

**MINUTES (draft)**

1. Call to order. Welcome Members. In attendance, Jody Keon, Dave Shackleton, Samantha Frey, Nadine Trottier, Anne-Marie Puccini, Sue Hughes, Holly Wilkinson, Allyson VanImpe, Ashley Butenschon (Allyson and Ashley popped out after a brief introduction).
2. Approval of Regular Meeting Agenda. All approved.
3. Approval of minutes from previous Regular Meetings February 24<sup>th</sup>, 2021. Correction - Anne-Marie Puccini is interested in being the fundraiser liason as she is returning to work. With that correction, motion to approve moved by Sue, 2<sup>nd</sup> by Dave.
4. Reports
  - a. Chair's Report – David. No report.
  - b. Principal's Report – Nadine, Jody.
    - Introduce new counsellor, Ashley Butenschon, shadowing Allyson for the next two weeks.
    - Sharing CRPS's 4 year education plan, highlighting areas of focus, which are: Health and Wellness, Engaged Learning and Student Support has been postponed until April.
    - Student Council and Mentorship Opportunities: Jody
      - **Grade 6A** students created artwork which will be used for thank you cards for our staff. Nadine and I felt the need to support staff members with a gift card from the Whitebark Cafe as an uplifting gesture.
      - **Grade 6** working with Carol Picard the CRPS school board chair and former editor/creator of the RMO. Carol is also supporting a student mentorship.
      - **Grade 8** students- mentorship with Derek Beaulieu, Director of Literary Arts at the Banff Centre for Arts and Creativity.
    - We are up to 43 kindergarten students thus far. A professional video featuring a school tour will be sent to new families on May 14th.
    - PD: 7 of our staff members got either certified or recertified as part of the MANDT training: a comprehensive, integrated approach to preventing, de-escalating, and if necessary, intervening when the behavior of an individual poses a threat of harm to themselves and or others. The main focus of the program is on building healthy relationships between all of the stakeholders within our school system.
    - Digital Citizenship: The importance of teaching our students important skills to navigate the digital world continues to be at the forefront of our conversations. We have reminded teachers to complete the 6 modules, which you can find again on the [webpage](#).
    - More staffing updates: Laura Hunt in grade 8 is moving overseas and Jennith Pearth, who is already working half-time in the class, will now take over the full-time position after Spring Break. In Grade 3, Sharlyn Kelly will be replacing Teresa Daffern potentially until the end of the school year. Our kindergarten teacher, Amy Sadorsky, gave birth to Ivy on March 15th:)
  - c. Teacher Report – Deb. No report.
  - d. School and Family Wellness Worker Report – Allyson is here to say good-bye! She is done next Friday. Ashely Butenschon has taken over effective this Monday.

- e. Treasurer Report – Holly. Nothing new to report. Busy processing munch-a-lunch refunds. Just over \$1000 donated from those funds to Food for Learning. Updated financials attached to minutes.
- f. Hot Lunch Report – Sue. Will be meeting with Patti in the next month to discuss menu ideas.
- g. Home School Learning Liaison Report – Anne-Marie. Nothing to report.

5. Nominations open for the following positions:

- a. Vice-Chair
- b. Grade/Division Reps

6. Other items

- a. Recruitment for positions and attendance on school council must be addressed as we have no parents from the middle school years or k-3. Everyone to think of how we can address this.

7. Next meeting: Regular Meeting Wednesday April 21<sup>st</sup>, 3:30 pm, Google Meet

8. Adjourn 3:56 pm

**Banff Elementary School Council  
Balance Sheet  
As of December 31, 2020**

**ASSETS**

**Current Assets**

**Chequing/Savings**

1000 - BMO Chequing 8226-408 69,424.39

1100 - BMO GIC 25,000.00

1200 - Petty Cash on Hand 58.65

**Total Chequing/Savings 94,483.04**

1300 - Accounts Receivable 250.50

**Total Current Assets 94,733.54**

**TOTAL ASSETS 94,733.54**

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

2000 - Accounts Payable (Hot Lunch credits) 2,993.75

2100 - Payable to BES 3,921.50

**Total Current Liabilities 6,915.25**

**Equity**

3200 - Prior Year Retained Earnings 87,408.98

Net Income 409.31

**Total Equity 87,818.29**

**TOTAL LIABILITIES & EQUITY 94,733.54**

**Banff Elementary School Council**  
**Statement of Income and Expense, Budget vs.**  
**Actual**

**As of December 31, 2020**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
<b>Income</b>			
4100 · Interest Revenue	-	-	-
4300 · Fundraising Rev. (net of costs)	1,065.37	2,000.00	(934.63)
4400 · Hot Lunch Revenue (net of cost)	-	20,000.00	(20,000.00)
4500 · Donations Received	-	-	-
4600 · Grant Revenue	<u>935.00</u>	<u>-</u>	<u>935.00</u>
<b>Total Income</b>	<u>2,000.37</u>	<u>22,000.00</u>	<u>(19,999.63)</u>
<b>Expense</b>			
6100 · Mountain Living			
6110 · Nature Explorers	400.00	2,000.00	(1,600.00)
6120 · Outdoor Pursuits	<u>250.00</u>	<u>-</u>	<u>250.00</u>
<b>Total 6100 · Mountain Living</b>	<u>650.00</u>	<u>2,000.00</u>	<u>(1,350.00)</u>
6200 · Transportation/Entrance Fees/PD			
6201 · Mtn Living-Trans/Fees/PD	-	1,000.00	(1,000.00)
6210 · Creativity & Events-Trans/Fees	<u>-</u>	<u>500.00</u>	<u>(500.00)</u>
<b>Total 6200 · Transportation/Entrance Fees/PD</b>	<u>-</u>	<u>1,500.00</u>	<u>(1,500.00)</u>
6300 · Creativity & Events			
6310 · Music	-	3,500.00	(3,500.00)
6320 · Arts, Theatre, Creativity	-	200.00	(200.00)
6330 · Events	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total 6300 · Creativity &amp; Events</b>	<u>-</u>	<u>3,700.00</u>	<u>(3,700.00)</u>
6400 · Curriculum Enhancements			
6410 · Supporting Learners (BES-based)	941.06	2,300.00	(1,358.94)
6420 · Enhancing Learning	<u>-</u>	<u>2,000.00</u>	<u>(2,000.00)</u>
<b>Total 6400 · Curriculum Enhancements</b>	<u>941.06</u>	<u>4,300.00</u>	<u>(3,358.94)</u>
6500 · Administration			
6510 · Parent Council Admin/Mtg costs	<u>-</u>	<u>400.00</u>	<u>(400.00)</u>
<b>Total 6500 · Administration</b>	<u>-</u>	<u>400.00</u>	<u>(400.00)</u>
<b>Total Expense</b>	<u>1,591.06</u>	<u>11,900.00</u>	<u>(10,308.94)</u>
<b>Net Income</b>	<u>409.31</u>	<u>10,100.00</u>	<u>(9,690.69)</u>

