

ECOLE DICKINSFIELD  
SCHOOL COUNCIL  
APRIL 18, 2018

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**Present:**

Michelle Preville-Hall  
Maryse Lessard  
Angela Urchyshyn  
Paul Smith

Desiree Dakin  
James Hayward  
Eugene Urchyshyn

Cheryl Oram  
Melissa Manolescu  
Erin Keca

**1. 2. Call to Order, Introductions, Agenda and Minutes:**

- a. Call to Order 6:37 p.m. (Quorum was met)
- b. Agenda and Minutes:

Motion:

**To accept April 18, 2018 Agenda with the addition of  
5.b. Hot Lunch Menu on School Website.**

Moved and Seconded:

*Mayrse and Melissa  
All in Favour*

Motion:

**To accept minutes from March 14, 2018.**

Moved and Seconded:

*Maryse and Melissa  
All in Favour*

**3. Presentation: School Budget presented by Mr. Paul Smith**

- FMPSD has an operating budget of \$85 million. \$62 million of that is used towards salaries. \$1.6 million is for contracted services such as physiotherapists, psychologists and occupational therapists. \$2 million is used for utilities. \$1.9 million for transportation and \$1 million for materials. New schools are not part of the operating budget but once they are up and running the operating costs fall under the district.
- Ecole Dickinsfield has a budget of \$3.7 million and 95% of that is spent on salaries. Breakdown is approximately as follows:
  - \$3.5 million on salaries, benefits and substitute teacher costs
  - \$73,000 for supplies and equipment
  - \$27,000 for furniture and equipment
  - \$25,000 for printing and postage
  - \$21,000 for equipment rental
  - \$17,000 for maintenance
  - \$15,000 for textbooks
  - \$13,500 for learning commons resources and miscellaneous

**4. Reports:**

**a. Principal**

- Leader in Me Road to Lighthouse meeting with Mike Sudo is April 20, 2018. The day will be spent looking at each criteria in order to become a Lighthouse School.
- Girl Power for grade 5 girls is coming up May 9<sup>th</sup> and Mega Boys for grade 5 boys is May 23.
- May 17<sup>th</sup> is Community Showcase Day. Students will show invited guests to our school all about the Leader in Me program.
- May 23<sup>rd</sup> – 25<sup>th</sup> Discover E Science and Engineering will be at our school.
- Alberta Opera's presentation of Jack and the Beanstalk is coming in May.

- Learning Through the Arts has started as an afterschool activity. Debate club and robotics will be starting up as well.
- 7 students from grades 4-6 have been chosen to go to the Regional Science Fair.

**b. PAC**

- Picture Day is coming up April 24<sup>th</sup>.
- May 4<sup>th</sup> and 6<sup>th</sup> is parent and child Paint Night Fundraiser.
- May 8<sup>th</sup> is the next PAC Meeting at 9:15am.

**c. Networks**

- Rescheduled for April 23<sup>rd</sup>.

**5. Old Business**

**a. Class List Posting for First Day of School**

- It has been decided by school Administration that teachers will be asked to email the parents/guardians of students in their class prior to the first day of school with an introduction and a welcome letter. Something relatively brief and friendly stating who the teacher is, approximately where in the school the classroom is located, and which door would be best to use. Administration will also have class lists posted outside the school but sending an email to parents beforehand can help alleviate some chaos and confusion on the first day. It is the responsibility of parents/guardians to ensure that the school has been provided with a correct and current email address.

**b. Hot Lunch Menu Posted on the Website**

- Desiree to email Kitty a sample for posting on the school website.

**6. Meeting Dates (all at 6:30 p.m.)**

- Wednesday May 16, 2018
- Wednesday June 13, 2018 (AGM)

**7. Adjourned 8:15 p.m.**

**Ongoing Items:**

	Type	Item	Person Responsible	Timeline	Completed
1.	Action	Post extracurricular activities and corresponding start dates on school website.	Administration / Erin Keca	November	Yes
2.	Action	Convert calendar to PDF for online posting.	Suman Kuar / School Council	October	Yes
3.	Action	Class list posting for first day of school.	Paul Smith / School Council	April	Yes
4.	Action	Inquire how other schools communicate class lists on first day.	School Council	February Networks Meeting	Yes
5.	Action	Sample menu of hot lunch items to be posted to the school website.	PAC (Desiree) / Erin Keca	November	Yes

6.	Action	Post list of charities on calendar, website and newsletters	Administration		Information given in November newsletter.
7.	Action	Post Hour Zero protocol information sheet to the school website.	James Hayward/Erin Keca	January	Yes
8.	Action	Parent Portal team to be available during the March Parent/Teacher interview to help parents get registered.	James Hayward/Erin Keca	March	Yes
9.	Action	Calendar subcommittee to update 2017/2018 calendar for 2018/2019. Need PDF of 2017/2018 calendar.	Paul Smith (PDF) / subcommittee to update	March – April	
10.	Tabled	Print 2018/2019 Calendar	Subcommittee	June	