

Wes Hosford School Council – Meeting Minutes - DRAFT
Thursday, September 21, 2023
Hybrid Meeting - School Library & Google Meet

In-person Attendees: Amy P, Kilby R, Michelle B, Kerry H, Erin R, Kya M, Cheryl T, Erika P, Chantelle A, Loretta C, Courtney, K, Tanya T, Larissa H, Kristi F

Virtual Attendees: Guy M, Meg C, Trenna S

WH Staff: Susan Freiheit, Ralph Arndt, Denise Chamczuk

Trustee: Don Irwin

1. Call to order & Welcome

- a. Tawnia called the meeting to order at 6:32pm
- b. Land Acknowledgement - Kilby
- c. Introductions
- d. Meeting Procedures - Tawnia reviewed procedures for meetings and voting.
- e. What is School Council? Government-mandated organization made up of caregivers of children within the school, administration, teachers and school board trustee. School Council is to facilitate the well-being and academic growth of all students through the undertaking of discussions and activities that will foster engagement, collaboration and enhance the effectiveness of our school community.

2. Trustee's Report - Don Irwin

- a. Firstly let me welcome each of you back as each School Council, parent, student and staff play a half an important role in the education of our students and society. I hope you had a restful and relaxing summer and are recharged.
- b. Work for the board started on August 24 with our annual breakfast that we prepare and serve to all of the central office staff each year. Next that day we held our organizational meeting for the year and elected our officers. Cathy Allen from Sherwood Park and Susan Miller from rural Strathcona county were elected as the chair and vice chair. Thanks to Trina Boymook and Colleen Holowaychuk for their excellent service in these positions in the last number of years.
- c. The board has just returned from a two day retreat in Pigeon Lake where we reviewed the past year and set plans for the next year. We also updated our education plan and investigated new program ideas.
- d. Budget - this year is a very tight budget as we have used most of our reserves from past years and now cannot accumulate much reserves to use for special projects.
- e. French Immersion - we are currently compiling all the information from all of the public meetings and the survey done in late June and will be presenting the summary and the recommendation of how to continue promoting French Immersion in all grades. As space is limited in Ardrossan

we have to move the senior high program and will be deciding about the junior high program location as well. The reports and recommendation will be coming to the October 19 public meeting and will be on the EIPS website on Monday, October 16 after 12 o'clock.

- f. Committee of School Councils (COSC) - This group begins again on October 4. It will be on the first Wednesday of each month at 6:30pm at Central office. There is much valuable information for your Council and school, so please attempt to have someone at each meeting. It will be in person as well as online.
- g. Please feel free to ask questions or make suggestions either at the meeting or you can contact me by email at don.irwin@eips.ca or call or text me at 587-986-3900.

3. **Principal's Report**

- a. Remembrance Day assembly on November 3rd - caregivers invited to join.
- b. Congratulations and farewell to Mr. Gibson who has moved to Victoria, BC to a Library role.
- c. Library - Tight Budget and need for EAs working directly with students didn't allow for library hours this year. Teachers are doing their own library classes, Administration is also assisting, as well as two volunteers helping once a week.
- d. Social Studies survey out from *Alberta Education* - will be shared.
- e. Protocols for school-related issues and concerns:
 - i. Issues in classroom - first conversation should be with the teacher. Ask questions first, avoid accusations.
 - ii. Issues with bussing - first conversation with bus driver. Second conversation with the bus driver. If required, escalate to Student Transportation and let Mrs. Freiheit know. Safety is paramount for bus drivers.
 - iii. Clubs and intramurals - happen because teachers sign up to host. Running club underway and volleyball coming up. Stay tuned for more over the winter.

4. **Vice-Principal's Report**

- a. Terry Fox run starts at 10am on Friday. Parents welcome.
 - i. Donations online. School is hoping to raise more than last year.
- b. GoA assessments - grades 1-3 will be assessed for literacy this year.
- c. Orange shirt day is Friday, Sep29. Assembly at 9:30am. Teacher activities through the day.
- d. Bus evacuation drills - October 11th.
- e. Dental health presentations in grade 1 and 2 coming up.

5. **Teacher Update - Mrs. Chamczuk**

- a. Teachers feel it's been a great start to the school year.

- b. Meet the Teacher - attendance was great, great success. Thanks for the treasure hunt, great idea. Great to have School Council set up on site.
- c. The teachers are very appreciative of the support from parents.

6. Adoption of Meeting Minutes

- a. Kilby motioned to approve minutes from May 11, 2023 meeting.
- b. Kerry seconded the motion.
- c. All in favour. Minutes adopted.

7. School Council - Old Business

- a. Year end report - funds for library update -
- b. Year end survey results (2022-23) - 27 surveys received, highlights include:
 - i. Request for more info on clubs and intramurals.
 - ii. Christmas concert - parents would like to have a big one back at a high school
 - iii. Concerts very much enjoyed!
 - iv. Facebook group increased in members.
 - v. Communication - newsletter, weekly emails, Facebook group.
- c. Meet the Teacher - a great evening with great turnout. Thanks to the teachers for activities for students/parents in the classroom. School Council and Fundraising Society were able to connect with families new and old, and attract some new volunteers.

8. School Council - New Business

- a. Goals - working to set these goals with the school.
- b. Beginning of Year Survey Results - 105 surveys received this year compared to 27 last year. Results as follows:
 - i. Where do you want to see our fundraising dollars spent?
 - Library Renewal 37 (35.2%)
 - Library Books 54 (51.4%)
 - Sensory Room 27 (25.7%)
 - Makerspace/Art Room 38 (36.2%)
 - Stone Learning Circle 14 (13.3%)
 - Sunshine Committee 18 (17.1%)
 - Music Room Resources 31 (29.5)
 - Physical Education Resources 58 (55.2%)
 - Chromebooks 61 (58.1%)
 - Cultural Performances 22 (21%)
 - Other: Whatever the school feels they need
 - ii. Parent engagement - 26% of survey respondents said they had attended a parent engagement session, 21% no, 18% not my thing.

- When asked what they'd like to see sessions about, the results were:
 - Children's mental health - 44%
 - How to help your struggling student at home - 38%
 - Computer and tech safety - 35%

c. 2023 School Council Events & Initiatives

- i. Book Fairs - We are proposing to run two book fairs this year - October 25-26 and February. Both to run during parent teacher evenings.
- ii. Teacher Appreciation - Kya - we like to organize lunch for the teachers on the days they have to stay late for parent teacher meetings. Pot Luck style with parents contributing the food.
- iii. Family Game Night - looking to make a committee. November 23. To run ourselves. Grade 6's to help prep.
- iv. Learning Advisory Committee - to help gather quotes, etc. "Learning Commons" - more than a library!
- v. Sunshine Committee - focusing on school care. Showing appreciation for staff, students, and volunteers. Support the purchase of snacks and food to be available in the office.
- vi. Sensory Room Committee - to provide input and recommendations for equipment for the sensory room. How is it used? Need to work with staff on making those decisions.
- vii. Amy motioned to create committees for the four initiatives: Family Game Night, Learning Advisory, Sunshine, Sensory Room.
 - Courtney seconded the motion.
 - All in favour, motion approved.
- viii. Tenna motioned to host two book fairs this year.
 - Loretta seconded.
 - All in favour, motion approved.

- d. **COSC** (Council of School Councils) - Tawnia and Kilby to participate on our behalf this year. First meeting in October.
- e. Alberta School Council Engagement Grant - \$500 provided to school councils to engage with the parents in our community and/or provide school council training.
- f. School Council Engagement Task Force - through ASCA (Alberta School Council Association). They have some surveys they ask us to complete as a school council. We are proposing we support that this year.

- i. Chantelle motioned that our school participates in the School Council Engagement Task Force.
- ii. Trena seconded the motion
- iii. All in favour, motion approved.

g. **Facebook Group policies and procedures** - Admins will be adding rules of engagement for our Facebook page, and add security features like questions for joining.

h. **Fundraising Requests** - School Council will be requesting the following budgets for upcoming school events from the Fundraising Society at the meeting later tonight:

- i. Book Fair - \$50
- ii. Family Game Night - \$2,500
- iii. Cultural Performance for students - the school would like to bring in Alberta Opera to perform Cinderella for the students - cost is \$1,000

9. Discussion

- a. How do parents and caregivers of WHF want to be engaged?
 - i. In the interest of time, we will move this discussion to the November meeting.

10. Next Meeting and Adjournment

- a. Tawnia adjourned the meeting at 7:59pm
- b. Next meeting November 16, 2023