

# H.E.Bourgoin Middle School Council Meeting Agenda

Date and Time: Thursday, October 10th, 2024 at 6PM to 7:45PM  
(Any items still left on agenda at 7:45 will be tabled to the next meeting)  
Location: HEB School Learning Commons

Google Meet joining info

Video call link: <https://meet.google.com/zku-nfkb-sns?hs=122&authuser=0>

## Attendees:

## Online:

1. Call to order / Sign-in:
2. Review and Approval of the Agenda:
3. Review of Meetings Norms from below / Meeting Structure for new attendees
4. Approval of the Minutes from May Meeting
5. School Trustee Report - Cheryl Edwards Vice Chair
6. Principal's Report and Advising Opportunities:
  - a. Amber Hayward - Featured Teacher - "Socktober" - **October 21st to 31st**, we'll be collecting **socks, mittens, toques, and toiletries** for our local food bank, ensuring that those who are struggling can stay warm and comfortable. To kick things off, we're hosting a **Silly Sock Day on October 18th!**
  - b. School Fees
  - c. Wish List
  - d. Math Parent Survey
  - e. Parent Teacher Interviews November 28th

## Upcoming dates of interest:

- i.
  - ii. October 10th- School Council Meeting 6pm
  - iii. October 11th- Board Game Bear Club
  - iv. October 11th- Spirit Day wear your Jersey!
  - v. October 14th- NO SCHOOL HAPPY THANKSGIVING
  - vi. October 17th - ROK Assembly 9am
  - vii. October 18th - Silly Sock Day and Assembly at 9 am
  - viii. October 21st - 31st - Socktober collecting
  - ix. October 31st - Halloween Activities during the day at school including a dance! Parent volunteers needed for a possible pizza hot lunch fundraiser on Halloween day.
  - x. November 8th - Remembrance Day Ceremony 9am - 10am
  - xi. November 28th Parent Teacher Interview Night
  - xii. December 17th, Tuesday, - Christmas Concert Evening (Duclos is 18th and 19th)
7. Old Business:
    - Bus Driver Appreciation

- Wish List
8. New Business:
- Purdy's Fundraiser
  - Staff Appreciation
  - Outdoor Spaces Committee
  - Halloween Dance
  - ASCA Workshops
9. Report from Duclos - H.E. Bourgoin Support Group Fundraising Foundation (30 min)
10. Call for Future Agenda Items:
11. Next Meeting: Oct 10, 2024 at 6:00pm HEB Learning Commons
12. Meeting Adjournment:

<b>H. E. Bourgoin Parent School Council/Foundation Meeting Norms 2024-2025</b>	
Time/Promptness	<ul style="list-style-type: none"> <li>● If time does not permit full discussion of an item, a motion may be made to table the item for discussion at another meeting.</li> <li>● Agenda must be provided by the Chairperson seven days prior to the meeting date.</li> <li>● <i>Agenda items must be submitted to the Chairperson no later than two weeks prior to the Council meeting.</i></li> <li>● <i>Meetings will begin promptly at 6:00 pm and will not go past 8:00 pm.</i></li> </ul>
Communication	<ul style="list-style-type: none"> <li>● The Chairperson must keep the discussion flowing in a collaborative fashion.</li> <li>● Each item is entitled to full and free debate by individual members- one at a time.</li> </ul>
Assignments	<ul style="list-style-type: none"> <li>● <i>Action items to be listed and reviewed at the end of each meeting and again reviewed at the beginning of the following Council meeting</i></li> </ul>
Confidentiality	<ul style="list-style-type: none"> <li>● If an attendee begins to talk about his/her child, another student &amp;/or a staff member, it will be deemed personal in nature. The chair/school administration will ask the attendee to refrain from talking about personal matters and suggest a personal meeting with administration &amp;/or appropriate staff members.</li> </ul>
Expectations	<ul style="list-style-type: none"> <li>● Every member has equal rights.</li> <li>● Only one subject may be discussed at a time.</li> <li>● The chairperson is responsible for moving meetings along and ensuring no one person monopolizes the floor.</li> </ul>