**MC KNOLL SCHOOL - SCC MEETING AGENDA
Wednesday, November 6th, 2024 (following the SCC AGM)
 @ MC Knoll School Library**

**Present:** Lorraine Oranchuk, Valerie Hollenger, John Shurniak, Brittany Norberg, Kristine Vaughan, Megan Reminek, Vanessa Roebuck, Phil Adams (Principal) Julie Parasloff (Vice Principal)

**Regrets:**

**Absent:**

**Call to order @7:05**

**Installation of SCC Positions** (& motion to approve, seconded)

\_\_Valerie \_ nominates \_\_Vanessa\_\_ for Chair: Accepted

Vanessa nominates Valerie for Vice-Chair: Accepted

Vanessa nominates John for Secretary; Accepted

Megan nominates Lorraine for Treasurer: Accepted

Vanessa nominates Kristine as Fundraising Chair, \_\_\_\_\_\_\_\_\_\_\_\_ accepted
 \_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_ accepted

Members at large – Brittany & Megan

\*Fundraising Sub-Committee –

Kristine, Megan, Brittany & Vanessa

1. Review of meeting’s agenda/additions to agenda

7c) Budget for 2024/25 Fiscal Year

7d) Action Plan

2. Changes to/approval of October 2nd, 2024 minutes

Motion to approve October 2nd, 2024 minutes as presented: Lorraine/Valerie - CARRIED

3. Treasurer’s Report – (& Motion to approve, seconded)

Treasurer's Report submitted. Also discussed Outdoor Learning Environment, and the grant received. On order to finish report on grant, we need to receive the invoice from the construction company.

Motion to approve Treasurer’s Report: Kristine/Megan - CARRIED

4. Fundraiser’s Report (& Motion to approve, seconded)

Fundraiser’s Report submitted. Group is also looking to run canteen for the Badminton tournament that MC Knoll will be hosting in March or early April. Same type of menu with a bit of tinkering. If this becomes a regular fundraiser, items can be held over until the next time, or school canteen can sell items and reimburse SCC.

Proposing to hold two more hot lunches. Tentatively looking in Late January, and April before Easter. One will be a Pizza Hot lunch (location TBD), and looking at different food options for the other one.

Motion to approve Fundraiser’s Report: Lorraine/Valerie - CARRIED

5. Administrators’ Report

Administrators’ Report Submitted. Two surveys were sent to MC Knoll parents about school supplies and pictures. Strong consensus to keep purchasing supplies for kids, and having the parents reimburse school. Some changes to eliminate repurchasing and sending home reusable supplies that can otherwise be used by classes over multiple years. Also strong consensus to continue providing school pictures. Although some positives from current photographing company, some issues as well. Will look at other options for next year to see what is out there.

Phil will be looking for feedback from parents on Edsby announcements being sent out.

6. Board Update

3 local GSSD School Board members were elected recently via acclimation. No Board member yet has been assigned to MC Knoll.

7. Other

a. Communication Plan

 - EDSBY group – Volunteer group where we can ask and confirm volunteers outside of SCC Board.

 - WhatsApp group - SCC Board of Directors group chat.

 - Email group - Secretary to send out minutes to SCC Board of Directors, School Administrators & other delegates who are to receive.

b. November 24-30 is Education week, plans? :

- Small gift with nice messaging to be given to all school staff

Motion: to purchase up to $75.00 total for gifts for MC Knoll staff: Lorraine/Valerie - CARRIED

c. Budget

– Discussing having a planned budget for the year to help with initiatives we know of ahead of time. To be done next meeting

d. Action Plan

 - Discussed developing an action plan to guide the committee over the next year, rooted in the M.C. Knoll School Level Plan. To be done next meeting.

Set Next Meeting –

Meetings tentatively set for first Wednesday of each month. December set for the 4th but may be moved to the 11th due to Christmas Concert.

Remaining dates (tentatively): Jan 8th, Feb 5th, Mar 5th, Apr 2nd, May 7th, June 4th.

Motion to Adjourn Meeting: Kristine. Meeting Adjourned @ 9:30