

Agenda Item	Summary of Discussion	Action Item
<b>1. Welcome to Everyone and Call Meeting to Order</b> <b>Jackie McDougall (Chair)</b>	Welcome and call to order at 7:00 pm. Thank you to everyone for attending this inaugural meeting of the Calgary Academy School Council.	
<b>2. Introduction of School Council Executive</b> <b>Jackie McDougall (Chair)</b>	Chair: Jackie McDougall Vice Chair: Jytte Maleski Secretary: Ken Bews Volunteer Coordinators: Shannyn de Kruff and Carolyn Whitelaw Director at Large: John Johnson	
<b>3. Approval of Agenda</b> <b>Jackie McDougall (Chair)</b>	The agenda for future School Council Meetings will be available on the website approximately 1 week prior to council meetings.	
<b>4. Presentation of School Council Bylaws</b> <b>Jackie McDougall (Chair)</b>	Background on the inception of a School Council at Calgary Academy: The School Council has come about because of two key initiatives <ol style="list-style-type: none"> <li>1. Alberta Education has mandated that all schools should have School Councils, to act in an advisory capacity to the principal.</li> <li>2. A series of Stakeholder Engagement meetings were held during the 2017-2018 school year at Calgary Academy, involving teachers, administration, students, and parents. Through this collaboration, considerable feedback was received highlighting the desire of many parents to be more involved in their children’s education. It was determined that establishing a School Council would provide opportunities for increased parental involvement.</li> </ol> The School Council Executive would like to acknowledge Sarah Hoag and Keith Madge for their considerable contributions to the Stakeholder Engagement Committee and the initiation of Calgary Academy School Council.  Key points of the Calgary Academy School Council Bylaws: <ol style="list-style-type: none"> <li>1. MEMBERSHIP. Members of School Council include the following:               <ul style="list-style-type: none"> <li>• “General Members” – include all parents, custodians or guardians whose children are enrolled at Calgary Academy.</li> </ul> </li> </ol>	Members can consult the bylaws on the CA website.

	<ul style="list-style-type: none"> <li>• “Executive Members” – include elected positions such as Chair, Vice-Chair, Secretary, Volunteer Coordinator, etc. These positions are elected during the Calgary Academy School Council Elections AGM, which will generally occur in May.</li> <li>• “Associate Members” – include the Principal and Calgary Academy Staff. These members do not hold voting rights.</li> </ul> <p>2. PROCESS. It is anticipated that most issues will be discussed, and agreement will be achieved by consensus. “Consensus” in this setting means collaborative and respectful discussion in which creative resolution or agreement can be attained, so that decisions can be supported by all members. If consensus is not possible, the Executive Members other than the Chair will vote to determine the course of action. The Chair will cast a deciding vote only if necessary.</p>	
<p><b>3. Purpose Statement</b>   <b>Jackie McDougall (Chair)</b></p>	<ul style="list-style-type: none"> <li>• Calgary Academy School Council exists to facilitate open communication and transparency among the various stakeholders: parents, teachers, school administrators, and students.</li> <li>• Our goal is to enhance the educational experience of each student. We may do so by means such as providing feedback to administration, by identifying and initiating special projects which are beneficial for student development, by acting as a conduit for communication between the school and parents, and by establishing a strategy to engage parents in volunteer roles.</li> <li>• Members of Calgary Academy School Council will conduct themselves according to the REACH values of respect, enthusiasm, altruism, commitment and honesty. Members are expected to act in good faith and model high standards of ethics, integrity and character.</li> </ul>	
<p><b>4. Reports</b></p>	<p>Report from Principal - Mr. Tim Carlson</p> <ul style="list-style-type: none"> <li>• Thanks to Sarah Hoag, Keith Madge, Jill Rogers, Keeley Chow and the Stakeholder Engagement Committee for initiating the School Council.</li> <li>• School has gotten off to a great start with a successful Fall Welcome event and the beginning of class retreats.</li> <li>• The retreat structure will be reviewed to find the best ways of meeting our needs for bonding and our goals for cross curricular projects.</li> </ul>	

	<ul style="list-style-type: none"> <li>• The school has grown by 152 students to a total of 529 students this year. With a 15% growth of students comes an increased need for staffing; the best and brightest have been recruited and started a week early this summer to begin their new staff training, which will continue throughout their first 2 years.</li> <li>• A comprehensive family handbook has been developed as a quick reference guide to all things CA.</li> <li>• Alberta Education supplements tuition costs at CA, thus, certain expectations must be met (e.g., policy or financial). Alberta Ed required a Safe, Welcoming, Caring and Respectful School Environment, and so CA has developed a policy, which is available on the website.</li> <li>• A Three-Year Plan and Annual Education Results Report will be presented to Alberta Ed in the fall. Last year's report is on the CA website. The new report, which is under development, will be brought to the Council in the next few meetings for information. These reports will help drive CA's growth and work in tandem with the Strategic Plan</li> </ul> <p>Report from President and CEO - Dr. Greg Bass:</p> <ul style="list-style-type: none"> <li>• Three-Year Strategic Plan for 2018 to 2021 was presented</li> </ul> <p>Report from Volunteer Coordinator - Shannyn de Kruyff and Carolyn Whitelaw:</p> <ul style="list-style-type: none"> <li>• We will be looking for parents that are looking at volunteering in various areas, e.g., school events, athletics and all things that school staff has identified.</li> <li>• We will be assisting volunteers with logistics, such as police checks, and hope to set up a website to connect volunteers with identified interests and requests from staff.</li> </ul> <p>Scheduled dates for future school council meetings:</p> <ul style="list-style-type: none"> <li>• October 15, 2018</li> <li>• November 19, 2018</li> <li>• January 21, 2019</li> <li>• February 25, 2019</li> <li>• May 13, 2019 - AGM</li> </ul>	<p>Your additions to the family handbook are welcome:  <a href="http://www.calgaryacademy.com/handbook">www.calgaryacademy.com/handbook</a></p> <p>The Strategic Plan is available on the CA website.</p> <p>Any volunteer related questions:  <a href="mailto:volunteers@calgaryacademy.com">volunteers@calgaryacademy.com</a></p>
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<p><b>5. Q &amp; A, Upcoming Events and Adjournment</b></p>	<ul style="list-style-type: none"> <li>• Question and answer session</li> <li>• Next Meeting Date: October 15th, 2018</li> <li>• Future Agenda Item: Student Council Report</li> <li>• If you have some input for School Council, please contact us by email.</li> <li>• Thanks to all in attendance, to Mr. Carlson and Dr. Bass for their informative presentations, to the volunteers who have set up the room, and to our volunteer babysitters.</li> <li>• Adjournment at 7:54 pm</li> </ul>	<p>Any input into School Council:  <a href="mailto:schoolcouncil@calgaryacademy.com">schoolcouncil@calgaryacademy.com</a></p>
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