

**Wildwood School Council Minutes
Monday September 9, 2024**

Attendees: Heather Audet, Braydon Boulanger, Sarah Brown, Jen Dyck, Diane Jeffers, Grant Jorgenson, Erica Rae, Meredith Smith, Talecha Tobin

The meeting was called to order by Diane Jeffers at 6:33pm and a quorum was present.

Welcome and Introductions:

Diane Jeffers, President, welcomed everyone to the meeting and introductions were made.

An overview of the school council and the council society was provided. The school council is a group designed to advise the principal and CBE Board of Trustees on matters related to the school, its main goal is to enhance the education of all Wildwood students and support the team of Wildwood School. The school council is different from the school council society, whose main function is to raise funds for the school. Additional resources can be found on the Wildwood School website at <https://wildwood.cbe.ab.ca/get-involved> or reach out directly to President, Diane Jeffers wildwoodschoolcouncil@gmail.com.

Council Business:

No approval of minutes as June was an informal year end meeting and the May minutes will be approved at the AGM in 2025.

Treasurer's Report:

Year-end completed, at fiscal year-end - July 31, 2024, the ending account balance was \$22,588.90. An audit will be conducted this fall by Beth Cassell and Russ Dyck. Jen outlined budget and prior years actuals to show the comparison;

	2024/2025 budget	2023/2024 actual	2022/2023 actual	2021/2022 actual
INCOME				
Festive Foods	\$ 8,000	\$ 8,418	\$ 2,709	\$ 5,325
Kokomo	\$ 8,000	\$ 8,568	\$ 4,459	\$ 4,176
Merchandise	\$ -	\$ 4,170	\$ -	
Grade 6 Fundraising	\$ 1,500	\$ 1,865	\$ 545	\$ 720
Corporate Donations	\$ -	\$ 178	\$ -	\$ 20
West Coast Seeds Fundraising	\$ -	\$ 696	\$ -	
TOTAL INCOME	\$ 17,500	\$ 23,895	\$ 7,713	\$ 10,241
EXPENSES				
Grade 6 Grad	\$ 1,500	\$ 1,503	\$ 546	\$ 635
Kokomo	\$ 3,000	\$ 2,685	\$ 1,076	\$ 234
Merchandise	\$ -	\$ 4,690	\$ -	\$ -
Activity Day	\$ 1,200	\$ 1,162	\$ 1,246	\$ 1,933
Bank charges	\$ 5	\$ 5	\$ 65	\$ 5
Cultural Events	\$ 300	\$ 227	\$ -	\$ -
Donations	\$ -			\$ 1,500
Hospitality	\$ 2,000	\$ 1,940	\$ 1,715	\$ 1,208
Teacher Year End Gift Card	\$ 3,000	\$ 3,050	\$ 1,250	\$ 4,200
Misc School Expenses	\$ 2,000	\$ 2,228	\$ 1,619	\$ 400
Residence Artist		\$ -	\$ 6,899	\$ 5,250
TOTAL EXPENSES	\$ 13,005	\$ 17,490	\$ 14,416	\$ 15,365
NET PROFIT/(LOSS)	\$ 4,495	\$ 6,405	\$ (6,703)	\$ (5,124)

Casino fundraising took place in Q4 of 2023 and raised \$81,000. The Friends of Wildwood School Society is eligible for casino licensing again in Q4 of 2025, the specific dates are not available yet.

A question was raised regarding whether the council maintains a contingency fund. It was noted that a standard rule of practice is to maintain a balance over \$5,000. There are certain limitations imposed by the AGLC on when casino money must be spent by.

Election:

Diane Jeffers motioned to nominate and elect Sarah Brown as the Secretary of Wildwood School Council. All in Favour. Carried

Diane gave an overview of positions still needed for council, main positions needing help would be a couple of fundraisers. Highly recommend a partnership or team to do any position. Most positions are as little or as much time and energy one wants to put into council, we appreciate any and all help!

- Fundraising Committee: VACANT, note low time commitment
- Kokomo Committee: VACANT
- Traffic & Safety: VACANT
- Tasty Treats: VACANT, low time commitment coordinating treats for teachers and staff every six weeks, last year different grades were called upon to support this initiative and that worked well.

If anyone is interested in any of these positions, please reach out to the school or email the school council at wildwoodschoolcouncil@gmail.com.

School Business:

Staffing updates:

Wildwood staffed for 560 students, which is great for budget submissions at the end of September.

Kinder: 3 classes (49=17) - Ms. Meagan, Ms. Hayley (AM/PM)

Grade 1: 4 classes (95=24) - Ms. Derouin, Mrs. Volk (Zimmerman), Ms. Alonso, Mrs. Da Silva

Grade 2: (74=25) Ms. Blake, Ms. Matulionis, Ms. Hutton

Grade 3: (76=26) Mrs. Baker, Ms. Ryland, Ms. Abby

Grade 4: (75=25) Ms. Brown, Ms. Simeons, Ms. Hidalgo

Grade 5: (56=28) Mr. Smith, Mrs. Nixon

Grade 6: (80=26) Ms. Green, Mr. Buzan, Mr. Purcell

Music: Ms. Sayer

ELL/Literacy/Resource/Additional Release Time: Mrs. Nelligan, Mr. Gaukal

EES/PLP: Mr. Rob, Ms. Maya, Ms. Cassandra

Admin: Mr. J (AP) Ms. Rae (P)

Office Support: Ms. Notacker, Ms. Layale

School usage changes:

- Learning commons = PLP Class & Library
- Kids Inc. = Gym
- Gym Stage = Classroom/flex area

The Wildwoods rehabilitation project has been postponed until CBE provides the machinery needed to avoid liability concerns on CBE property (hopefully September).

The Breakfast Program (run by Mr. Rob and PLP) and Lunch Program is in full swing, grant funding from Loblaws was \$15,000 this year, which is up \$5,000 from last year.

Patrols and Choir to start soon. The Choir is honored to perform again at the Field of Crosses on Nov 6.

Afterschool Wellness by Zeal Performance will be starting this fall, an announcement will be sent out soon.

Alberta Assessments/Screeners are taking place; K-3 Screeners are not connected to curriculum and will happen in Sept, Jan & June.

Admin and Ms Sayers are looking for input into timing and presentation of Div 1, 2 and Kindy Music Celebrations this year.

October, November and December council meetings will have Teacher presentations.

Admin has asked teachers to organize their field trips (one prior & one after winter break). Teachers have also been encouraged to find walk and sit spots, within the parameters of walking field trip zones, and include class subject engagement, i.e. art, tech, science.

A conversation took place about a \$25,000 upgrade to the Gymnasium Audio System.

A discussion ensued about Wildwood School's aging playground structure (2-5 year projection), committee start up should begin soon.

Proposed expenses from School:

WSC funds:

A motion was made to approve up to \$1,350 for Conference Meals for staff (3/year). Diane Jeffers, Seconded by Heather Audet. All in Favour.

A motion was made to approve \$2,559.38 for a Cricket Residence. Diane Jeffers, Seconded by Talecha Tobin. All in Favour.

A motion was made to approve up to \$300 for two Coffee Socials (October & December). Diane Jeffers, Seconded by Jenn Dyck. All in Favour.

FWSS funds to be voted on in Society meeting:

Art Supplies: \$5,000/year

Phys Ed:\$10,000/year

Regulation Materials: \$1,500/year

Field trip Bussing: \$10,800/year includes Choir Remembrance day

Tech Cart & Camera: \$5,000

Library: \$3,000/year

Laminator: \$5,000

With no further business the meeting was adjourned at 7:40 pm.

NEXT MEETING: Tuesday October 15th, 2024 6:30pm

Minutes prepared by S.Brown, Secretary: _____(Signature)

Approved by _____: _____(Signature)

**Wildwood School Council Minutes
Tuesday September 10, 2024**

Attendees: Heather Audet, Sarah Brown, Jen Dyck, Diane Jeffers, Chelsey Morton, Erica Rae, Meredith Smith, Talecha Tobin

This email meeting was initiated to facilitate the election of Lauren Case to the position of Co-Vice Chair for both the Wildwood School Council and Friends of Wildwood School Society. This election is necessary to grant her signing authority as stipulated in the bylaws, which prevent the election of members in their absence. The email vote was initiated to expedite the process of establishing signing authority for the Chair, one Vice Chair, and the Treasurer, as currently, only one signing authority (the Chair) exists.

Discussion Points

Nomination:

Lauren Case submitted the following nomination:

"I, Lauren Case, nominate myself to the position of Vice Chair of Wildwood School Council and Friends of Wildwood School Society for the 2024/25 school year."

Following Lauren's self-nomination, an email approval process was initiated to formalize her election.

Motion for Election:

Diane Jeffers motioned to elect Lauren Case as the Vice Chair of Wildwood School Council and Friends of Wildwood School Society for the 2024/2025 school year.

Members were requested to reply all to indicate their approval of this motion. The motion to elect Lauren Case as Co-Vice Chair was unanimously approved by all members in attendance.

It was noted that Chelsey Morton will also need to be elected as Co-Vice Chair at the next scheduled meeting.

With no further business the meeting was adjourned at 1:53PM on September 15, 2024.

Minutes prepared by S.Brown, Secretary: _____(Signature)

Approved by _____: _____(Signature)