

SCHOOL COUNCIL - MEETING AGENDA

SIMONS VALLEY SCHOOL

November 20, 2025 @7pm

Location: **SVS IN-PERSON**

MEETING CHAIR – Rena Large

Present: Rena Large, Matthew Larocque, Brittany Peacock, Aaron Bower, Eva Tam, Kris McPherson, Rempi Aulakh, Eri Eliopoulos, Darren Toews, Chris Hooper.

1. Call to Order: Meeting called to order by Rena Large at 7:03pm.

- 1.1. Approval of the Agenda: Motion to approve the agenda made by Rempi Aulakh and seconded by Kris McPherson. Agenda approved.
- 1.2. Approval of previous meeting minutes (September 2025): Motion to approve minutes made by Rempi Ailakh and seconded by Kris McPherson. Minutes approved.

2. Reports

2.1. Admin Report – Christopher Hooper

2.1.1. Principal's Update

General Updates - Thank all the volunteers who made time this weekend to volunteer for our fundraising casino. Because of your efforts, our school will reap the rewards of receiving funding for the next 2 years. This money will help continue to improve the lives of our children, through programs, equipment, and much more. Another thank you to all of those who came and volunteered for Panago fun lunch.

Staffing Updates -

Leaves of Absences

- Ms Kaaren Finlay for Julie Gardner (Jan 5, 2026)
- Ms Marie Lowrie for Mrs Deanna Pon (Oct 2026)
- Mrs Kristy Riegel for Mrs Deb Armstrong (Jan 19, 2026)
- Mrs Iris Ley for Mrs Judy Cook (Nov, 24, 2025)

New Staff

- Madame Blair Rossum - French (Grades 4-6)

2.1.2. Gift Card Donations for SVS Families - SVS is asking that if families feel inclined to donate this holiday season to some of our families in need, they can do that by donating gift cards to either Walmart or Superstore. Any amount is appreciated, and smaller denominations can help evenly distribute the gift cards to multiple families.

2.1.3. School Zone Updates - Regular Program students in Grades 6 to 9 who live in Sage Hill or Kincora will be designated to Simon Fraser School. This means:

- All new CBE registrations, including siblings, for Grades 6 to 9 will go to Simon Fraser School.
- Grade 5 and 6 students currently at Hawkwood School or Simons Valley School will go to Simon Fraser School.
- Grades 5 and 6 will automatically be registered to the Simon Fraser School. No action needed.
- Grades 7 and 8 students currently at F.E. Osborne School or Colonel Irvine School can choose to stay at their school until finishing Grade 9, or transfer to Simon Fraser. Families must inform their current principal of their decision by March 13th, 2026. Failure to notify the principal of your choice will result in your child(ren) being automatically designated to the new school.

3. Grade 3 Eri Eliopolus

- Requesting \$770 in total for Math. \$270 for 10 roll-up chess boards and \$500 for 15 math board games.
- The grade 3 team has been looking up games they could add to the classroom in addition to what they have already. They have looked at board games that use critical thinking, social skills, team building and turn-taking.
- Some games they have looked at purchasing are: Set, Blokus, Proof, Adsumud, Quixx and Farkle.

4. Reports Council

4.1. Chair – Rena Large: Next meeting December 18th is our winter social, most likely at Brixton's at 7pm, details will be posted on the School Facebook page.

4.2. Co-Chair – Kyla Brims: No updates.

4.3. Fundraising Coordinators – Danna Weatherbee, Brittany Peacock, Aaminah Malik:

- Popcorn: The parent council popcorn machines up and running! The Staff and Teachers sampled some popcorn last week. Everything is ready to go for fundraisers and events. Please keep this in mind, it would be nice to try and sell popcorn anytime we have parents in and visit the school (concerts, meetings etc..).
- Save the date! The DJ is booked and the Family Dance is rescheduled to April 23rd 6:30 - 8:30 in the gym. We will be looking for volunteers in the new year, so make the event fun and successful. Special need for grade 6 parents with police clearance to help run the concession as the profits directly benefit the Grade 6's for the graduation celebrations in June.
- Panago pizza night was successful this month! Next pizza night is Dec. 12th. Panago also did our hot lunch this month, which the kids loved. Remember, you can sign up and purchase all or any of the fun snacks and lunches at any time on Healthy Hunger. If you have volunteer clearance and can help out, don't forget to click on the volunteering option when you order.
- Please keep sending in Boston Pizza receipts from Creekside, Country Hills, Crowfoot and Beddington to the school for \$\$\$ back for SVS.
- If you are interested in helping with fundraising coordination, we would love to have you!

4.4. Casino Coordinator - Kris McPherson: Thank all the volunteers who made time this weekend to volunteer for our fundraising casino. Because of your efforts, our school will reap the rewards of receiving funding for the next 2 years. This money will help continue to improve the lives of our children, through programs, equipment, and much more. Special thanks to the general managers: Karlea Leavitt and Derek Neville. And thank you to Kyla Brims who did both GM night shifts. I also hope that the casino treated you well and that you had everything you needed during your time there. If there is any feedback you may have to make things even better the next time, please let me know and I'll be sure to try my best to make sure it's implemented.

4.5. Traffic and Safety Coordinator - Brittany Peacock: Please refrain from parking in the teacher lot, or daycare parking, as it is reserved for school personnel only. The front of the school is idle only; parents are to stay in their vehicles. There are grade 5 students that can help kids out and to their doors. Please remember this as the colder weather and snow is soon approaching.

4.6. Junior High Liaisons

4.6.1. Colonel Irvine – VACANT

4.6.2. Valley Creek – VACANT

4.7. Key Communicator – Rempi Aulakh: The bi-monthly meetings will be Jan. 21, 2026. April 8, 2026. June 10, 2026

4. Funding Requests

- a. Grade 6 – Edmonton Legislature Field Trip - \$3,000.00
- b. Grade 3 - Chess Boards and Math Games - \$770
- c. Kindergarten – Activities- \$2,300.00
 - i. \$300.00 - Duck Eggs
 - ii. \$1,000.00 - Lady Buggy
 - iii. \$1,000.00 – Art Supplies

5. Unfinished Business: None

6. New Business: None

7. Questions/Issues: None

Meeting adjourned at 7:40 by Rena Large

Minutes prepared by Brittany Peacock and Quinn Healy

Next Meeting: Social Gathering, December 18, 2025 @7pm

SCHOOL FUNDRAISING ASSOCIATION - MEETING AGENDA

SIMONS VALLEY SCHOOL

November 20, 2025

Location: **SVS IN-PERSON**

MEETING CHAIR – Rena Large

Present: Rena Large, Matthew Larocque, Brittany Peacock, Aaron Bower, Rempi Aulakh, Kris McPherson.

1. Call to Order: Called to order by Rena Large at 7:43pm

- 1.1. Approval of the Agenda: Motion to approve the agenda made by Kris McPherson and seconded by Aaron Bower. Agenda approved.
- 1.2. Approval of previous meeting minutes (September 2025): Motion to approve the minutes made by Kris McPherson and seconded by Aaron Bower. Minutes approved.

2. Reports Council

2.1. Co-Presidents – Kyla Brims and Rena Large: No updates

2.2. Treasurer - Matthew Larocque.

Discovery of Financial Issues

- A recent review revealed over-allocations in school funds due to spreadsheet errors over a period of more than two years.
- Errors included missing line items in summary sheets and misallocated columns that failed to transfer correct data.
- No negative balances at present, but total promised allocations exceed available funds, creating risk if claimed all at once.

Audit and Corrections

- Manual audit was concluded, reformatted sheets and removed unclear columns.
- All summary pages have been updated to reflect actual breakdowns and allocations.
- Comparison between September and November summaries shows more accurate, but lower, unallocated funds.

Account Status and Overview

- General account: opening balance was \$58,148.72; new revenue mainly from year-end checks and the reversal of fraudulent charges.
- Expenses totalling \$16,814.89, with a closing balance of \$43,270.83 aligned to accounting for pending insurance check.
- Current general allocated funds are \$42,125.89
- General account unallocated cash is currently \$1,144.94, lower than the expected amount of approximately \$10k that was in the September report.
- Casino account opening balance of \$62,041.55.
- Expenses totally \$43,064.08, including AGLC advisor checks which have yet to be cashed.
- Current allocated casino funds are \$26,246.27
- Casino account: over-allocated by \$7,200 due to earlier error; closing cash balance after pending checks is \$18,977.47, but with negative unallocated funds.

Deallocation & Confirmation Process

- Audit by Matt was discussed with Connie (school bookkeeper) confirmed that some older promised funds are no longer owed, as reconciled by invoices and school confirmations.

- Large discrepancies in the casino account due to items like Jump Math book, which were already paid to the school, though accounts suggested otherwise.
- Some budgets were not fully used by the school, allowing further reallocation.
- Nearly \$2,800 can be un-allocated in the general account, raising its unallocated funds to \$3,915.12.
- For the casino account, \$20,455.32 proposed to be unallocated (mainly for items confirmed as already paid or unused), resulting in unallocated funds of \$13,186.52
- Council motion proposed to officially deallocate these funds based on Connie's confirmation of no pending expenses for those years. Kris McPherson made the motion Aaron Bower seconded. All in favour.

Next Steps & Confidence

- Funds from deallocated items will be returned to the pool for future project requests.
- Complete confidence in deallocations for years 23-24 and older; outstanding items in 24-25 remain open.
- Ongoing communication with Connie ensures updated and accurate records.

Banking Issues with TD

- The general account experienced two fraudulent charges: \$25 on August 6, 2025 and \$25 on September 4, 2025.
- When queried to TD the response was that they were 'approved'. TD could not produce documentation that showed approval. Options for further prevention were cumbersome or costly. Since reporting the fraudulent charges and the funds returned to the account, no additional charges have been observed. TD has no concrete information as to why it may have stopped.
- Banking options are to maintain accounts at TD. Charges have stopped, the activity was reported as fraud, and a paper trail exists. Moving accounts to another bank will require the cost to switch and get new cheques and higher monthly fees. The plan, as it stands, is to keep our current account with TD.

General: Opening Balance of \$58,148.72. Total revenue for this month was \$1,937.00, and expenses were \$16,814.89, leaving a closing balance of \$43,270.83. The total allocated funds are \$42,125.89, leaving \$1,144.94 in unallocated funds. Kris McPherson made the motion to approve the reports as read, seconded by Aaron Bower

Casino: Opening Balance of \$62,041.55 with no revenue and expenses of \$43,064.08, leaving a closing balance \$18,977.47. There is \$26,246.27 in allocated funds, leaving -\$7,268.80 in unallocated funds. Kris McPherson made the motion to approve the reports as read, seconded by Aaron Bower.

3. Funding Requests Review

- 3.1. Grade 6 – Edmonton Legislature Field Trip - \$3,000.00. Motion to approve \$3,000.00 made by Rempi Aulakh and seconded by Aaron Bower. All in favour. Approved.
- 3.2. Kindergarten – Activities- \$2,300.00 (\$300.00 - Duck Eggs, \$1,000.00 - Lady Buggy, \$1,000.00 – Art Supplies). Motion to approve \$2,300.00 made by Rempi Aulakh and seconded by Aaron Bower. All in favour. Approved.
- 3.3. Grade 3 - Chess boards and math games - \$770. Motion to approve \$770.00 made by Rempi Aulakh and seconded by Aaron Bower. All in Favour. Approved.

4. Unfinished Business: None

5. New Business: None

6. Questions: None

Meeting adjourned at 8:40 by Rena Large

Minutes prepared by Brittany Peacock & Quinn Healy

Next Meeting: Social Gathering, December 18, 2025 @7pm