

Agenda	Discussion Summary	Action/Decision
1. Welcome and Call Meeting to Order Jackie McDougall	Welcome and call to order at 7:15	
2. Approval of Minutes Jackie McDougall	February 2019 minutes approved.	
3. Approval of Agenda Jackie McDougall	May 13, 2019 agenda approved.	
4. President Report Tim Carlson	<ul style="list-style-type: none"> - Thanks to the SOCA board for the commitment over the first the first year of the board. - A big thanks to Jacqueline McDougall and Jytte Maleski for all their hard work on the board and will be leaving as their children will be graduating this year. - Approval for flexible leaning environment including We have identified the key aspects of each of our five areas that we are refurbishing next year Student desks and chairs Teacher desks and chairs Comfortable soft seating areas Storage Extras - Recognition nights for all Grades including grad on May 31, 19. - SCOCA survey to be sent through Survey Monkey. 	
5. President's Report Jackie McDougall	<p>It was just under one year ago that the School Council for Calgary Academy or SCOCA was initially established and, I feel that, in our first year, we have managed to accomplish a great deal.</p> <p>Before I continue though, I would like to introduce the elected members for SCOCA, who have really provided so much inspiration and feedback, and who have contributed so much of their time and talents to make this an effective school council. Jytte Maleski is the Assistant Chair, Carolyn Whitelaw and Shannyn De Kruffyff are the Volunteer Coordinators, Ken Bews is the Secretary and John Johnson is a Director at Large.</p> <p>Together, the SCOCA Executive met regularly throughout the course of the year along with Principal Tim Carlson. One of the initial tasks we completed was to develop a Purpose Statement, which is as follows: The Calgary Academy School Council acts to facilitate communication among all educational stakeholders including parents, students, school administrators, teachers and staff to enhance the school community and the educational experience of all students.</p>	

	<p>School Council fulfills its purpose by providing feedback to school administrators; identifying, initiating and supporting activities that are beneficial to student education and development; informing parents about important issues affecting the school; and by involving parent and community members to support the school through discussion, volunteering and other avenues.</p> <p>The school council will conduct itself according to the REACH values of Calgary Academy, with members acting in good faith and modeling high standards of ethics, integrity and character.</p> <p>So, our first purpose was that we wanted to facilitate open communication between the school administration and the parents and this became a big focus for us. We accomplished this through a number of different communication avenues; we had regular reports from the principal at all SCOCA meetings, we hosted a blog on the CA website, we posted minutes of each SCOCA meeting on the CA website and we sent out emails to families periodically to let them know what was going on at SCOCA. It was certainly at the SCOCA meetings where major announcements and breaking news was released. It was here at the SCOCA meetings that parents first heard about the launch of the new CA website, about the introduction of a kindergarten class to the CA community, about the APORI results, and about some significant changes to the schedule for the upcoming school year. To further promote good communication, SCOCA hosted a number of other speakers. For example, we heard from Mr. Aaron Lane, the president of CAPA, who identified some potential fundraising opportunities. We also hosted multiple presenters from the Learning and Innovation Committee and heard about interesting learning supports through state of the art supportive technology. We additionally hosted Ms. Jessica Richmond on behalf of the Facilities Design Committee, and saw the new redevelopment Master plans unveiled for the first time! It was a really exciting evening to see blueprints and the design plans for the first time and to be able to provide some feedback on those plans.</p> <p>The second purpose that we identified was that we wanted to initiate activities that would be beneficial to students and which would enhance their educational experience. To that end, we developed a volunteer roster, which continued to grow throughout the course of the year. We hosted orientation sessions for volunteers, we established</p>	
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	<p>a volunteer handbook which is available on the Calgary Academy website, we established a contract of confidentiality for our volunteers, and we also instituted police clearance for all volunteers. Being able to establish a volunteer base was probably the area where SCOCA had its biggest impact. We had volunteers in many different activities, such as at Dig Pink and the Terry Fox run; volunteers helped with scribing, with the drama production, with decorating bulletin boards, and with going on fieldtrips.</p> <p>Additionally, SCOCA initiated the Teacher Appreciation meals, which were hosted during Parent-Teacher Interviews, and where home-cooked meals were provided by our generous volunteers. We felt that this provided an opportunity to thank all our hard-working teachers for all that they do to support, encourage and challenge our children to become the best that they can be. Our dedicated volunteers were recently recognized at the recent Volunteer Tea, held last week.</p> <p>Looking to our future, one of SCOCA’s primary goals is to continue to engage more parents. We certainly welcome your emails, we encourage you to attend the SCOCA meetings, and we invite you to consider becoming a member of the Executive if you want to contribute a little more to the Calgary Academy community. It is a great way to be involved at Calgary Academy and a great way to be involved in your child’s education.</p> <p>Finally, in closing, I would like to say a few thank you’s. Thanks to those individuals who have stepped up and volunteered their time to serve on School Council next year. I know you will find it to be a rewarding experience. Thank you to Sarah Hoag and Keith Madge who did a lot of the ground work in establishing SCOCA in its very early days last school year and for continuing their involvement in some of the organizational details. I would like to thank Christine Giles, for sharing her vast experience during the Volunteer Orientation evenings. I would like to thank all the SCOCA school reps for volunteering their time and providing feedback during SCOCA meetings. Thanks to Khobe Clark, who is the President of the Student Council and who kept us updated from the student’s perspective. I would additionally like to thank Lindsey Meredith who helped so much with all the technical aspects, from posting our blogs on the website to designing our logo. I would certainly like to thank Tim Carlson, who really worked</p>	
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	<p>collaboratively with the rest of the SCOCA Executive. He was always available for discussion; he was supportive, encouraging and transparent. I especially would like to thank the other members of the Executive team. They provided so much input, guidance, brainstorming, insight, and laughter. I have certainly found this year to be rewarding and informative and have appreciated the opportunity to work with all of you and to be able to have a “front row seat” in the activities at Calgary Academy. Thank you.</p>	
<p>6. Volunteer Report Carolyn Whitelaw Shannyn de Kruyff</p>	<p>-2018/2019 Objective: To establish a parent volunteer data base and provide hands on support to CA teachers on a variety of tasks, create a teacher appreciation initiative and further promote a sense of community among CA families and CA team</p> <p>SOCA Volunteers Databases: 51 parents registered. Many with police clearance are now confirmed.</p> <p>Volunteer opportunities offered to parent volunteers this year included.</p> <ul style="list-style-type: none"> -Scribing -Bulletin Board Design and Decorating -Drama Department -Dig Pink Volleyball Tournament -Track and Field events-food donations and set up -New Parent Orientation -Grad -Terry fox run. <p>3 Teacher Teacher Appreciation Events</p> <p>Thanks to the generous donations of the CA families, over 80 teachers and CA staff were treated to two dinners and one lunch all coinciding with parent teacher interview days. Themes included Italian Spaghetti and Meatballs, Chili Championship and International Pot luck.</p>	
<p>7. By law Changes</p>	<p>Whereas the School Council Executive has recognized the need to amend the following Bylaws, the School Council of Calgary Academy hereby approves by a resolution passed by a 2/3rd majority vote at an annual general meeting</p> <p>BE IT RESOLVED by a 2/3rd majority vote of the SCHOOL COUNCIL OF CALGARY ACADEMY that the School Council Executive hereby repeal the previous bylaws and approves the following bylaws to read:</p> <p style="text-align: center;">4.2 The positions of Chair, Vice-Chair, Secretary, Director at Large and Volunteer Coordinator(s) must be</p>	

	<p>filled by, and elected by, parents and/or legal guardians of students enrolled at Calgary Academy. The term of office shall run from the Annual General Meeting (AGM) to the end of that school year if the member is not returning, or until election at the next AGM. If the member wishes to serve for an additional year and no other nominees are received pursuant to s. 6.1, then the member shall remain in office until election at the AGM the following year. Motion approved</p> <p>6.1 Candidates for parent members of the school council may be nominated to the chairperson or principal. Nominations shall be submitted to the principal between April 15th and one week prior to the School Council of Calgary Academy Annual General Meeting. Motion approved</p> <p>11.3 The School Council Executive will meet a minimum of six times during the school year prior to the School Council of Calgary Academy meetings. The School Council of Calgary Academy will meet a minimum of six times during the school year, with the first meeting being held before September 30th. Whereas the School Council Executive has recognized the need to amend the following Bylaws, the School Council of Calgary Academy hereby approves by a resolution passed by a 2/3rd majority vote at an annual general meeting. Motion approved</p> <p style="text-align: center;">BE IT RESOLVED by a 2/3rd majority vote of the SCHOOL COUNCIL OF CALGARY ACADEMY that the School Council Executive hereby repeal the previous bylaws and approves the following bylaws to read:</p> <p>4.2 The positions of Chair, Vice-Chair, Secretary, Director at Large and Volunteer Coordinator(s) must be filled by, and elected by, parents and/or legal guardians of students enrolled at Calgary Academy. The term of office shall run from the Annual General Meeting (AGM) to the end of that school year if the member is not returning, or until election at the next AGM. If the member wishes to serve for an additional year and no other nominees are received pursuant to s. 6.1, then the member shall remain in office until election at the AGM the following year.</p> <p>6.1 Candidates for parent members of the school council may be nominated to the chairperson or principal. Nominations shall be submitted to the principal between</p>	
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8. Presentation by CAPA Carla Neumier/Natalie Kowalenko	<ul style="list-style-type: none"> - Purpose is to fund Casino in July - 30 kids have been funded for bursaries and 3 for Scholarships this year. - New board of directors for CAPA 	
9. Review of Executive Roles Tim Carlson	<p>-Chair: Call and chair meetings; Determine agenda items and meeting dates in consultation with the Principal. Follow school council bylaws; Be familiar with all School Council roles and responsibilities; Ensure regular communication occurs with the school community in consultation with the Principal and Communication Lead; Solicit input from all members; and Complete and submit a year-end report by May of each year to the Board of Governors.</p> <p>-Vice Chair Acts in the absence of the Chair and shall have the powers of the Chair when so acting; Assists the Chair, when possible, in a variety of duties; and Promotes teamwork and assists the Chair in the smooth running of meetings.</p> <p>Secretary On the direction of the Chair/Principal, notifies the school community of meetings and activities; Records minutes at all meetings and distributes same to the Chair and Principal for review prior to the next meeting; Prepares the ratified minutes for the school council meetings; and through the Principal, posts on website; Maintains all files and minutes for archives and for audit purposes;</p>	

	<p>Maintains all files and minutes for incoming Secretary; and Performs other related duties.</p> <p>Volunteer Coordinator In conjunction with the staff representatives, will be in charge of finding volunteers when needed and coordinating their efforts.</p> <p>Director at Large Supports the Executive in a variety of roles as the Executive sees fit</p> <p>- Those standing for election: Shannyn De Kruff Carolyn Whitelaw John Johnson Ken Bews Pritha Kalar Elliot Geskin</p>	
10. Meeting Adjournment and Next Meeting	<ul style="list-style-type: none"> - Adjournment at 8:15 pm - Next meeting TBD. 	