CHHS Parent Council AGM Minutes
September 23, 2024/6:30 PM
ROOM: CHHS Learning Commons

Attendees:

Shivi Thusoo, Mari Decker, Jason Ngon Le, Bao Hong Tran, Justin Thompson, Melanie Dugger, Melanie MacDonald, Karen Lloyd, Joanna Gostola, Allison Colpitts, Tracey Vincent, Brian Deschamps, Ted Bahr, Linden Achen, Sandy McGrath, Sonya McGrath, Beth Reinhart, Lisa Makinen, Jon Savary, Scott Fulton, Joel Leavitt, Sandra Kam, Pam Smid, Angela Ng.

1. Meeting called to Order @ 6:35pm
    a. Introductions of new members and attendees

2. Approval of June 2024 Minutes
    a. Beth Reinhart motioned to approve, 2nd by Ted Bahr.
        i. Motion passed.

3. Additions / Approval of the Agenda
    a. Additional items added to the agenda
        i. Key Communicator Role – Sandra
        ii. Funding Updates – Joel
    b. Justin Thompson motioned to approve the agenda with additional items, 2nd by Melanie MacDonald.
        i. Motion passed.

4. Reports:
    a. <u>Principal Report</u>
        i. Joel identified that the Learning Commons construction and loud fans were the result of a flood that occurred during a rainstorm. Repairs and remediation are underway
        ii. Opening of the school year has been excellent with no major issues to report. The staff all agree that this has been a positive beginning to the school year. Theories include problematic students moving out of the school, Grade 10s the first year of students that had a Covid free Junior High experience and are more prepared students, there is no ambiguity about what lies ahead for the year.
        iii. Ministerial Cell Phone Ban – this is likely the biggest factor influencing a positive school environment. Admin, staff, and students all agree that this has been a benefit to the school. Students are not using their phone to coordinate meetings outside of the classroom. There is a quota of one student per class in the hallway and they need to check their phone before leaving the classroom. This has had a serious reduction in negative behaviours and congregation of students outside of class.

        iv. Safety around the school has been very secure. The traffic calming measures have had an impact and speed around the school has been reduced.
        v. Police/SRO – has been on site and agrees that the school is in a good place. They are not issuing tickets or dealing with issues on their visits. They have been able to contribute to building positive rapport with students.
        vi. June Teacher Appreciation – Joel expressed a sincere thank you on behalf of the staff for the event that took place on the last day of school. It allowed the staff to finish the year on a high and had a big impact.
        vii. School budget update – the school is in a poor financial standing. As the overflow school for Western and North Trail High School they had planned/budgeted for 400 extra students. The predictions were incorrect related to a decline students moving into the CBE and we are done by 70 students. This reduction amounts to a lack of funding for approximately 4 teachers. Contingency plans are in place to support the staffing levels, class configurations for semester 1. This will need to change for semester 2 and we can expect larger class sizes in semester 2. We will be updated on this in future meetings.
        viii. School number – current population sits at 1596.
    b. <u>Chair Report</u>
        i. Sandra Kam provided a report on the Council activities of the 2023/24 school year. This has been provided to the CBE as part of required reporting. We hope to continue the momentum that was started last year. A copy of the report is attached.
    c. <u>Finance Report</u>
        i. Tracy Vincent provided the report of the 2023/2024 year-end financial statements that were also shared at the June 2024 meeting. A copy of the financial report is attached to the minutes.

5. Review of Proposed Bylaws
    a. Sandra presented on the updated and revised Bylaws that had been previously shared for review. Kelly Charlebois, former Vice Chair, completed the review and updated the Bylaws over the summer. This brought the Council Bylaws up to date with ASCA and ensured language was current and updated.
    b. There was a discussion about the identified roles on the Council and it was recommended that the treasurer role should be included as part of the executive.
    c. Sandra motioned to approve the Bylaws as presented with the addition of the treasurer role. 2nd by Beth Reinhart.
        i. Motion passed.

6. Executive Positions Elections
    a. <u>Chair</u> - Sandra Kam
        i. Sandra was nominated by Justin Thompson, 2nd by Allison Colpitts.
        ii. Nomination passed.
    b. <u>Vice Chair</u> – Allison Colpitts
        i. Allison Colpitts was nominated by Sandra Kam, 2nd by Mel MacDonald.
        ii. Nomination passed.
    c. <u>Secretary</u> – Sandy McGrath
        i. Pam nominated Sandy McGrath, 2nd by Beth Reinhart.
        ii. Nomination passed.
    d. <u>Treasurer</u> - Tracey Vincent
        i. Tracy was nominated by Allison Colpitts, 2nd by Sandra Kam.
        ii. Nomination passed.

e. Casino - Janni Zemp
    i. Janni was nominated by Sandra Kam, 2nd by Mel MacDonald.
    ii. Nomination passed.
f. Key Communicator – Sandy McGrath
    i. Sandy McGrath was nominated by Melanie MacDonald, 2nd by Allison Colpitts.
    ii. Nomination passed.
g. Fundraiser Coordinator – Beth Reinhart
    i. Beth was nominated by Sandra, 2nd by Melanie MacDonald.
    ii. Nomination passed.
h. Events Coordinator – Sonya McGrath
    i. Sandy was nominated by Pam, 2nd by Beth Reinhart.
    ii. Nomination passed.

7. Funding Update – Joel Leavitt
    a. Joel informed us that the CBE will be funding computers next school year as part of their regular program. If we were to provide computers, which we had agreed to fund this year, the school funding would not be available. He suggested we pull back our funding and wait for the school board to provide the computer funding. This would allow us to spend money on another need at the school. The funding that the School Council had approved was for both computers and a cart. He is asking to scroll back the funding for computers and that we still purchase the cart. He also discussed that the school could use the money towards the purchase of smart boards.
    b. There was discussion around how this should be handled, and it was suggested that the discussion of the money allocation be moved to the School Council meeting and Joel was asked to provide a wish list at the next meeting so the regular process of funding could take place. It was also suggested that the full funding (computer and carts) be pulled back and not just the computer portion as the cart does not hold a purpose until the computers arrive.
    c. Pam motioned to pull back the full $16,000 funding to the school, 2nd by Brian.
        i. Motion passed.

8. Next Meeting: October 28, 2024

9. Motion to adjourn – 7:49pm