
Marion Carson Parent Association/School Council

Information Deck

Note: These slides are provided by the Parent Association/School Council for general information purposes only and are not from CBE; all information is subject to change.

Please contact us at mschoolcouncil@gmail.com anytime with questions!

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Welcome!

Your child attends Marion Carson School so you're **automatically** a member of both the:

1. Marion Carson School Council
 2. Marion Carson Parent Association
- Think of it as 1 meeting/group with 2 agendas
 - The Council covers general information
 - The Association covers financial matters and budget
 - **Every 3rd Tuesday 6:30pm: only 8 times during the year**
 - Come to just listen in, participate wildly or just once, or find something you are interested in and do new great things for all students!
 - ALL ideas and questions welcome!

Goals for 2024-2025

1. **Support** teachers' and students' social, emotional and academic needs
2. **Involve** families & community: information and involvement
3. **Enhance** students' school experience



Parents support naturalization areas

Meet the Current Team



Meet the Current Team

Executive: (Voted Positions)

Chair: Kim Harding

Vice-Chair: Laura Hertz

Treasurer: Laura Cooper

Secretary: Diana Law

Committee Leads:

Fundraising: Jenn Adams

Volunteers: Vacant

Special Events: Laura Hertz

Cont'd

Play Area Project: Tracy Oh, Devon Karchut

Parent Education: Rachel Chow

Casino: Vanesse Loke

Naturalization: Devon Karchut, Deb Sabey

After-School Extras/Book Fair: Rachel Gulam

Special Lunches: Kim Harding

Key Communicator/CAPSC Coordinator: Vanesse Loke

Tech Communications: Kim Harding

Council Role Descriptions

Executive:

Chair:

- Leads and chairs the monthly meeting
- Sets meeting dates (Usually all confirmed in Sept)
- Is a bank signatory
- Picks up mail from the Parent Council mailbox at the school
- Checks and signs any financial returns before the Treasurer files them

Vice-Chair:

- Assists the Chair
- May ascend to the Chair position in a later year
- Is a bank signatory



Parents support technology

Council Role Descriptions

Treasurer:

- Is a bank signatory
- Keeps all financial records
- Verifies deposits and payments
- Writes reimbursement cheques to the school and members and pays invoices if needed
- Sets the annual budget and presents monthly financial position
- Applies for insurance (event liability); (once/year - Sept)
- Files the AGLC (Casino) return (this advises the AGLC how we used Casino monies) (once/year- Jan)
- Files the Society Alberta return which is also verified by an external professional accountant (once/year - Mar)

Secretary:

- Keeps and sends meeting minutes
- Sends out the meeting agenda after Exec team approval



Committee Descriptions

Committee Leads provide support and give direction on various topics. They give short updates at each monthly meeting and can work independently but more help team makes for efficiency and ease for all!

(Pssst...please shout if you want to help in one of these areas or just want learn more about what they do OR if you want to consider creating a new committee.)

Fundraising:

- Organize, research, lead a fundraising opportunity; Consider new ideas for how we can fundraise to benefit our kids today

Volunteers:

- Organise the volunteers, set up signups with Committee Leads. Sends emails for information and opportunities to volunteer in the school/classrooms/events.

LEAD Parents for classroom:

- You are in direct contact with your child's teacher to help them find and organize volunteer opportunities in specifically related to that grade band or class.

Committee Descriptions

Parent Education:

- Organize and plan a parent education night for parents in the community and/or the school

School Grounds/Play Project:

- Organize fundraisers, grants, manage yearly goals until equipment is bought and installed.

Casino:

- Organize and work with Volunteer Lead and the Casino to fill the various Casino positions
- Ensure AGLC guidelines are adhered to for spending of funds raised

Naturalization:

- Plan/Organize a day(s) for volunteers to come and help weed, plant, prune shrubs in Marion's Meadow
- Ensuring compost bags etc are available for volunteers to use on those days
- Work with teachers to plant bulbs, release ladybugs, butterflies, etc.



Parents support guest speakers

Committee Descriptions

After-School Extras/Book fair:

- Communicate with Scholastics and set up/plan the book fair

Special Lunches:

- Team led based on needs of teachers and opportunities for celebration and support of school.

Key Communicator/CAPSC (The Calgary Association of Parents & School Councils) Coordinator:

- Attends monthly meeting (virtual and/or in person)
- Provides summary /highlights of the meeting at the Marion Carson Parent Association meeting

Special Events:

- Coordinate and/or plan a special event ie) dances, movie nights, Teacher Appreciation lunch, Winter Dance, Bake Sale, Cultural festivals, etc.

Parent Volunteers at Marion Carson (or anywhere in CBE)

Volunteer Clearance

Any parents/ guardians/ grandparents/ adults who wish to participate as volunteers and interact with the kids before, during and after school at any school or school council affiliated activity or event **MUST** have an **up-to-date City of Calgary Police Clearance**.

Application procedures will be clarified by school leadership.

While parent council encourages all parents to apply for clearance (It's easy!), the council is not responsible for applications, paperwork and process. (Happy to try and answer any questions though!)

It's best to just apply and then if and when a cool opportunity arises for you to engage with your child and their class, you can do it!

COVID impact on parent volunteers

All CBE and AHS health related restrictions must be adhered to. This impacts parents ability to volunteer in the school, classroom and even the organization of items coming and going from the school that may lead to cohort mixing or pose any increased risk to teachers or students.

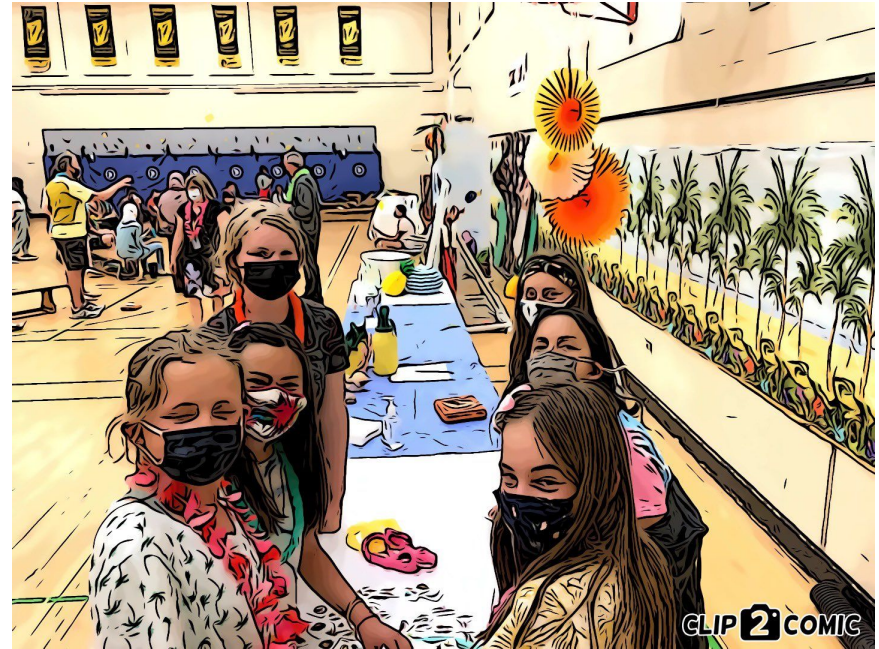
How can you get involved in the school community?

- ✓ Come to meetings and listen; one time or many times!
- ✓ Join, listen in on, or co-lead a team
- ✓ Start/support a club! Gardens? Dance? Martial Arts? Running? Chess?
- ✓ Think of grade bands/ school-wide/ Single class
- ✓ Share information and ideas at monthly or committee meetings
- ✓ Network of Lead Parents for classrooms: NEW!
- ✓ Support fundraisers when you can. Every contribution counts!
- ✓ Participate in improvement projects in or on school grounds
- ✓ Your ideas and solutions!

You make a huge difference in your child's school

Why get involved? **YOUR** support (time and \$) is important It goes towards:

- New Technology for the school
- Guest speakers/artists
- Updated tools/materials for teachers
- New software/apps
- Field Trips
- Support families in need
- Social and Emotional Learning opportunities for students
- Books and learning aids
- Phys.Ed Equipment



Parents support special events

You make a huge difference in your child's school

More examples of what your time and \$ support goes towards:

- Playground and exploratory play spaces
- Dances, parties, seasonal and cultural celebrations
- After school and noon hour learning and activities
- Ad-hoc support for teachers and students
- Appreciation events for teachers
- Musical Instruments



Parents support diversity and Inclusion

How we raise funds: Simple AND Optional

1. Bottle Drive: parking lot drop-off
2. [Purdy's Chocolates](#): late Oct-Nov
3. [Mabel's Labels](#): Year-round whenever you need 'em!
4. Book Fair: November 28 & 29
5. [Casino](#): Every 2 years, various positions
6. Dances: Halloween and Spring Fling yearly
7. Apparel Sales
8. Davison Orchards apples sale

1. **Cheque Writing Campaign**
2. **Special Projects**

The 'buckets' funds go into: depends on how \$ is used

1	General Funds	<ul style="list-style-type: none">• Approx \$7000/yr• Smaller scale: ie adMazing books, bottle drives, etc	<ul style="list-style-type: none">• Field trips buses• Year end concerts, DJs, food, etc.• Special guest to classes• Fun additions to the school!
2	Casino Funds	<ul style="list-style-type: none">• Typically around \$65,000 every 2 years from AGLC• Requires 15-20 parents one weekend to volunteer	<ul style="list-style-type: none">• Special projects• Technology (ipads, smart boards)• Expenditures must benefit school as a whole (not one class/grade)
3	Cheque writing campaign	<ul style="list-style-type: none">• Varies year to year. Tax receipts available	<ul style="list-style-type: none">• Enhanced school functionality; varies year to year

Marion Carson School Grounds/Play Project



GOAL: Create an improved and enhanced school ground for our students and community that is inclusive, an efficient use of space (and money), exploratory and encourages a wide-variety of learning and play in various environments. (example images- not proposed design)

Marion Carson School Grounds/Play Project

Winter 2025: final concept plan delivered and approved (estimate \$450K for entire project; this will be a multi-year, phased project and implemented based on available funding)

Fundraising sources: Community Based Fundraising, Parks Foundation Building Communities Grant, Corporate Fundraising and grants, Community Facility Enhancement Program (CFEP), Supplier discount, Volunteer Labor and Local Business. Goal: a blend of grants, cash and in-kind donations.

2024-25: Next steps

1. October: high level fundraising plan with fundraising targets and timeline
2. December: high level implementation plan for the remainder of year

School Grounds/Play Project: Next Steps

ACTION ITEM: Your chance to be involved, provide input, ideas, advice and support!

Find volunteer leaders/advisors for the following areas:

- Community Based Fundraising
- Parks Foundation Fundraising
- Corporate Fundraising
- CFEP Fundraising
- Build Planning and Management
- Supplier Discounts
- Volunteer Labour
- Local Business Fundraising
- Budget and Planning

*****Goal to keep simple and efficient for all involved: Propose to have online meetings only when necessary and most communication through email exchange. *****

A great way to get to know other parents and give back to the community, your kids and school!

School Grounds/Play Project Detailed Background

2024/2025

1. Evaluate three design options from Vendors (voted on by students and families, Marion Carson leaders).
2. Select and approve the winning design option.
3. Ballpark estimation for the implementation (roughly 500K)
4. 2024 and onward: Fundraising and Implementation. We expect multiple phases! Triggers on phases based on funding availability.

Contact Us!

1. Email us at:
mcschoolcouncil@gmail.com
2. Attend a monthly meeting and talk to us there
3. Get involved:
<https://marioncarson.cbe.ab.ca/parent-society>

Meeting Dates:

November 18, 2024

April 15, 2025

January 21, 2025

May 27, 2025 (AGM)

Feb 18, 2025

March 18, 2025

