Sherwood School Council Meeting Minutes

Date: October 9, 2026
Meeting Date: October 5, 2026
Time: 6:30pm
Location: Sherwood School (In Person)

Attendees

Brenna F.	Principal
Cassandra B.	Treasurer
Sabine A.	Riverbend Liason, Healthy Hunger
Lori C.	Riverbend Liason, Healthy Hunger
Traci C..	Director at Large
Jess V.	Chair
Brittny F.	Fundraising
Jennifer W	Secretary

Item	Discussion	Presenter
1	**Call to Order/Quorum/Welcome and Introductions** Call to Order: 6:30 Welcome and Introductions	**Jess:**
2	**Approval of Today's Meeting Agenda** Motion:Brittny F Second: Cassandra B.	**Jess**
3	**Approval of Previous Meeting Summary** Motion:Cassandra B. Second: Sabine A.	**Jess**
4	**Voting in of New Members to Vacant Roles** Proposed Executive and Committee Roles Chair: Jess Vergata Motion: Cassandra Second: Tracy Vice Chair: Laura Combden Motion:Brenna Second:Jess	**Jess**

	Secretary: Jennifer Whyte Motion:Brittny Second:Laura Treasurer: Cassandra Motion:Jennifer Second:Lori Fundraising: Brittny Folvik Motion: Brenna Second:Jennifer Social Media: Laura Combden Motion: Jess Second:Lori Healthy Hunger: Sabine Arbeitere & Lori Cheng Majority voted Director at Large: Traci Campbell Motion:Jess Second: Brenna	
5	**Principal Report/Teacher Report**	**Brenna**
	Principal listening group data 85% success rate for versus 54% Looking for potential opportunities through concession for two upcoming sports tournaments: Yeti – November 6th – Basketball Tournament Digfest – Date TBD = Volleyball Tournament	
6	**Wish List/ Funding Requests** Teacher funding requests have been compiled into a spreadsheet. Brenna to go through the requests during the parents society portion of the meeting.	
7	**Liaisons from Banting & Best/Riverbend School Councils/Community** <u>Banting and Best Update</u> Jess and Traci are still at Banting Council with an AGM Scheduled for October 6.	**Discussion**

	Terry Fox run went great this year Area director is coming to visit Banting and Sherwood October 6th. Banting students are gearing up for fall assembly – Songs and poems prep etc. Positive feedback with Grade 8 buddies – Sense of belonging series to encourage kids. Sherwood is hoping to expand buddies to specific skills such as conflict resolution, How to introduce yourself with a handshake etc. Grade 9s with Grade 5/6 currently at Sherwood. Grade 8s with Grade 3s at Banting. Parent/teacher conferences were the previous week with good attendance. Casino Coordinator is needed at Banting and Best for 2026 casino. Volunteers are also needed to run the casino – being advertised in B&B bulletin. <u>Riverbend Update</u> Meet your teacher night – same night as Sherburger. First time they were able to go into the school open house style. Fundraiser – They are doing the cookie dough fundraiser. Grade 6s are going for a field trip for 3 days – Outdoor school. Jeff Stockton visited – Harp player/Story teller with a scavenger hunt in the school. <u>Community Update</u> Lego Building Competition- Submissions are due on October 16 – Judging on October 17. Viewing is open from 10-2. Mayor Farkas and Councillor Harrison will be giving out the awards. Big Brothers/Big Sisters – Starting their own program through MOCA. Fridays after school. Looking to train volunteers through the program and then once certified those volunteers could also support Banting and Sherwood.	
8	**Fundraiser Update** Healthy Hunger – Dates and Restaurants Waiting on two restaurants to confirm but most lunches have been uploaded into Healthy Hunger. Boston Pizza donated 100 coupons – Not a great experience last year ordering through them for H&H Donation lunches – Some restaurants will add donation lunches based on number of deliveries that are ordered. Will confirm amount from restaurants. Noted that some restaurants put donation lunches for parents to buy on someone's behalf.	**Discussion**

9	**Treasurer's Report – General Account** General Account – See Parents Society Notes	**Cassandra**
10	**Business Arising from Previous Minutes** Teacher – Representative – Chair posted on Calgary Area Execs facebook page to recruit a teacher onto Council. School council handbook needs to be updated in the chair binder. ● 2025 handbook states that council should have a teacher appointed by the school. Jess to reach out to confirm if sharing duties (having one teacher be present at each one, rotating) is sufficient to meet the handbook requirements. <u>Sherburger</u> Feedback link was sent out to parents. Wondering if more respondents would have taken up if email wasn't required on the survey. Two respondents confirmed with positive feedback. Way busier and more attended than previous years. Alumni came back to Sherburger (bus full of grade 10s). More community involvement and feeling for the event. Feedback from Council: Address from Principal or Vice Principal? With the relaxed nature of the event, may be hard to integrate. MOCA shared volunteer sign up to support Sherberger. Wayfinding – Board – Where to go and when? An example would be to have a sign posted for classroom tours and which door to enter along with the time, queuing lines, etc.	**Discussion**
11	**New Business** Discussion for front door garden – Confirmed to be a CBE asset – Garden is looked after once every 3 years by facilities. Parking lot – Sherwood naturalization area – Often covered by councils. Many councils are adding in landscaping into the budget and in their bylaws to continue naturalizing these spaces. Further discussion needed on if this is something council would like to fund.	**Jess**
12	**Next Meeting Date/Adjournment** Adjournment: 7:50pm Next Meeting Date November 16.	**Jess**

Sherwood School Parent Society Meeting Minutes

Item	Discussion	Presenter
1	**Call to Order/Quorum/Welcome and Introductions** Call to Order: 7:50	**Jess**
2	**Approval of Today's Meeting Agenda** Motion:Lori Second:Cassandra	**Jess**
3	**Approval of Previous Meeting Summary** Motion:Jess Second:Brittny	**Jess**
4	**Treasurer's Report** Casino Account: $116,630.40 Looking at putting some of of this money for short term GIC that can be pulled out at anytime. Will look at accounts and what requirements are needed to facilitate that. General Account : $5,120.02 No float is required currently for concession items though may need to visit this for upcoming sport tournaments. <u>Withdrawals</u> Open Minds - $500 from March 2026. <u>Deposits</u> Grade 9 Bottle Drive $227 to be deposited into General account. ~ $250 from raffle from Sherburger. Cassandra to deposit. Baskets were all donated and no overhead were accrued from this raffle. <u>Signatories</u> Will need a second signatory for the bank deposit. Glenda would like to be removed as previous treasurer. Cassandra has already been added. Please accept these meeting notes and direction to add a secondary signatory for the account of Sherwood Parent's society. Please add Jess Vergata as an authorized signee on the school accounts. This change was approved on October 5, 2026 through this meeting.	**Cassandra**

Sherwood School Parent Society Meeting Minutes

	Please remove Glenda Montgomery from this account as she is no longer an active member of our society.	
5	**Fundraising Requests and Motions** <u>Opinions from Parents Society about suggested Fundraising</u> Purdys – Lots of people use them prior to Christmas. 30% return however chocolates range from $15-$100+. Winter Growing Smiles – Gardening – Small Pointsettas, plushbuddies, Pot with a plant, indoor plantar arrangements, festive hangers, shrubs, mini trees – Decorative holiday wreaths. Festive foil but they are house plans with limited lighting. Their difference is they price it at cost, but you set the price (3-10 dollars profit, minimum delivery fee is over $500 – or there is a $50 delivery fee) Set up pickup for growing smiles the week of November 24 during parent teacher interviews. ● Brittny to set percentage pricing for Growing Smiles. Package to be sent via email to parents society week of October 13. Motion to proceed with Winter Growing Smiles – Majority CocoBrooks to discuss at November meeting. <u>Teacher/School Wishlist</u> Brenna shared the wishlist of all teachers for Sherwood for the 2026/2027 year. Most coverage is aimed at supporting field trips, bussing for approved or grant funded field trips and the legacy mural project. Based on the teacher asks, council generally in support, but will need to look at cashflow and triage approvals based on timing due to time constraints for this meeting. ● Brenna to provide updated spreadsheet for society review on all cost asks and what approvals are needed short term to support the school. Chair would like to explore a terms of reference/framework with new members at next meeting to inform funding requests decisions.	**Brittny** **Brenna**

Sherwood School Parent Society Meeting Minutes

6	**Business Arising from Previous Minutes** Legacy Project Update Met with the kids – representatives were chosen from each grade. Facilities has been met with. CBE Facilities offered to install Wett board for the mural for free. Insurance was renewed and cheque was cashed	**Jess**
7	**New Business** Winter Showcase – December 10 Possibly look to pop popcorn.	**Jess**
8	**In Camera/Next Meeting Date/Adjournment** Meeting Adjourned 8:38pm **November 16 at 6:30pm**	**Jess**