

# Westbrook School

## School Council

RR#1, Cochrane, AB T4C 1A1

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**School Council Meeting  
Draft Minutes for Approval  
October 25, 2022 5:30pm**

**Call to Order 5:33pm**

In Attendance: Earl Castiglione, Hana Hooper, Judi Hunter, Wendi Napier, Mieke Wu, Amy Bieraugle, Kari McClounie, Linda Holmes, Lisa Megley

**1. Adoption of Minutes – Wendi Napier**

(??) motions to approve minutes, (??) seconds. Approved with revisions.

**2. Addendums/Approval of Agenda**

(??) motions to approve agenda, (??) seconds. Approved

**3. Principals/Teachers Report – Earl Castiglione & Hana Hooper**

Report (to be) attached.

Surplus of unspent school generated funds (approx. 10k); Earl suggests redirecting funds (10k) toward school playground in the spring. All in favor. Amy advises that funds be transferred as soon as possible because most of the grants she's applied/applying for are 'matching grants'. Also noted is that many of the potential donors have asked what we have currently in account (and who other donors were/are) The more we can show in our playground account, the better.

**Kari Motions to redirect 10k of unspent school generated funds toward funding of new playground. Wendi seconds. All in favor; motion carried.**

**4. Treasurers Report/Budget Meeting – Mieke Wu**

Nothing to report

**5. Trustee's Report – Judi Hunter**

- Newsletter and Space for Students (to be) attached
- Space for Students presentation. RVS is desperate for space as most RVS schools are at max capacity and many over capacity.
- Over capacity schools means many ancillary spaces (ie: music rooms) are being lost, instead, used as classrooms.
- 23 portables applied for last year, ZERO received.
- Approval given for new high school in Langdon however it won't be ready until 2026
- If funding is not received for new schools & portables by 2026, 500 students will be displaced.

## **Trustee's Report Cont'd**

- Asking that parents help voice the need of new schools; a sample letter will be given to school council chair at upcoming joint council meeting (October 27) so that it may be forward to parents/community members who wish to send letter to MLA's etc. Contact info for MLA's passed along as well.

### **6. FOW – Chelsea Ray**

Nothing to report

### **7. Fundraiser Review – Linda Holmes**

- Walkathon raised just over 16k; 7,069 of that was from Moms Pantry – of that, Westbrook wil receive 2-2.5k

### **8. Fair Update – Vanessa Reeves**

- Date Meeting held; date set for May 12&13.
- 20 parent volunteers will be needed at actual event

### **9. Fun Lunch – Kari McClounie**

- October 18 fun lunch was successful, despite being organized last minute (shortage of parent volunteers)
- Feedback was great
- Next lunch November 22
- Unfortunately, fun lunch will only be offered once per month due to parent volunteer shortage; 4 grade 8's helped with October 18 lunch and will likely help during future lunches.
- Linda mentions she heard many kids did not enjoy lunch from Edo.
- Kari would like to send out survey to parents in May for feedback on what vendors were enjoyed/not enjoyed.
- Kari will also reach out to Healthy Hunger to ask if other vendors can be included – ie: Dairy Queen & Tim Hortons

### **10. Playground Committee – Amy Bieraugle**

- Amy suggests having something set up for donations at school fair
- Also proposes having donation 'thermometer' signage displayed so parents/visitors have a visual of where were at with funds raised as many parents were unaware that a new playground was even in the works. Others were unaware of the 50/50 held last year. Discussions on other methods of 'advertising' fundraising efforts/events ie: facebook
- Proposes signage for playground fundraisers & donor recognition. School council members in support of this.

### **11. By Laws/Event Planning - Wendi**

- Existing By Laws say members may not remain on council for more than three consecutive years. Proposes we hold special meeting to revise this bylaw.
- Wendi would like to develop a succession plan for future members. Will be forwarding templates for positions and events so that council members (past and present) can update for School Council Succession Plan.

### **12. Roundtable Discussion – All**

Linda motions to approve funds from past school generated funds be directed toward purchase of microwaves for student use. Lisa seconds. All in favor; motion carried.

Linda also asks about purchasing a protective covering for gymnasium floor. To be looked into.

**13. Adjourn**

Adjourned 7:06pm

**Next meeting: Tuesday, November 22, 2022 5:30pm**