amount ASAP and then determine if we can delay this year's payment.
- We have up to \$666 from apple sales anticipated. That money will come from Central due to how the program collected funds.
- The outstanding costs from the BBQ have not been paid yet. This is for around \$1000.
- We are owed \$500 from NEE and NWE for their contributions to the BBQ

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#### Fundraising Coordinator

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- Apple fundraiser for September:
  - We do require a volunteer for Oct 11 for apple pick-up. Doug will meet with Amyna to plan for the drop-off
  - We will sign-up again for next year and try the program again with earlier notice to parents.
- Doug confirmed that the Papa Johns Fundraising dates are set by Papa Johns (as it relates to FFCA)
- Purdy's will be November 2023
  - The fundraiser will run from November 6-26
  - Delivery is December 11
  - Free fliers were arranged!
- Texas Donuts will be January, 2024
  - Glamorgan bakery will be supplied
  - \$2.50 each, about \$40 for delivery. Last year we had the delivery fee waved by picking up
  - Gluten free option will be provided
  - Cheque is preferred, 3% charge for credit card
- Learn a thon/Scavenger hunt idea for February, 2024. Amyna presented an idea for scavenger hunt ideas within the school. Zenita added we could also include the Bingo event as well. If it is SRCs month to fundraise then we can just run the event without a fundraising component. Doug confirmed SRC is doing door decorating.
- Movie-Night tentatively March, 2024.
- AGM-Talent Show in May, 2024. We can fundraise for ticket sales, snack sales, raffle, prizes. The AGM will be hosted first so parents are encouraged to stay. Zenita proposed that we could ask students to submit videos of their intended talent production. We will preview the auditions to determine the length and set-up of the show. A dry-run will be done before the AGM so we can fine-tune the show. Zen will connect with a new family who has expertise in production.

- Staff-student fundraiser-June 2024. We can fundraise by selling tickets for water balloons that can be gently launched at volunteering staff or a dunk tank (although dunk tank is unlikely due to the challenge of finding volunteers to sit in it).
- Council discussed the pancake breakfast. We will table this to January based on the outcome of fundraising efforts. Ummul asked us to consider labour and fundraising efforts between Pancake breakfast and Terry Fox BBQ.

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#### Volunteer Coordinator/Parental Partnership

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- If there are remaining apples we will donate to the community association for distribution.
- Ms Charles will reach out to the volunteer coordinators to find volunteers for Heena for girls' group.

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#### Community Partnership

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- Rakefest will be done on a smaller scale this year. The students will go out with the rakes.
- Ummul presented an idea to provide a small token of appreciation, such as a chocolate, to the community neighbours that have garages that line up in the back alley where parents pick-up/drop off and to the neighbours who are lined up where the bus zone is. We also discussed that instead of chocolates we could do cards written by students and/or small coffee cards. Motion to be made on the chocolates at another time once we know the number of homes.
- **Action Item: Admin will reach out to teachers, likely art, to request the cards to be made.**

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#### Chair Update

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- Learning conferences-we will fund a meal.
- Terry Fox Run-Thank you everyone! For learnings from next year, we found out some cultures do not eat halal meat so we do need to have a grill where the halal meat had not been on it.
- Initiative to have parents "advertise"-can this go into the year book? Admin will assess if this is a possibility. Admin also suggested we could create a database of parent led business.
- Start thinking about the Christmas plan for staff please. Last year Zen created handmade ornaments as an example.

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#### ASC (Association of School Councils) Update

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- Biggest priority is to promote a positive working relationship between the board and councils.
- The school calendar for FFCA and CBE is different, but there is a tremendous amount of planning and thought that goes into building it.

- There isn't a standardized gym strip between SMS and NMS. This is being discussed. There is also a plan to discuss how we will approach kids changing as well. There will be a robust parental engagement plan put together to get feedback solicited for this change.
- Campus communication-there is a request for more communication particularly for moving into a new campus (ex. from NEE or NWE to NMS) to alleviate stress on families who are looking for more information on the new journey into grade 5. Additional information is specifically being requested regarding how the orientation day is being run.
- The board puts out a lot of policies and families are strongly encouraged to read them to keep up-to-date and ensure we are on the same page of understanding.
- The new North high school is still slated to open in December. ASC members and campus council members will be invited to tour. The south high school remains in place.
- Charter permeance. Right now our charter has to be renewed every 15 years. The board is hoping to get permeance for our charter. FFCA remains the largest charter in Alberta.
- Council did suggest that we could float the idea of exit interviews to ASC for the future. Why do families leave FFCA? Particularly in grade 9 or 10. Admin confirmed we don't have data about why students leave.
- Campus Reports
  - SWE-they had a welcome BBQ with fewer attendees than last year. It was still well attended. They had an apple fundraiser and raised \$1500.
  - SEE-They had a year-end BBQ on June 9<sup>th</sup>. It was well received. They treated the faculty with welcome back treat from Cobbs. They also hosted a meet and mingle for Kindergarten students. They have set three-year fundraising goals.
  - SMS-Continental breakfast on orientation day and a coffee food truck.
  - SHS-They had a welcome back event on the 5<sup>th</sup>. They are currently looking at hosting a Westjet fundraiser.
  - NWE-Recently hosted their apple fundraiser and hosted a welcome back brunch for teachers. They also had a Kiss and Cry event for new Kindergarten teachers to allow parents to meet and greet. They recently distributed a diversity/cultural survey to plan culturally aware events. Marina will obtain the survey.
  - NHS-They only have a chair! No activities right now.

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#### Goals (All)

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- Create an interest for more parents being aware of council business (brainstorm ideas)- Send out Google Forms to inform/educate parents during Parent Teacher Interviews- having Teachers bringing it up to parents?
- Minutes uploaded to FFCA NMS website. Not been uploaded since January, 2023  
**Action Item-** Nicole resubmitted June minutes with the September minutes and supplied a list of Council/Society Members for the website. The member list is posted, but the minutes are still only posted to January, 2023.

- Bring back Learn-a-Thon or something more interesting-like classroom challenges etc. This could be done in May, 2024. This can be challenge with the span of ages at NMS.
- 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.

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#### Adjournment/Next Meeting

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- Adjourned: 8:49pm
- Next meeting: Tentatively November 13

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