

Northern Lights School Council Meeting

Date: Wednesday, March 4, 2026

Time: 6:00 pm

Location: Online Microsoft Teams Meeting

In Attendance: Marissa Gillespie, Andrea Manning, Lindsay Stanford, Christine Sizer, Shelley Henderson, Sam Cassel, Michelle Brinson

1. Call to Order:
 - a. Marissa Gillespie calls the meeting to order at 6:01 pm.
 - b. Land Acknowledgement
 - c. Introduction of Guests and Council Members
 - d. Quorum Verified

2. Review and approval of the February 3 meeting minutes
 - a. Lindsay Stanford moves to approve the minutes as presented
 - b. Shelley Henderson seconds
 - c. Motion carries

3. Review and approval of the March 4 agenda
 - a. Andrea Manning moves to approve the agenda as presented
 - b. Lindsay Stanford seconds
 - c. Motion carries

4. Updates and Reports:
 - a. Principal Report
 - i. The redesignation of Carrington to Alex Munro School for the 2026-2027 year will impact our student population by approximately 140 students and 10 to 11 staff. We anticipate to surplus six or seven teachers, two lunch supervisors, and reduce hours for our existing Education Assistants and C-Secretary. More information will be known after we receive our spring RAM for the school.
 - b. Chair report
 - i. See standing business

5. Standing Business
 - a. ASCE Grant
 - i. Marissa Gillespie has signed up for a webinar titled "Effective Engagement in your School Community" using this grant.
 - ii. The 90- to 120-minute online presentation will take place Monday, March 30, 2026 at 7pm
 - iii. Total cost will be \$300. Invoice will be sent upon final confirmation.
 - b. Membership discussion
 - i. We continue to discuss ways to engage parents in school council
 - ii. Executive council will meet after the webinar to discuss this issue

6. Closing
 - a. Next meeting of the Northern Lights School Council and the Northern Lights School Fundraising Society:
April 7, 2026 at 6:00 pm ONLINE
 - b. Adjournment 6:18 pm

Northern Lights School Fundraising Association

Date: Wednesday, March 4, 2026

Time: 6:30 pm

Location: Online Microsoft Teams Meeting

In Attendance: Marissa Gillespie, Andrea Manning, Lindsay Stanford, Christine Sizer, Shelley Henderson, Sam Cassel, Michelle Brinson

1. Call to Order
 - a. Marissa Gillespie calls the meeting to order at 6:19 pm
 - b. Quorum Verified
2. Review and approval of the February 3 meeting minutes
 - a. Shelley Henderson moves to approve the minutes as amended
 - b. Lindsay Stanford seconds
 - c. Motion carries
3. Review and approval of the March 4 agenda
 - a. Sam Cassel moves to approve the agenda as presented
 - b. Christine Sizer seconds
 - c. Motion carries
4. Financial report for the 2024-2025 school year
 - a. Signatures and submission of financial report update
 - i. Marissa Gillespie has created the letter explaining the signature process to parents and will send to Michelle Brinson in next couple days
 - ii. Shelley Henderson has the 2023-2024 and 2024-2025 financial reports ready for audit
5. Treasurer's Report
 - a. Casino account – \$92,810.89
 - b. General account – \$11,124.41
6. President's Report
 - a. Signing authority changes at bank still pending. Andrea Manning and Marissa Gillespie are working on this
 - b. New cheques have been ordered and will come in soon
7. Updates / Standing Business:
 - a. School Update on money and spending
 - i. Teachers are still spending allocated money from the casino account on school supplies, classroom needs and learning enhancements. They will attempt to have all money allocated by the end of March and are collecting invoices as they go.
 - ii. Grade 5 legacy project. Last years idea for a potted plant and legacy books picked by the students was well received and they would like to do this again. The pot will be decorated with student handprints and signatures.
 1. Sam Cassel moves to spend up to \$1750 from the general account for the plant, pot and book plate stickers.
 - a. Lindsay Stanford seconds
 - b. Motion carries
 2. Lindsay Stanford moves to spend up to \$2000 from the casino account to buy books for the learning commons.
 - a. Shelley Henderson seconds
 - b. Motion carries
 - b. Casino Update
 - i. Next casino dates are Thursday and Friday, June 4-5, 2025
 - ii. We will start asking for volunteers in early May
 - iii. We will advertise for the casino during the school dance
 - c. School fundraising updates
 - i. Purdy's Chocolate
 1. Orders can still be placed until this Friday, March 6
 2. Orders are available for pick up March 19 and 20 during Student Learning Conferences before the Spring Break
 - ii. Papa John Family Pizza Nights

1. Thursday, March 5
 2. Thursday, May 21
 3. A prize draw will be awarded for anyone involved in this fundraiser who posts on the Facebook page. Prize will be for a family ticket to the school dance and concession tokens.
- iii. Petal Heads fundraiser
 1. Looking into getting a code for this again
 2. 2 families participated last year
 - iv. Alien Inline
 1. Currently reserved April 26 - May 19, 2027
 2. It will cost approximately \$14,000
 - v. Healthy hunger
 1. Everything is booked until the end of the year
 2. Doing lunch and snack days together has gone well
- d. Superhero Themed School Dance – Thursday, May 14
 - i. Andrea Manning is the main organizer.
 - ii. High school leadership team will be coming to help again
 - iii. Photographers booked and DJ to be booked soon
 - iv. Concession will not have freezies this year due to the mess they left on the floors. Other options being considered.
 - v. Games won't have stickers this year also due to the mess they left on the floors. Instead, we will do wrist bands.
 - vi. Tickets will cap at 250 families.
 - vii. We will have school council shirts for the event again this year. Superhero themed school council shirts will also
 1. Andrea Manning moves to spend up to \$250 from the general account on Superhero themed parent council t-shirts for the dance
 - a. Christine Sizer seconds
 - b. Motion carries
8. New Business for future meetings
 - a. Bylaw changes
 - i. Nothing to report today
 - b. School Council Insurance
 - i. We received an email with all the documentation confirming we are approved
 - ii. Invoice still pending
 - c. Action items: Alien inline skating
 - i. See Fundraising updates
9. Closing
 - a. Next meeting of the Northern Lights School Council and the Northern Lights School Fundraising Society: April 7, 2026 at 6:00 pm ONLINE
 - b. Adjournment 6:39 pm