

Hidden Valley School Council and Friends of Hidden Valley School Society

Annual General Meeting: September 28th, 2023

Location: Hidden Valley School



I. Call to Order General Council Meeting: Chair (5 mins)

1. Land Acknowledgement
2. Introduction of guests
3. Meeting attendees' contact information via chat box in Chat Box
4. Email is the primary way to contact Hidden Valley School Council
5. Quick overview of timekeeper role and use of parking lot for items not requiring approval prior to October 12th, 2023.
6. Appointment of timekeeper

II. **MOTION** to approve of Minutes from General Meeting on May 9th, 2023 (1 min)

III. Reports (60 mins)

School Admin (40 mins)

Guest Speakers (HVS Learning Leaders) (10 Mins) – Find out about upcoming class activities.

Admin Updates (Mmes. Michelle Chastko & Allison Robb) (30 mins)

- school start up, projections, student numbers, programming, equity
- school organization and combined grades
- "In the Know" - communication
- Welcoming, Safe, Caring, Respectful Schools
- * Student Code of Conduct, Progressive Discipline and Bullying Framework
- Pumpkin Walk

Please send questions for Admin Update to School Council in advance to
hiddevvalleyschoolcouncil@gmail.com

Executive (8 mins)

Chair (2 mins):

- Thank you to council volunteers moving over to Valley Creek School.
- Quick overview of Agenda

Treasurer (1 mins)

- Summary of current uncommitted balances – Annual financials to be presented at AGM.
- Please email **hiddevvalleyschoolcouncil@gmail.com** if you would like to obtain a copy of the treasurer report in advance of the meeting.

AGLC Coordinator (2 mins)

- Re-cap of current volunteers needed for Nov 29th & 30th, 2023 dates.
- Any other critical items

Community updates (4 mins):

Valley Creek School (2 mins)

Community Rep (HVCA) (2 mins)

Committee Updates: (10 mins)

Playground Project update (3 mins)

- Brief re-cap of project and reminder of website
- Current fundraising to date, grant updates
- Deadlines and targets
- Other issues – Funding Motions to parking lot for October meeting

Activities (Funtastic/School Spirit) (3 mins)

- Upcoming activities
 - o Fall Dance – location confirmed
 - o Volunteers needed
 - o Other dates?

Traffic Safety (3 mins)

- Reminder of safe drop off & pick up procedures around school
- Upcoming traffic blitzes?

Naturalization (1 min)

IV. MOTIONS/DISCUSSIONS from the Floor (4 mins)

Next Meeting: Tuesday, October 10th, 2023, 6.30pm, TBD

Upcoming Dates to Remember

Sept 29th, 2023 – Truth and Reconciliation Day (non-instruction day)

October 9th, 2023 – Thanksgiving Day (stat)

Adjournment (70 mins total target)

FRIENDS OF HVS SOCIETY (5 mins)

I. Call to order: Chair Quorum needed – Majority of Board + 2 voting members (HVS parents)

II. MOTION: Approval of minutes from General Meeting on June 13th, 2023

II. MOTION: Approve \$45.92 repayment to Morgan for Lollipops for Open House table; extras are in the council cabinet for future events

Adjournment - Next general meeting: **Tuesday, October 10th, 2023** at 6:30 pm, TBD

2022-23 ANNUAL GENERAL MEETING (45 min target)

- I. Remarks from Chair (5 mins)
Confirm Quorum [Majority of Board + 2 voting members (HVS parents)]
Review AGM Agenda
- II. **MOTION** to Accept 2021-22 AGM Minutes [\[Attachment 1\]](#) (1 min)
- III. 2022-23 Financial Statement Review (Treasurer) (3 mins)
- IV. **MOTION** to Accept 2022-23 Financial Statement [\[Attachment 2\]](#) (1 min)
MOTION to empower Board to appoint 2 member auditors to audit financials according to bylaws
- V. Executive Report (Chairperson/Treasurer) (3 mins)

Forecasted 2023-24 Budget [\[Attachment 3\]](#)
- VI. **MOTION** to Accept the 2022-23 CBE Annual Report [\[Attachment 4\]](#) (1 min)
- VII. Standing Business (Chairperson) (5 mins)
Activities committee (Funtastic, Fall Dance, Spring Event, Parents Care Program)
Fundraising committee/Playground Committee
Naturalization committee
- VIII. New Business (3 mins)

If you are interested in helping out, please send an email to hiddenvalleyschoolcouncil@gmail.com.

- IX. Elections (Chair) (5 mins)
 - 1. Review voting procedures, election, and acclamation
 - 2. Dissolution of current Council Board
MOTION: To dissolve the current Council Board (1 min)
 - 3. Confirmation of Nominees (10 mins)
 - a. Chairperson (Bylaw position)
 - b. Vice-Chairperson (Bylaw position)
 - c. Treasurer (Bylaw position)
 - d. Secretary (Bylaw position)
 - e. Fundraising Director (Bylaw position)
 - f. AGLC Coordinator (Bylaw position)
 - g. Committees: Activities (School Spirit Days, Family Events, Parents Care), Playground
 - h. Coordinators: Playground, Traffic Safety, Naturalization

4. Election of new Board of Directors meaning Director Positions followed by all other council positions as stated in the bylaws. (5 mins)

X. **MOTION:** To accept, by acclamation, the nominees into their respective positions (1 min)

XI. **Adjournment**

Next general meeting: **Tuesday, October 10th, 2023** at 6:30 pm, TBD