

**Edmonton Classical Academy Eastgate**  
**School Council AGM**  
**Agenda - Minutes**

Date: Oct 16, 2025 6:00 pm to 7:00 pm

		Attendance
Chair	Kelsa Unruh	Present
Vice-Chair	Michelle Lindberg	Present
Secretary	Sally Berg	Present
Treasurer	Shayne Stoik	Present
Director at Large	Sami Trabelsi	Present
Principal	Mr. Robert Piotrkowski	Present
Faculty Representative	Mrs. Tabitha Wiebe	Present

**Committees Chairs**

Playground Committee	Sami Trabelsi	Present
Playpod Committee	Kelsa Unruh	Present
Concerts Committee	Oksana Shyshyna	Present
Communications Committee	Kelsa Unruh	Present
Festivals Committee	Maria Laura Giordani, Anya Yahnishchak	Present/Present
Grant Writing Committee	Kelsa Unruh	Present
Library Committee Report	Rhamona Barber	Present
Movie and Games Committee Report	Simran Chawala	Present
Appreciation and Support Committee	Faith Bodnarek, Colyssa Stoik	Regrets/Present
Events Committee	Meagan Jakubec	Present

**General Attendance**

Muhammad A., Lee B., James B., Christina C., Neil C., Wajeeha E., Maria E., Gloria G., Job O., Rachel T., Jeremy W., Ayokunle A., Gundeep B., Shah D., Dianne D., Michael E., Sebastian J., Steffi Ann J., Cyril K., Ana L., Laura M., Gbenga O., Awele O., Uzoamaka O., Olayinka O., Olufolahan O., Oluwatobi O., Shayne S., Sarjeet T., Shane U., Emily W., Kevin W., Siwar Z

# AGM Meeting Agenda, Minutes/Notes and Action Items

Today's Agenda	Minutes (Notes)	Action Items
<b>Introduction (Chair)</b> <ul style="list-style-type: none"> <li>a. Welcome</li> <li>b. Approval of agenda</li> <li>c. Approval of <u>minutes</u></li> <li>d. Chair's report</li> </ul>	a. Meeting call to order at <u>6:05 pm</u> b. Adoption of agenda <ul style="list-style-type: none"> <li>i. moved by: Sami T.</li> <li>ii. seconded by: Anya Y.</li> </ul> 1. Motion carried unanimously C. Approval of minutes <ul style="list-style-type: none"> <li>iii. moved by: Anya Y.</li> <li>iv. seconded by: Sami T.</li> </ul> 1. Motion carried unanimously d. Introduction: <ul style="list-style-type: none"> <li>- What is the purpose of our AGM?</li> <li>- Reviewed the intent of the school council as per regulations</li> <li>- Reviewed ECA school council structure and responsibilities</li> <li>- Introduced school council executive members</li> <li>- Introduced committees - sign up sheets available</li> </ul>	
<b>Playground Committee Report</b>	<p><b>Overview:</b>  Led coordination efforts to advance the school playground project in collaboration with school leadership and parent council.  Focused on obtaining cost estimates, assessing design options, identifying grant opportunities, and planning installation logistics.</p> <p><b>Key Activities:</b>  Vendor Coordination: Engaged multiple playground equipment suppliers to obtain detailed design proposals and pricing. Reviewed and compared options to ensure accessibility, age suitability, and long-term durability.</p> <p>Budget &amp; Cost Assessment: Compiled cost estimates for equipment, site preparation, and installation. Evaluated phasing options to align with available funding and grants.</p> <p>Grant &amp; Funding Research: Identified potential grant programs. Outlined a funding strategy combining grants, school contributions, and fundraising efforts.</p> <p>Stakeholder Communication: Maintained open communication with school leadership and parent council. Shared progress updates and coordinated discussions to ensure transparency and alignment.</p> <p>Transition to New Leadership: Assisted in connecting the newly assigned coordinator (Evan) with the school and contractors to ensure project continuity. Provided all background information and documentation to support a smooth handover.</p> <p><b>Outcome:</b>  Established a clear foundation for the playground development project, including vendor quotes, funding strategy, and stakeholder engagement framework.  Project successfully transitioned for next-phase execution under new leadership.</p>	
<b>Playpod Committee Report</b>	Purchased a seacan for storage, with shelving generously installed by a parent volunteer.  Stocked the PlayPod using an approved council budget and additional parent donations.	

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	<p>Student survey at year-end gathered feedback and ideas for new items. Top requests: balls, sports gear, paddles, rackets, and even old phones/keyboards.</p> <p>Parent volunteers supervised during the first few weeks; now managed by teachers.</p> <p>The PlayPod has been a huge hit with students — making recess more fun while we continue working toward our long-term playground goal.</p>	
<b>Concerts Committee Report</b>	<p>The Concerts Committee was formally established in the 2024/2025 academic year to support the reporting and organizational processes of the ECA music program. Together with Mr. Steeves, school administration, and parent/grandparent volunteers, we successfully facilitated two full-school concerts—one in December and one in May.</p> <p>Feedback from the school community indicated that both events were well-received, bringing joy and a sense of celebration to students, families, and staff.</p> <p><b>Key Learnings and Adjustments for 2025/2026:</b></p> <ul style="list-style-type: none"> <li>• Last year's concerts were held in rented off-site venues. While these locations offered unique settings, the process proved both costly and time-consuming. As a result, all concerts for the current school year will be hosted in the school gymnasium.</li> <li>• A single concert involving all grades, while memorable, was physically demanding for younger students. This year, we will hold two separate performances: one for Grades K–4 and another for Grades 5–9.</li> <li>• Given the breadth and diversity of our music program, and the students' enthusiasm to showcase their learning, we will move away from holiday-themed performances. Instead, we will present two seasonal concerts: a Winter Concert and a Spring Concert.</li> <li>•</li> </ul> <p><b>Committee Purpose and Current Responsibilities:</b> The Concerts Committee is designed to support in-school performance initiatives and assist teachers and students in creating meaningful and well-organized stage experiences. Current areas of involvement include:</p> <ul style="list-style-type: none"> <li>• Venue decoration</li> <li>• Live ticket check-in during events</li> <li>• Poster and ticket design</li> <li>•</li> </ul> <p><b>Future Vision:</b> As our school continues to grow, we aim to expand the committee's role to include:</p> <ul style="list-style-type: none"> <li>• Development of ECA Master of Ceremonies (MC) training</li> <li>• Support for additional school events involving stage presence and public performance</li> </ul> <p>We believe that fostering skills in public speaking and stage performance is essential for student success in today's world. The Concerts Committee is committed to helping students build these competencies with confidence and creativity.</p>	

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	If you share this vision and would like to contribute, we warmly invite you to join the committee.	
<b>Communications Committee Report</b>	<p>Operating Procedures: Revised in consultation with ASCA, Mr. Tanner, and the executive team to align with best practices and school needs. Updated version available on the School Council website.</p> <p>ASCA Membership: Renewed and maintained membership for continued access to resources, training, and guidance. Attended ASCA AGM and Spring Symposium.</p> <p>Volunteer Tracking: Researched Track It Forward app to help record and recognize volunteer hours. Implementation paused during principal transition. Recommended for future adoption to support the new ACA Board volunteer fee initiative.</p>	
<b>Festivals Committee Report</b>	<p>Last year, our school hosted two wonderful community festivals that brought families, creativity, and fun together.</p> <p>Winter Festival – “The Snow Queen”</p> <p>Inspired by Hans Christian Andersen’s classic, the winter festival welcomed over 120 families. We featured the Joe Show, a variety of craft stations, a scavenger hunt, and a book sale. Students across all grades took part in our poetry, art, and short story contests, with prizes for creativity and effort. The event wrapped up with a popular bake sale that brought everyone together in the spirit of warmth and community.</p> <p>Spring Festival – Outdoor Celebration</p> <p>Our spring festival moved outdoors and featured the exciting FitSet Ninjas obstacle course, BBQ-style concession, and another successful book sale. Families enjoyed prizes, sunshine, and a great opportunity to connect before summer.</p>	
<b>Grant Writing Committee Report</b>	<p>Explored multiple funding opportunities to support school and community initiatives.</p> <p>Challenges identified: Difficult to apply effectively without clear project scopes, approved budgets, and prioritized initiatives.</p> <p>Recommendation: Collaborate closely with ECA/ACA leadership to identify and prioritize key projects for future grant applications.</p> <p>Success Story: Secured the Indigo Grant – \$30,000 toward the school library program.</p> <p>Special Thanks: To Anya and Mrs. Schauer for their incredible effort</p>	

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	and dedication in preparing the application.	
<b>Library Committee Report</b>	<p>The committee primarily served as a supportive role for the 2024-2025 school year because ECA was able to hire a full-time librarian!</p> <p>The committee helped organize volunteers for the library based events which included furniture building, book donations and purchases, book sorting and distribution, used book sales and the annual book fair.</p> <p>ECA's library was unable to officially open last year so the proposed library initiatives that will require ongoing assistance from the committee and parent volunteers will be put into action in the 2025-2026 school year.</p>	
<b>Events Committee Report</b>	This year the Events Committee was newly established to help coordinate both long-standing	
<b>Movie Night Committee Report</b>	<p>Although we weren't able to host movie nights last year, we're excited to get them rolling this year—and add something new!</p> <ul style="list-style-type: none"> <li>● K-3: Movie Night</li> <li>● 2-5: Movie Night</li> <li>● 6-9: Games Night</li> </ul> <p>All events will take place right after school. We'll have popcorn and water available (easy, fun, and still keeping the school clean!).</p> <p>Tickets: \$5 each</p> <p>To make these events a success, we'll need lots of extra volunteers and supervisors to help with set-up, supervision, and clean-up.</p> <p>This is a great chance for our kids to have fun together and for parents to connect too—let's make it happen!</p>	
<b>Appreciation and Support Committee Report</b>	<p>The 2024/25 school year saw this committee run by Christina Simpson. She organized a number of initiatives to support teachers and staff. These include the creation of a "staff favourites" document, and committee-organized "tokens of thanks" towards staff both in the fall and spring.</p> <p>This year, the committee is under a new chair, however many of the initiatives will remain similar. An updated "staff favourites" list has been produced and made available to families. A small "thank you" initiative was completed for World Teacher Day on Oct. 5th. There are also plans for further initiatives to be done in the spring to thank staff for their hard work.</p> <p>The committee strives to work alongside the school Principal, and hopes to meet with the staff representative to Parent Council at some point as well.</p>	
<b>Principal Report</b>	<p>How do existing processes affect school culture?</p> <ul style="list-style-type: none"> <li>- Change to virtue card process</li> <li>- Reshaping Kingdoms</li> <li>- Changing discipline policies to improve student behavior</li> </ul>	

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	<p>How are changes shaping our student and staff culture?</p> <p>-</p> <p>What does data say about our areas for growth?</p> <ul style="list-style-type: none"> <li>- Alberta education survey</li> <li>- Parent survey <ul style="list-style-type: none"> <li>- Parents are generally happy with the school</li> <li>- Concerns with student citizenship were noted as areas for growth</li> </ul> </li> </ul> <p>How can we engage with stakeholders to improve on metrics related to satisfaction in these areas?</p> <ul style="list-style-type: none"> <li>- Plan for themed conversations with the principal to gather further feedback and to complement data gathered from parent surveys</li> <li>- Embrace mistakes and errors as areas for growth</li> </ul>	
<b>Faculty Report</b>	<p>A thank you to our most wonderful parents from our faculty for the incredible supports this past year.</p> <p>Most of the school wide community building events have been organized and hosted by the parent community.</p> <p>We continue to appreciate our parent council who desire to work together with faculty to create and foster a community of people that support one another.</p> <p><u>Here is a list of just some of the things our faculty has appreciated.</u></p> <ul style="list-style-type: none"> <li>● countless hours spent volunteering with smiles on faces, teacher appreciation events, acquiring furniture/play equipment, coffee/treat drop offs, community building events, answering a call for help within hours, getting our playpod up and running, surveying students to gather feedback on playpod, helping in classes with students, cleaning surfaces during flu season, photocopying, book binding, buying teacher wishlists, sorting/organizing lost and found, and accompanying fieldtrips with our students- all done with such persevering attitudes for the greater good of the whole community. We are better because of our volunteers!</li> </ul>	
<b>Election of the Executive Board for 2025/2026</b>	<p><b>Overview:</b> The 2025–2026 School Council elections opened on September 18, 2025, and closed on October 9, 2025. Only self-nominations were accepted during the nomination period, and no nominations from the floor were permitted in accordance with the School Council's Operating Procedures and the Nomination &amp; Election Addendum.</p> <p><b>Election Procedure:</b> The Nomination Committee conducted the election process in accordance with the approved procedures. Each candidate for contested positions was given up to two minutes to speak and introduce themselves. Voting was carried out by secret ballot, with ballots collected and counted by the Nomination Committee.</p>	

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	<p><b>Chair Election</b></p> <p><b>Nominees:</b> Ayokunle Ayoola, Job Ochigbo, Kelsa Unruh</p> <ul style="list-style-type: none"> <li>• Motion: <i>“That the list of candidates for the position of Chair, as presented by the Nomination Committee, be accepted.”</i> <ul style="list-style-type: none"> <li>○ <b>Moved by:</b> Anya Y.</li> <li>○ <b>Seconded by:</b> Maria Laura G.</li> <li>○ <b>Anyone Oppose: No</b></li> <li>○ <b>Carried.</b></li> </ul> </li> </ul> <p><b>Vice Chair Election</b></p> <p><b>Nominees:</b> Michelle Lindbery, Joseph Obadimeji, Sami Trabelsi</p> <ul style="list-style-type: none"> <li>• Motion: <i>“That the list of candidates for the position of Vice Chair, as presented by the Nomination Committee, be accepted.”</i> <ul style="list-style-type: none"> <li>○ <b>Moved by:</b> Maria Laura G.</li> <li>○ <b>Seconded by:</b> Anya Y.</li> <li>○ <b>Anyone Oppose: No</b></li> <li>○ <b>Carried.</b></li> </ul> </li> </ul> <p><b>Acclamations</b></p> <p>The following positions received one nomination each and were therefore <b>acclaimed</b>:</p> <ul style="list-style-type: none"> <li>• Secretary – Sally B.</li> <li>• Communications Director – Anya Y.</li> </ul> <p>Ballots were distributed, collected, and counted by the Nomination Committee.</p> <p><b>Result:</b> Kelsa U. was elected as <b>Chair</b> for the 2025–2026 term. Michelle L. was elected as <b>Vice Chair</b> for the 2025–2026 term.</p> <p><b>Final Motion</b></p> <p><b>Motion:</b> <i>“That the results of the 2025–2026 School Council Executive Elections be accepted as presented.”</i></p> <ul style="list-style-type: none"> <li>• <b>Moved by:</b> Maria Laura G.</li> <li>• <b>Seconded by:</b> Colyssa S.</li> <li>• <b>Carried.</b></li> </ul>	
<b>Next Meeting Date</b>	Wednesday Nov 26th/2025	
<b>Meeting Adjournment</b>	Meeting Adjourned at <u>7:31 pm</u>	