

**Saskatchewan Community schools Association
Executive Meeting
Wednesday November 9, 2005
Westmount Community School
411 J Avenue North, Saskatoon, SK
10:30 – 2:00 pm**

**Minutes
November 9, 2005**

In attendance: Laureen Sawatsky, Maureen Strawson, Diane Kopchynski, Wendy Dice, Mary Anne Baxter, Delphine Melchert, Carmen Prince, Tanya Price-Wright. **Regrets:** Shelley Sargent, Nina Henry, Luanne (membership), Sue Bland, and Margaret Marsollier.

1. Welcome & Introductions

Delphine (new president) welcomed everyone and asks for patience in getting through this long agenda

2. Additions to agenda

None.

3. Minutes, adopt, any business arising from last meeting

Discussion: Travel, software programming, daycare backpacks after Christmas, phoenix group (Shelley to get cost)

4. Strategic Planning – Delphine Shelley, Maureen

Overview of why a strategic planning meeting was initiated: Budget Priorities; how should we direct Weyerhaeuser money; where to set some priorities for the future with this money; raise profile of the association; back pack expansion; high school symposium. Out of this strategic planning meeting in June 05 the following have been set and initiated:

Goals: ***First Nations:** Increase profile and partnerships with First Nations organizations.*

***Family Literacy:** 3 years partnership with Saskatchewan Literacy Network and Saskatchewan Learning. **Backpacks:** Continue maintenance of the Pre-K and add Daycare backpack program.*

***Community Education/Community schools:** Continue to promote community schools and community education.*

***New Goal – Expand new partnerships:** Inquire for new partnerships. Credit Union (CU) – (Maureen & Carmen) will get together to prepare a package to present to the CU. Other possible partnerships mentioned were Saskatchewan Indian Gaming Association (SIGA), Sask Energy, Weyerhaeuser.*

Initiated: (since Planning meeting)

Hire an Executive Assistant to coordinate the conference and other duties.

Aboriginal advisory – More Aboriginal representation – Provincial Aboriginal Education Unit, Saskatchewan Learning has recommended some SCSA representation on their committee, suggested one person, either elementary or high school representative. Meetings: November 26 & 27, 2005 and June 8 & 9, 2006 in La Ronge.

SCSA representative Carmen Prince will follow up on the invitation and will represent SCSA. This will provide new resources and sharing of experiences from our schools. Carmen will extend an invitation for them to attend our executive and region meetings.

Future 3 year plan: Questions to still be answered. What would the future of our website and literacy network commitment be?

Other/future considerations: Newsletter- expand to other schools, agencies, advertising to corp. companies, Annual conference (high school & SCSA)and using the community education CD for promotion. CD - Community education - to raise the profile of community schools. For promotion, add your own school activities at the end to add and personalize for individual schools. Maureen has a copy of the script e-mail her if you would like a copy.

5. **Proposed Budget Sept 1/05 – Aug 31/06** – (Margaret sent a draft copy- attached) and a recommendation to change of signing authority to Delphine, Margaret, & Tanya.

Discussion:

1. High School Symposium funds in SCSA's account 3,529.06 – SCSA 1,000 has been motioned as a gift, one time offer, next time should stipulate as seed money (to be paid back). Next meeting for the high school symposium is in a couple weeks.
2. Mileage, meals, hotels are estimated from past expenditures and includes the increased mileage rate (.38¢/KM)
3. Regional meeting (New to this years budget) – This will cover half the cost of lunches for Regional meetings. Saskatchewan Learning will cover the other half of the lunches.
4. Newsletter, bank charges
5. Executive Assistant (Sue) – Contract Fee
6. Conference (2006)seed money

7. High School Symposium (committed-one time only)
8. Web site (unknown actual costs)
9. Office & postage
10. Deficit budget - \$17,000

Discussion: The proposed or anticipated income could be less thus the deficit could be higher depending on what profit the conferences in Regina has generated. It will be January 2006 before the final results will be in.

**Motion: Mary Anne Baxter & 2nd by Wendy Dice, all in favor
To accept the budget as presented. (see attached)**

**Motion: To change the signing authority of the CIBC chequing Account
To Delphine Melchart, Tanya Price-Wright, and Margarot Marsiollier
Motion by Carmen Prince 2nd by Diane Kopchynski, all in favor.**

6. **Weyerhaeuser Budget – proposed for the next 3 years – Margaret/Delphine**
**Pending a review after 05/06.*

**Motion to accept the proposed 3 year budget. By Mary Anne Baxter & 2nd by
Carmen Prince, all in favor.**
(Pre-K backpack, daycare backpack, Literacy, Website up keep) see attached.

7. **Membership – Luanne**

Discussion: Luanne sends her regrets. A suggestion was made to specify on the receipt which year the membership fees are being paid for. (ie. membership fees for 2005/2006 school year)

8. **Newsletter – Nina/Laureen**

*Laureen: Regional Mailing List (new info has been requested by Sask learning for the 2005/06 directory)
Getting info for the news letter – Perhaps this can be assigned to the Regional Reps. To follow-up.*

9. **Web site – Shelley (see notes)**

Shelley has not received an estimate for the website by Phoenix. This would allow us to hire this company to maintain the web site. The website is important and will become more important in the future.

10. **Executive Assistant Report – Sue**

See attached: Sept and Oct hours and summary

11. **Conference 05 – Report Shelley (thanks to the committee for doing a great job)-Plans -06 Maureen**

*Shelley sends her regrets, she was on her way but the weather was not good.
Conference 06 co- chairs will be attending future meetings.*

12. **SK Learning**

Joint Meeting – *This will be set at a later date by Sk Learning when there is more information (re: LAP and ELCC.)*

Literacy initiative

See attach for breakdown:

Highlights:

Register 2 people for training of Sask. literacy training programs

Calendar –Special Training per school

Regional Training – Unclear as to who makes the arrangements.

Per/school training – *if we have our own facilitators we can apply for up to \$300 for materials. (Honorariums are not included in this money) – Facilitators must be trained by SLN.*

13. Pre-K Backpack Program – Sue

Sue is in Toronto (see attached report that was submitted)

No concerns or questions

acknowledgment: Sue is very good at making people feel important and valued- an asset to our team

14. Other

15. Regional Reports

Region 1 – Krystal Fehrenback,

Region 3 –MooseJaw/Regina Still open

Region 4 – Carmen Prince (next meeting region 4 Mtg - January 10/06)

Region 5 – Diane Kopchynski & Diane Furber

Region 6 – North Battleford – no rep

Region 7 – Wendy Dice & Mary Ann Baxter

Motion to Adjourn 2:00 pm

By Carmen Prince & 2nd by Diane Kopchynski, all in favor

Next Meeting:

February 27, 2006

Westmount Community School

411 Avenue J North, Saskatoon, SK

10:30 a.m.