

March 26, 2015

Valhalla School Foundation

Valhalla Viking Room

In attendance:

On attached sign in sheet.

Meeting called to order 7:01 pm at the Valhalla Viking room by J. Kochendorfer with a quorum present.

- 1.0 Motion to approve the Agenda by T. Campbell. AIF Carried. Community members were asked to sign the Declaration of Understanding for Community Members in their package to have voting privileges.
- 2.0 Motion to approve the Minutes of the March 13, 2014 AGM as amended; Kjemhus spelled wrong throughout and the end dates of director's terms were missing, by T. Boucher, seconded B. Kjemhus AIF. Carried.
- 3.0 **Business Arising from Minutes:** No business arising from the minutes
- 4.0 **Reports**
 - 4.1 Committee Annual Reports
 - 4.1.1 Executive Committee Annual report attached.
 - 4.1.2 Program Committee Annual report attached.

4.1.2.1 Second Language: B. Kjemhus explained some of what may be coming for the second language program. It will be an ongoing focus and is being sent to the parents in the form of survey questions.

4.1.2.2 Bursary Information: B. Kjemhus explained the bursary program which is attached.

4.1.3 Human Resource Committee Annual report attached.

4.1.4 Finance Committee Annual report attached. There was some discussion surrounding the budget that was announced today.

4.1.5 Governance Committee Annual report attached. R. Harpe commented that we should check into the Municipal Government Act's conflict of interest policy as it is extremely straight forward and simple.

4.1.6 Fund Development Committee Annual report attached.

4.2 Secretary/Treasurer

4.2.1 AFS attached. There was some discussion surrounding the AFS but there was a change of secretary/treasurer towards the end of the year some questions were not fully answered.

4.2.2 Approval of Auditors; T. Boucher moved to retain McNabb Lucuk LLP(formerly Faber) as auditors for the Valhalla School Foundation for the school year ending August 31, 2015, Seconded by R. Kjemhus. AIF. Carried.

5.0 Old Business: no old business

6.0 New Business: it was explained that the Spring Lake Ski Hill is no longer run by the school volunteer system as a school fundraiser.

6.1 School Council: attached.

6.2 Election of Directors:

6.2.1 P. Gibson moved to accept the Governance Committees recommendation to nominate E. Penner and B. Skaksen as candidates for the two three year terms ending March 2018. B. Lind seconded. AIF. Carried.

6.2.2 T. Boucher moved to accept the Governance Committees recommendation to nominate J. Hauger for the remainder of the term ending March 2017, which she has been serving interim. B. Lind seconded. AIF. Carried.

6.3 General members for Committees:

6.3.1 It was brought forward that we will need one community member to sit on the BRHS Bursary Selection Committee for the Program Committee.

6.3.2 We will need one non-director member to sit on the Policy Advisory Committee for the Human Resources Committee.

6.3.3 We will need one non-director member to sit on the Governance Committee and up to three non-director members for the Nominating Committee.

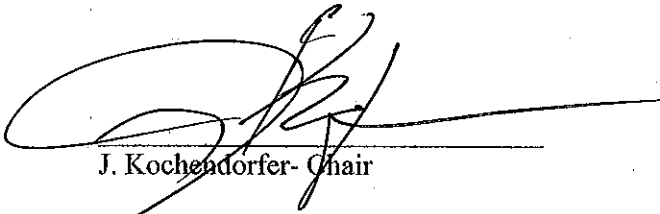
6.3.4 We will also need non-director members to sit on the Fund Development Committee.

7.0 **Question and Answer Section:**

J. Kochendorfer expressed the boards thanks to S. Mumert and all of his staff for their dedicated service to the Valhalla Community School. Thank you to the administration staff for keeping everything running smoothly. Thanks was express to P. Gibson for all he does keeping our website serviced as well as monitoring the bus radios on a daily basis. Thank you as well to the Valhalla Heritage Society for their continued support.

R. Harpe asked if we are looking into potential transportation fees for students as many jurisdictions are already implementing them. At this time we do not feel it is feasible.

8.0 **Adjournment Motion** by B. Kjemhus at 8:02pm.



J. Kochendorfer- Chair



K. Rosvold-Secretary Treasurer

Program Committee Annual Report

April 2014-March 2015

This past year the Program Committee was able to create and put into place a Valhalla Community School Bursary for VCS Students that will be graduating Grade 12 from Beaverlodge Regional High School. In 2015 we will witness our first graduating grade nine class from VCS graduate from grade 12. In summary, there will be four bursaries to be awarded with two honoring academics and two honoring Leadership. A committee will review applications, along with a member of the staff at BRHS, and recipients will be chosen. They will be honored at the annual BRHS awards ceremony. For more info please see the attached copy of the bursary description.

The Program Committee also met and worked with the Superintendent and Principal to work on the AEP (Annual Education Plan) for 2014-2017, as well as the AERR (Annual Education Results Report) for 2013/2014. Drafts were reviewed and approved by the Program Committee, and taken to the Board for final approval before submitting them to Alberta Education.

Another item discussed and reviewed was the use of CTBS testing as a measure for accountability as outlined in our Charter. After reviewing costs, results, and effectiveness, the committee recommended to the board that some changes be made in regards to the use of CTBS testing.

Respectfully Submitted,

Brenda Kjemhus

Program Committee Chair

March 18, 2015

Human Resources Committee

PAC has been busy renewing policies due throughout the winter months. I took over for Donna Steyer as chair of the HR committee in the fall. Prior to departure Donna kindly drafted a schedule for monthly policies that needed to be renewed, making this particular position much easier to fill.

Over the last month the committee met to talk about policies E102, G202 and G203. Minor changes were made to all, with E102 having been revised in January of 2014 however it was felt some changes were still needed and it has been made to reflect that of PWSD inclement weather policy.

I look forward to continual work on our policies and as chair of Human Resources. I have learned much, and it has been a pleasure volunteering with the schoolboard and with the school.

Tracy Campbell

Valhalla School Foundation

Finance Committee Report

April 2014 - March 2015

This past year has had some challenges for the finance committee. New buses were purchased, which were needed. While this was budgeted the cost of the switchover from the old buses to the new buses was underestimated. We also under budgeted for repairs for the Bluebird bus. We welcomed a new secretary/treasurer this year. Karen has done well and is very thorough. There have definitely been some concerns with under budgeted items and "surprise" expenses.

Objectives:

- The budget needs to be thoroughly reviewed and compared with previous budgets to make sure all expenses are accounted for.
- The budget must be strictly followed.
- Budget overages must be presented to the board with an explanation of what other area the funds will be taken from. These overages must be approved by the board.
- Excess funds, if any, must be kept in a contingency fund.

Jennifer White
Committee Chair

Valhalla School Foundation

Fund Development Committee Report

April 2014 - March 2015

The committee and board were successful in completing the cookbook project which will be a source of funding and promotion. We were unable to get our annual fundraising event organized for this year. We looked at having a dinner and silent auction at locations in Grande Prairie. Although this would prove to be less challenging we felt that a local dinner and silent auction and/or student play or presentation would be a better idea for our school and community.

Objectives:

- Promote and sell cookbooks
- Plan and host an annual event
- Source out donations and/or continual financial support

Jennifer White
Committee Chair