

Fultonvale School Advisory Council

Tuesday, April 15, 2025

6:30pm - Gathering Space / Google Meet

**Attendees:** Kalyn Harrop, Carrie Eckersley, Megan Barnes, Shawna Russell Spady, Chantelle Hinz, Dustine Vicic, Michelle Uytterhagen, Jen Ference, Tenneil Akers, Natasha Karas, Amanda Arndt

1. **Call to Order** - Megan Barnes
  - a. Meeting called to order at 6:30 pm.
  - b. Welcome
2. **Approval of March Meeting Minutes**
  - a. Motion to approve the March 2025 Minutes as is - Chantelle Hinz
  - b. Seconded - Kalyn Harrop
3. **Approval of April 15, 2025 Meeting Agenda**
  - a. Motion to approve the agenda as is - Carrie Eckersley
  - b. Seconded - Kalyn Harrop
4. **Treasurer Report** - Kalyn Harrop
  - a. The bank is working on changing the account to double e-transfer. They have the letter.
  - b. Current advisory account as of April 15, 2025: \$26744.29. Reserve funds are \$11322.21. \$322.21 is left for provided lunches. \$15422.08 is the amount after reserve funds.
  - c. Current casino account balance as of April 15, 2025 is \$23739.71 with \$7000 sitting in reserve funds. \$16539.71 is the amount after reserve funds.
  - d. The school does not have any receipts yet for purchased items. Canadian Tire Wye Road supported with purchases. Laptops and the hat press have been delivered.
  - e. Megan reported that there is \$3234.67 from the Raffle to spend on ChromeBooks and library books as taxes were not included in the initial amount given to the school.
5. **New Business**
  - a. Amendment of bylaws/policies
    - i. These have not been updated for about 10 years.
    - ii. According to our bylaws, Elk Island employees are not supposed to be on the Board. Jen looked into our bylaws as Carrie is an employee of EIPS who was hired after she was a member of the board. She learned that we can have our policy amended so that a part time employee working 15 hours or less can still be on the board. Having an EIPS Board employee who works less than 15 hours a week is not a concern.
      1. There was a discussion about whether we should amend our bylaws or have Carrie step down as an Executive. It was decided that we would change our bylaws at our AGM to read:

- a. Elk Island Public Schools staff are eligible to be members in an advisory capacity but may only be extended voting or Executive Committee privileges if they work only on a non-union, casual, hourly basis for 20 hours or less per week.
  2. For special resolutions to be passed, the existing bylaws require that:
    - a. 75% of voting members to be there in person
    - b. 21 calendar days notice given prior to the meeting
- iii. It was agreed that we would look into reviewing and amending our bylaws for the 2025/26 school year.
  1. Michelle agreed to contact ASCA and COSC to see if they have templates or examples of bylaws.
- iv. It was agreed that every September the bylaws and operating procedures would be reviewed.
- v. Online Banking Amendments- We need to make amendments to online banking and AGLC as we need to amend people off of these accounts. Megan would like to have 3 members on the online banking to have access and view as currently we only have one member who has full access to this.
- b. Creating a gmail email address for each board member that represents that position and having a shared drive between them with all the meeting minutes, agenda and bylaws/policies.
  - i. We all think this is a great idea and will begin for the 2025/26 school year.

## 6. **Old Business**

- a. Hot Lunch/Provided Lunches Update - Carrie Eckersley
  - i. Over 80 lunches have been donated for Donate a Lunch. Everything is going well with the hot lunches and concession.

7. Megan Barnes called the meeting adjourned at 7:08 pm.