

**Banff Elementary School Council**  
**Annual General Meeting**

**Wednesday, May 20<sup>th</sup>, 2020**

**Google Meet – special circumstances apply**

**Social distancing regulations in effect due to Covid-19.**



**MINUTES**

1. Call to order 3:48 pm & Introductions of new staff members

Nadine Trottier – currently Principal at Lawrence Grassi Middle School - New Principal at BES for fall of 2020.

Jody Keon – currently Assistant Principal at Exshaw School - New Assistant Principal. Originally started and did her practicum in Banff. Has worked as VP at Exshaw for past 5 years. Looking forward to coming back to Banff. Debbie, Nadine, and Jody have all known each other for many years.

2. Attendees: David Shackleton, Samantha Frey, Mike Shoemaker, Shawn Carr, Debbie McKibbon, Holly Wilkinson, Allyson Vanimpe, Nadine Trottier, Jody Keon, Sue Hughes, Kristen McCutcheon, Kelsie Lambert, Anne-Marie Puccini, James Gonzales, Heidie Samson, Mary Grace Solomon, Deb Cavanaugh.

3. Approval of AGM Agenda

Motion to approve Samantha Frey, 2<sup>nd</sup> by Anne-Marie Puccini

4. Approval of minutes from last year's AGM on May 15<sup>th</sup>, 2019

Motion to approve Kelsie Lambert, 2<sup>nd</sup> by Sue Hughes

4. Reports

a. Chair report – David Shackleton.

It's been an amazing year with the smooth transition into the beautiful, practical new school buildings, the new playground, and later in the year with the COVID-19 crisis seeing so much spirit, care and resilience from the teachers and leadership of the school. The students have thrived, despite the challenging conditions and a fun, caring teaching and learning environment has been maintained.

Throughout the year, I've been fortunate to connect with many members of the school community - the students, parents, teaching staff, the school leadership, the Canadian Rockies School Board, School Councils' Association (ASCA), staff from the Outdoor Learning Centre, and the wider community that supports the school – ID9 Council, Town of Banff staff, etc.

The old bylaws were completely rewritten and new 'Standard Operating Procedures' were registered in January for the Council, which also changed its registered name from "Banff Kindergarten Liaison Advisory Committee" to the more familiar "Banff Elementary School Council".

A new private Facebook group was set up in March to encourage communication, and now has just over 100 members.

Sponsorship has continued from various sources and this will continue to be a significant area of focus going forward.

We are excited that Debbie is moving on to become Director of Learning and Innovation with the Canadian Rockies School Division; we sincerely thank her for her tireless work at BES and wish her all the very best in her new role.

We're also excited to welcome new Principal Nadine Trottier, currently Principal at Lawrence Grassi Middle School, and look forward to working with her from later in the summer.

b. Principal's report – Debbie McKibbin.

What a wonderful year in our new school (up to March 13)! Staff, students and families all contribute to the warm and caring feeling, not to mention sharing a passion for learning.

- Our Grand Opening took place September 16, 2019, with Education Minister Adriana LaGrange, Minister of Infrastructure Prasad Panda, and MLA Miranda Rosin in attendance. What an exciting event for our students, parents, community members and staff! In retrospect, it worked out well to schedule it at the beginning of the year.
- Teachers have been consistently working on improving their practice through a focus on improving formative assessment strategies to strengthen learning for all students. Professional learning occurs at the district and school levels, including professional learning Friday afternoons, Response to Intervention (RTI) Mon-Thurs mornings, and weekly common collaboration times.
- Outdoor pursuits - thank you to the many generous supporters, the BES Outdoor Pursuits provides affordable opportunities for all BES students to partake in a variety of outdoor activities (including canoeing for Gr. 8).
- Nature Explorers - this is the sixth year of a full NE program (it began in September 2014) which supports a strong connection to the classroom, the curriculum and the Teacher Effectiveness Framework. A huge thank you to ID9, the Pauw Foundation and School Council for your ongoing support of this program.
- New this year is our School and Family Wellness Worker. The Pauw Foundation supports this role. Ms. Van Impe surveyed every student from Gr. 7-12 and had begun a second round when classes were cancelled. The data she collected through student voice has informed many of our decisions. She has been integral in supporting individual students and families. She has continued to play an essential role during this pandemic.

- RFTS - continues to play an integral role in our school. Provincially, RFTS has shifted focus to provide consistent universal strategies across the province.
- Hot Lunch - we loved seeing parents every Tuesday and Thursday serve lunch to very appreciative students and staff!
- Noon hour Clubs and intramurals - included Games Club, Choir, Tea Club, Science Club, Writing club (including the production of the 'Cubs Chronicles'; our local school paper), Art Club, Sphero Club, Green Club, Math Club, Gr. 8 Leadership, Student Council, Tech Club, GSA Club, Creativity Club, Soul Warmers, and Drama Club.
- Before School Care - CRPS initiated and financially supports this program at BES to support families who need childcare before school. It is a free to all families and has grown to 40 students each morning
- Mountain Readers continues to be a strong program, providing extra reading opportunities for many students
- Our Christmas concert for Gr. 1-6 was held in the gym for the first time due to the renovation at the Banff Centre. The Gr. 7 & 8's performed some lively tunes for our school assembly the last week of school before the Christmas break
- New playgrounds were successfully installed this year!
- Our year is concluding with distance learning due to the pandemic. Teachers, students and parents have all shown resilience, flexibility and creativity in this new learning environment
- Thank you to each and every one of you. I was made to feel immediately welcome the moment I arrived 5 years ago. I have loved every minute of my time at Banff Elementary School and will miss the students and families tremendously.

c. Treasurer report – Holly Wilkinson

*Approval of the final 2018/19 Financial Statement as at year end June 30, 2019.*

This was the year that we turned over funds for the playground to BES. Report shows a loss, however the grant funds were shuffled over to BES to collect and distribute so items that appeared in this budget did not go through our books. Balance sheet is \$53,467.13 in our general account and GIC investment of \$25,000. Motion to approve financial statements presented made by Shawn Carr, 2<sup>nd</sup> Kristen McCutcheon.

*Appoint an auditor of the 2018/19 Financials and have financials reviewed.*

Kristen McCutcheon audited the financials and found no issues.

*Appoint an auditor for the 2019/2020 Financials.*

Kristen McCutcheon has offered to do them again.

*Approve the 2020/21 Budget.*

Holly has budgeted based on a normal school year which we are hopeful for this fall, but we can revisit and adjust the budget based on updated information as it comes in. She has slightly decreased the goal of revenue from the hot lunch program to account for no price increases

anticipated. Nature explorers - nothing was spent last year on the program above and beyond salary, and very little this year. As such this line item has been adjusted down for next year. This budget looks similar to our 2019/2020 budget. Motion to approve 2020/2021 budget: Samantha Frey, 2<sup>nd</sup> by Kelsie Lambert.

#### 5. Election of Officers

Currently filled positions are Chair (Dave Shackleton), Treasurer (Holly Wilkinson), Secretary (Samantha Frey), and past Chair (Shawn Carr).

No nominations were made for Vice Chair at this time. Try to recruit someone in the fall as we return to classes. Deb Cavanaugh suggests creating a newbie position for kindie parent representative. Kristin has a child entering kindergarten this year and will try to encourage active representation. Anne Marie has offered to assist with new kindie parent communication regarding joining school council.

#### 6. Other items

7. Next meeting: Regular Meeting June 17<sup>th</sup>, 3:30 pm, Google Meet unless otherwise arranged

#### 8. Adjourn 4:36

### 2020/2021 Board Members

#### **Chair**

David Shackleton                      P.O. Box 298, Banff, AB, T1L 1A4                      403-818-3376

#### **Past Chair**

Shawn Carr                                      P.O. Box 3662, Banff, AB, T1L 1E2                      403-762-3372

#### **Vice Chair**

Vacant

#### **Treasurer**

Holly Wilkinson                      P.O. Box 1534, Banff, AB T1L 1B5                      403-760-5673

#### **Secretary**

Samantha Frey                                      P.O. Box 698, Banff, AB, T1L 1A7                      403-763-3457

#### **Members at Large** (regular attendees)

Kelsie Lambert                                      P.O. Box 4692, Banff, AB, T1L 1E9                      403-760-1047

Kristen McCutcheon                      P.O. Box 335, Banff, AB, T1L 1A5                      403-763-7512

Sue Hughes                                      P.O. Box 1685, Banff, AB, T1L 1A5                      403-763-8841