

CAPE Public Charter School

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## CAPE SCHOOL COUNCIL MEETING MINUTES

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**Date:** Tuesday, September 24, 2024

**Time:** 6:30 pm

**Place:** Zoom Meeting

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### SCHOOL COUNCIL EXECUTIVE

**Chair:** Chad Peacock

**Vice Chair:** Caitlin Hok

**Secretary:** Linda Duong

**Treasurer:** Hany Darwish

**Hot Lunch Representative:** Jennifer Kennedy

**Fundraising Representative:** Tara Klatt

**Board Representative:** Lea Drysdale

**School Representative:** Jeney Gordon

**Teacher Representative:** Donna Franz/Katelyn Unreiner

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**CALL TO ORDER:** Meeting was called to order at 6:37pm by the Chair, Caitlin Hok.

**Present:** Chad Peacock, Caitlin Hok, Lea Drysdale, Jeney Gordon, Katelyn Unreiner, Teresa Di Ninno, Claire Peacock, Dayna Tschritter.

**Absent with Regrets:** Shelly Swetnam

**Administrative Assistant:** Tannis Smeed

### WELCOME, INTRODUCTIONS & PARENT PRAISE:

- Jeney Gordon was happy to report that parents and students are using the crosswalk with the safety patrollers and that this has been the smoothest year for student drop off and pick up.
- Caitlin Hok reported how pleased she is that OSC has their own classroom this year and that all the OSC staff are great.

**1. APPROVAL of AGENDA for the September 24, 2024 School Council Meeting**

**1.1 Motion 24-09-24-01:** to approve the September 24, 2024 School Council Meeting Agenda, as presented.

**Moved:** Lea Drysdale, **Seconded:** Caitlin Hok / **Carried**

**2. ADOPTION OF MINUTES of the June 11, 2024 School Council Meeting**

**2.1 Motion 24-09-24-02:** to approve the June 11, 2024 School Council Meeting Minutes, as presented.

**Moved:** Jeney Gordon, **Seconded:** Lea Drysdale / **Carried**

**3. BUSINESS ARISING from the MINUTES of June 11, 2024 School Council Meeting**

**3.1 ITEMS THAT SUPPORT STUDENTS**

**3.1.1 BASKETBALL NETS** - Jeney Gordon reported that the basketball nets are now installed and are very popular.

**3.1.2 CAPE SCHOLARSHIP** - The CAPE Scholarship was awarded. There were 3 wonderful applicants with very well written applications. Everley Edey was awarded the Scholarship.

**3.1.3 MURAL FOR COURTYARD** - to have a mural painted on the west wall of the school. Mural size is approximately 34' wide x 16' high, something bright and uplifting, not graffiti. Christy Vince, Paintergirl quoted \$2,500.00 plus tax and her ideas were submitted to School Council. The project was approved by School Council and then forwarded to the CAPE Board for final approval.

**Motion 24-09-24-03:** to approve the mural design project and to award the contract to Christy Vince, Paintergirl. The mural will go on the west wall of the school. The cost is \$2,500.00 plus tax for a total of \$2,625.00; funds will come from the gaming account.

**Moved:** Chad Peacock, **Seconded:** Caitlin Hok / **Carried**

**3.1.4 STUDENT LEADERSHIP CONFERENCE** - Mrs. Edey requested that the School Council financially support 11 students who demonstrate promising leadership qualities, plus a student advisor to attend the Student Leadership Conference “Rock Your Potential” at CHHS on October 18 & 19, 2024. Cost is \$80.00 per participant and student advisor, in addition to a school membership fee to the Alberta Association of Student Councils & Advisors (AASCA) of \$60.00.

**Motion 24-09-24-04:** to approve the requested financial support for participation in the Student Leadership Conference “Rock Your Potential” at CHHS on October 18 & 19, 2024 at a cost not exceeding \$1,020.00.

**Moved:** Caitlin Hok, **Seconded:** Lea Drysdale / Carried

### **3.2 ITEMS THAT SUPPORT PARENTS**

### **3.3 ITEMS THAT SUPPORT THE SCHOOL**

**3.3.1 GRADE 9 GRAD SIGN** - If CAPE would like to continue to do this Mini-Billboard each year and will sign a new 3 year commitment, Postcard Portables will store the ads and lower the rate to \$175.00 per year. If at any time the design needs to be changed and new ads printed for that year the rate would be \$275.00 again for that year. It was agreed that the current sign is still in good condition and that School Council would be interested in signing a 3 year deal for storage, however the CAPE logo on the sign needs to be updated. Postcard Portables is willing to replace the logo at no cost.

**Motion 24-09-24-05:** to approve the 3 year contract with Postcard Portables to store the Grade 9 Grad Sign for \$175.00 per year and have the logo updated at no cost.

**Moved:** Chad Peacock, **Seconded:** Claire Peacock / Carried

## **CONSENT AGENDA:**

### **4. REPORTS (Last Month)**

- 4.1 CHAIR REPORT** - No Report
- 4.2 SECRETARY’S REPORT** - No Report
- 4.3 TREASURER’S REPORT** - Report was presented.
- 4.4 HOT LUNCH REPRESENTATIVE’S REPORT** - No Report
- 4.5 FUNDRAISING REPRESENTATIVE’S REPORT** - No Report
- 4.6 BOARD REPRESENTATIVE’S REPORT** - No Report

- 4.7 **SCHOOL REPRESENTATIVE'S (PRINCIPAL'S) REPORT** - Jeney Gordon reported that we had a wonderful start to the year with 293 students registered which is the most students ever. CAPE offered several options for parents to attend the IPP Goal Setting Meetings (scheduled appointments, drop-in appointments and scheduled zoom meetings). CAPE has held a fire drill to date and will be holding a tornado drill which is new to the school. IPP's will be going home soon. Assessments for Literacy and Numeracy have been completed for student placement.
- 4.8 **TEACHER REPRESENTATIVE'S REPORT** - No Report
- 4.9 **SUPERINTENDENT'S REPORT** - Draft Policy 2.22 Personal Mobile Devices was presented.

**5. CORRESPONDENCE:**

**Motion 24-09-24-06:** to accept the consent agenda, as presented.

**Moved:** Jeney Gordon, **Seconded:** Lea Drysdale / **Carried**

**6. NEW ITEMS/DISCUSSION/INFORMATION:**

**6.1 ITEMS THAT SUPPORT STUDENTS**

| Topic                            | Discussion   | Notes & Items for Action   |
|----------------------------------|--|--|
| Babysitting & Home Alone Courses | <ul style="list-style-type: none"> <li>• Parents have requested offering the Babysitting and Home Alone course to students.</li> </ul> | <ul style="list-style-type: none"> <li>• In the past School Council has offered to organize this and the school has provided a space, usually Friday afternoons.</li> <li>• Students would register and prepay.</li> <li>• Lea Drysdale will look into dates and times that are available to hold this before December and forward to Tannis Smeed.</li> </ul> |

**6.2 ITEMS THAT SUPPORT PARENTS**

| Topic | Discussion | Notes & Items for Action |
|-------|------------|--------------------------|
|       |            |                          |

### 6.3 ITEMS THAT SUPPORT THE SCHOOL

| Topic                                     | Discussion   | Notes & Items for Action  |
|---|--|---|
| Co-Operating Society (Gaming)             | <ul style="list-style-type: none"> <li>Casino dates are not yet known.</li> </ul>                                    | <ul style="list-style-type: none"> <li>The last casino was July 2023, it takes about 18 months from the last one to be drawn for the next. Next casino would be possibly December 2024 or January 2025.</li> <li>Tannis Smeed received an email from the AGLC stating that the financial review requirements for the last casino reporting period have been met.</li> </ul>   |
| Draft Policy 2.22 Personal Mobile Devices | <ul style="list-style-type: none"> <li>Mrs. Di Ninno to discuss.</li> </ul>  | <ul style="list-style-type: none"> <li>This is the last draft of Policy 2.22 Personal Mobile Devices.</li> <li>CAPE consulted a legal advisor for content.</li> <li>School Council, administration and the CAPE Board have reviewed the policy.</li> <li>The policy was grounded on the Ministerial Order.</li> <li>There was an addition of banning social media for students for the entire school day, this includes recess and lunch.</li> <li>CAPE staff and administration are included in the policy for banning during class time. Administration has exemptions for use on a as needed basis.</li> <li>The policy will be posted on the website and shared as it is mandated to be shared yearly.</li> </ul> |
| Family Event                              | <ul style="list-style-type: none"> <li>School Council to hold a family event sometime just before Easter.</li> </ul> | <ul style="list-style-type: none"> <li>School Council to look into ideas to host a family event which will be beneficial as CAPE has many new families this year.</li> </ul>  |

7. **DATE of the NEXT SCHOOL COUNCIL MEETING:** Tuesday October 22, 2024.

8. **ADJOURNMENT:** Meeting adjourned at 7:21 pm.

**Motion:** Caitlin Hok / **Carried**