



William D. Pratt School Council
Regular Meeting Agenda
9850 Royal Oak Way NW, Calgary, AB T3G 0A
and via Microsoft Teams
May 20, 2026 ~ 7:00 pm

1. Call to Order

- Verification of quorum
- Introductions
 - Executive Board:
 - Co-chair: Muhammad A
 - Co-chair: Yousaf F
 - Secretary: Lindsay B
 - Treasurer: Tammy S
 - Directors: Niki R, Kate C

2. Review

- Agenda - *Any changes or additions*
- Approval of Minutes from Previous Meetings

3. Reports

- **Principal *** **10 mins**
 - Upcoming events:
 - May 21 Gr9 PAT ELA Part A (9am to 1pm)
 - May 25 Gr6 PAT ELAL Part A (9am to 1pm)
 - May 27&28 Astrodome (Gr9)
 - May 28 Spring Concert (Gr6, Gr8 Band)
 - June 3 Fun Lunch (Red Swan Pizza)
 - June 4 Gr6 PAT ELAL Part B (9am to 1pm)
 - June 9 Gr9 PAT ELA Part B (9am to 1pm)
 - June 12 Gr6 PAT Science (9am to 1pm)
 - June 15 Gr6 PAT Mathematics Part A (9am to 1pm)
 - June 16 Gr9 PAT Mathematics Part A (9am to 1pm)
 - June 18 Gr6 PAT Mathematics Part B (9am to 1pm)
 - June 19 Gr9 PAT Mathematics Part A (9am to 1pm)
- **Treasurer** **5 mins**
 - Current account balances
- **Special Events** **5 mins**
 - Report on school events
 - Upcoming events:



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- June 3: Fun Lunch - Red Swan Pizza
 - June 19: Colour Run

- **Volunteer Coordinator** **5 mins**
 - Updates and opportunities

- 4. Council Executive **3 mins**
 - Community of School Councils (COSC)
 - COSC meeting dates for the 2025-26 school year:
 - ~~Wednesday, Jan. 21, 2026~~
 - ~~Wednesday, April 22, 2026 (new date)~~
 - Wednesday, June 10, 2026
 - <https://cbe.ab.ca/get-involved/school-councils/Pages/meetings.aspx>
 - CBE Connections
 - <https://cbe.ab.ca/get-involved/cbe-connections/Pages/default.aspx>
- 5. Standing Business **5 mins**
- 6. New Business **15 mins**
 - Funding Requests
- 7. Next meeting of WDP School Council - **June 10, 2026**
 - Adjourn



William D. Pratt School Council Meeting Minutes

April 15, 2026

1. **Call to order** at 6:17 p.m. by Kate C. - Quorum verified
 - **Members** in attendance: *Tammy S, Kate C, Lissa S, Lindsay B, Niki R, Tanja L (online)*
 - **Administration** in attendance: Janice Richardson, Alena Black, Sasha Gardiner-Hadford
2. **Review**
 - **Agenda** – Add to the agenda: Hot Lunch system under funding requests; Role vacancies
 - **Approval of Minutes from Previous Meetings** – Niki motioned for approval. Tammy seconded; motion carried.
3. **Reports**
 - **Principal**
 - **Spring into action food drive** – Students are doing a great job! Started advertising this week in classrooms, potential prizes
 - **Surveys** – Ms. Black shared results from parent engagement surveys and one round of student surveys (Alberta Grade 7). The Board of Trustees also conducted surveys for Grades 5/6 and 8/9, which wrapped up today. The October survey will be repeated in May.
 - **Upcoming events**
 - April 20 to 24 **Spring into Action Food Drive** (all Grades)
 - April 22: **Fun Lunch** - Hot Dogs
 - April 22: **PALS Visit** (CSSI) – puppies!
 - April 23: **Royal Oak School Dance** at Pratt
 - April 24: **PD Day** – “Children First” CBE Indigenous day
 - April 28: **Gr 6 Vaccinations** – **rescheduled** to June 11
 - April 30: **Mini Mav’s Tournament**; Council is providing treats
 - April 30: **Round Dance** for outgoing Grade 9 students (for Indigenous students)
 - May 7: **Grade 4 Tours and Open House** – Daytime tours/program; evening open house for new families. Council to host a booth and present from 5:30–6:30. Grade 9 fundraiser taking place. Not all teachers will attend in the evening
 - May 13 **Fun Lunch**: Subway
 - May 13 **Badminton tournament** hosted at WDP, 4:30-8:30 p.m.
 - May 14 **Volunteer Tea**, 1-2:30pm
 - **Treasurer**
 - Financial Report – Tammy reported that the current balance is just over \$30,000 After accounting for existing commitments, the anticipated year-end balance is \$13,790. Detailed financial statements are attached.



William D. Pratt School Council Meeting Minutes

April 15, 2026

- **Special Events**

- Report on school events
- Upcoming events:
 - April 22: Fun Lunch (Hot Dogs) 18 staff participating (for free) so far; admin will send a reminder; \$38 donated = can feed at least 10 students in need
 - May 13: Fun Lunch (Subway)
 - May 19: Stampede Pancake Breakfast – promo email and poster will be distributed by the end of this week, as well as a volunteer sign-up sheet. Tim Hortons is donating coffee and hot cocoa; there is a plan for the students who bus in; will encourage Pratt students to come as early as 7:30 a.m.
 - June 19: Colour Run – planning is underway; a need for photography/videography; more details will be shared in May

- **Volunteer Coordinator**

- Lots of opportunities to help! Sign-up sheets will be sent out for Pancake Breakfast soon, and on May 1 for the Colour Run

5. Council Executive

- **Community of School Councils (COSC)** Meeting dates for 2025-2026 school year: January 21, April 22 (date change) and June 10
- **CBE Connections** <https://cbe.ab.ca/get-involved/school-councils/cbe-connections/Pages/default.aspx>

6. Standing Business

- None presented

7. New Business

- **Funding request(s):**
 - Breakfast for April 24 PD Day - Niki motion to increase the staff appreciation budget by an additional \$500 for this school year, \$300 of which will come from the PD; Kate seconded; motion passed.
 - Hot Lunch system - \$315 for next school year; annual renewal with discount; Niki motion; Kate second



**William D. Pratt School Council
Meeting Minutes**

April 15, 2026

- **Role Vacancies**

- Secretary position will be vacant following the June 2026 meeting; plan to encourage new interest at the AGM.
- Treasurer position will be vacant in the following year; early transition is recommended. Opportunity for someone to step into the role and shadow Tammy for one year.

8. Next meeting of WDP School Council – May 20, 2026

- Meeting adjourned at 7:19 p.m.

William D Pratt School Council
Statement of Cash Flows by School Year
September 1, 2025 - August 31, 2026
As at April 15th, 2026

Balance - September 1, 2025 **\$ 20,218.23**

Net inflows from EVENTS:

Fun Lunch		\$ 12,219.23
Revenue	\$ 35,475.60	
Expenses		
Vendor cost	\$ 20,185.98	
Misc Expenses	\$ 1,771.58	
Pay Pal Fees	\$ 1,298.81	
	\$ 23,256.37	\$ 12,219.23

Servery / Drama / Sports		\$ 891.10
Revenue	\$ 1,476.00	
Expenses		
Food	\$ 565.83	
Square Fees	\$ 19.07	
	\$ 584.90	\$ 891.10

Color Run		\$ (28.39)
Revenue	\$ -	
Expenses		
Expenses	\$ 28.39	
Pay Pal Fees	\$ -	
	\$ 28.39	\$ (28.39)

School Discretionary Emergency Fund		\$ 540.00
Other Revenue	\$ 540.00	
Expenses		
Other Expenses	\$ -	
	\$ -	\$ 540.00

\$ 13,647.29

Outflows:

Staff Appreciation	\$ 582.36	
School items *	\$ 2,542.26	
School Council Meeting Expenses	\$ 16.77	
Insurance	\$ -	
Photocopying	\$ -	
Bank Fees	\$ -	
Emergency Fund	\$ -	
Other	\$ -	
		\$ 3,141.38

Current year net inflows (outflows) **\$ 30,724.14**

Anticipated activity:

Volunteer Incentives / Appreciation	\$	500.00
Upcoming Fun Lunch Expenses	\$	5,756.74
Office Wish List Items	\$	209.49
Halloween Spirit Items - change to Winter	\$	500.00
Pancake Breakfast	\$	806.73
Paper + Photocopying	\$	6,000.00
Colour Run Buffer	\$	2,000.00
Staff Appreciation	\$	(82.36)
School Council Meeting Expenses	\$	83.23
Photocopying	\$	100.00
Bank Fees	\$	60.00
Grade 9	\$	500.00
Emergency Fund	\$	500.00
	\$	<u>16,933.83</u>

Anticipated Bank Balance**\$ 13,790.31**

* Terry Fox Supplies - Markers + Popsicle Sticks	55.63
* Office Wish List - Air Freshners + Snack Bags	25.20
* Welcome Back Table + Grade 5 Door - Tim Hortons	119.18
* Terry Fox Run Popsicles	57.26
* Candy Canes for Students	88.62
* Suckers for Grade 9 Immunizations	25.18
* Office Wish List - Always Teen Pads	51.72
* Dry Erase Markers	157.47
* Paul Davis Presentations - Thursday, February 19th	1,390.00
* Canada & Alberta Flags	96.52
* Office Wish List -	13.59
* Grade 5/6 Journals	461.89