



Meeting Minutes

Date: December 5, 2023

Time: 6:00 PM

Location: Ecole Rocky Elementary **Minute Taker:** Tiffany Hudey

Name	Role	Attendance	Name	Role	Attendance
Tim Bowman	Principal	Present	Kim Simo	Vice Principal	Present
Heidi Heatherington	WRSD Trustee	Regrets	Jackie Janes	WRSD Trustee	Present
Darlene Nordstrom	Chairperson	Present	Vanessa Lobley	Vice Chairperson	Present
Mark Ceelen	Treasurer	Regrets	Tiffany Hudey	Secretary	Present
Terri Hemphill	Hot Lunch Coordinator	Regrets	Lorraine Fafard	Teacher Representative	Regrets
Corrina Ross	CPF Chair	Present	Kailey Duffin	Parent	Present
Elaine Crebas	Hot Lunch Coordinator	Present	Vanessa Watt	Hot Lunch Coordinator	Present
Michelle Anderson	Parent	Present			

Agenda Item	Discussion	Action
Call to Order	Meeting called to order at 6:02 PM.	
Approval of Agenda	Approved by Consensus.	
Approval of Minutes	Minutes were not available for approval.	
Reports		
Trustee Report	At the last Trustee meeting they reviewed the Audited Financial Statement and there is more money available than they previously thought. WRSD has written a letter to the Minister of Education to request the purchase of more land in Drayton Valley for future development. The Board has approved the 2022-2023 Annual Education Results Report. The accountability report has shown that WRSD is having difficulty filling staff positions and has an employee shortage across the division. They are looking into ways to retain new employees. To see the last Trustee Board Meeting Minutes or Highlights please see the hyperlinks included above.	



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Principal Report	See attached report for full details. Due to the likeliness of the respiratory outbreak status the school is providing more locations for hand sanitizer and encouraging students to use the sanitizer as well as practicing more social distancing when possible. The school is more spread out than most schools so distancing has been much easier in our classrooms than in other schools. We have been sending out letters to local businesses regarding funding for the crosswalks. Since we have multiple people asking for donations we are needing a list of who has been asked so we aren't going to the same business multiple times.	Darlene to obtain a list of businesses already asked by council for the next meeting.
Canadian Parents for French (CPF) Report	There is an interest in providing a French After School Reading Club for children in all grades. We currently have 14 kids interested in joining. The club is looking to start in January with dates and times to be determined. CPF is in planning for the Carnival in February at ERE. The Evening of French Entertainment is currently being planned for May. There has been talk among parents about having drop in childcare during Parent Teacher Interviews. CPF would like the opportunity to provide childcare during future PTI for a small donation to help with their fundraising. In previous years it has been discussed having the English program students have an Introduction to French class. Last time it was looked into it wasn't feasible and we are currently focussing on the introduction to the new curriculum at all grade levels so it will not be a priority at this time. There were some parent concerns about how the French and English program students are not connecting socially with each other and wondered if having the English students learning some French could help bridge the gap between the students. Mr. Bowman and Mrs. Simo has been providing a peaceable education program in which all our grade 4 and 5 students in both programs get together and do some learning together. They feel the program is helping the students build relationships with students they are not always in the same class with.	
Hot Lunch Report	Last month our hot lunch program had 110 orders. We are seeing equivalent orders through all of our vendors in November and December except Panago is a bit higher this month but that could be due to it being the week before	



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	Christmas break begins. We switched vendors to Co-op this year for our milk as we have had multiple concerns including shortage and spoilage last year. The amount of milk orders was up this month and we have had no shortage or spoilage so far this year. Our hot lunch coordinators have also reached out to Lochearn regarding how our switch in vendors is going since they were also using the same supplier as we did last year. The staff appreciation lunch was a success. The teachers really appreciated the day and it cost \$136 total. Hot lunch would like to send out thank you cards to our vendors and teachers for all their help with keeping the program going. We added Copper Creek as a vendor and it went over well. Copper Creek is very accommodating with different dietary restriction choices. They have requested to no longer do Monday's after January as it is too hard to have everything ready for a Monday morning lunch but are very excited to keep supplying for Thursday hot lunches. Hot Lunch would like to provide the option to donate a meal to someone who doesn't get hot lunches and will be adding the option to donate in the future. In order for this to work the administration will have to coordinate with parents to ensure they are ok with their student receiving a hot lunch. Mr. Bowman would like to add a "win a hot lunch" as one of the options for the school wide challenge prizes.	
Old Business	<u>After school child care update</u> The Letter of Intent for opening up a classroom in the basement of the school by the Nurture Tree for before and after school child care has been sent to WRSD for approval. Opening date and costs are both currently to be determined.	
New Business	<u>WRSD Umbrella Meeting- review</u> The Umbrella meeting was well attended by the ERE council as well as other school councils. There was a lot of opportunity for council members to discuss their best practices and share tips and advice. Throughout WRSD councils are having trouble getting new council members to join. <u>Hot Lunch and Milk Procedure Review</u>	Vanessa Watt to teach



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	Currently Vanessa Watt is going to the school daily to distribute the milk order. In order to help lighten her load, administration will be asking some of our students to assist with the milk distribution. At this time we have been ordering exact numbers but when the students take over council has decided to order 10 extra milk to ensure that there is no shortage during the transition. <u>Open Table</u> <u>Family Movie Night</u> Moe from Rocky Cinemas has graciously volunteered to donate popcorn for our movie night but needs to know a date so that we can get everything lined up with him. Friday, January 26 at 7:00 pm, the movie will be Elemental Motioned by Elaine Crebas to set a budget of \$300 for the purchase of candy, chips, drinks, and glow sticks to sell at the movie. Seconded by Vanessa Lobley. Motion carried. <u>Bake Sale for 4/5 Field Trip</u> There is a bake sale and silent auction going on during the Christmas Concert to raise money for the grades 4/5 field trip. <u>Busy Hands Initiative</u> Some parents are concerned that their children have been harmed by other students at the school. It was brought forward that having busy hands makes students less likely to harm each other and that having something like a shaker bottle to help when kids are angry gives them an outlet for their emotions. Our family wellness has some items already introduced to the students that are available to anyone who needs them. <u>Primary Care Network</u> There is a behavioral specialist within the Primary Care Network who came to the school to present the Calm to Chaos program. The program was well attended and could be offered again in the future. <u>Grade 1 Teachers Update</u> Mrs. Gillis has announced that she will be retiring after the Christmas break. The	students how to do the distribution of milk. Mr. Bowman and Mrs. Simo to talk with teachers about which classes will be assisting. Darlene Nordstrom to purchase candy, chips, drinks, and glow sticks.
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	hiring process for a new Grade 1 English teacher is expected to be completed next week. There will be a thank you/retirement announcement for Mrs. Gillis during the December 22 assembly. Mme. Bolton is expecting and due in April. <u>Next Meeting: February 6, 2024 at 6:00 PM.</u>	
Adjournment	Adjournment at 8:05 PM.	

Fundraising Society Minutes

Date: December 5, 2023

Time:

6:00 PM

Location: Ecole Rocky Elementary **Minute Taker:** Tiffany Hudey

Name	Role	Attendance	Name	Role	Attendance
Tim Bowman	Principal	Present	Kim Simo	Vice Principal	Present
Darlene Nordstrom	Chairperson	Present	Vanessa Loble	Vice Chairperson	Present
Tiffany Hudey	Secretary	Present	Elaine Crebas	Parent	Present
Vanessa Watt	Parent	Present			



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Agenda Item	Discussion	Action
Call to Order	Meeting called to order at 8:08 PM.	
Approval of Agenda	Approved by consensus.	
Approval of Minutes	Minutes were not available for approval.	
Reports		
Treasurer Report	Treasurer Mark Ceelan was unable to attend the meeting. Vanessa Lobley did a report on the bank balances and some general information. Chequing Account: \$10,709.04 Savings Account: \$31,152.09 We currently have a credit with the Co-op due to a double billing error which resulted in double payment. Panago is one of our highest cost suppliers which makes it one of our lowest margins for fundraising. Since we do not have a contract with Panago council has decided to look into other pizza providers to see what the cost and feasibility of switching would be.	Our hot lunch team of Elaine, Vanessa W., and Terri to look into the cost at Dominos to see if/when we can switch.
Old Business	<u>Growing Smiles Fundraiser</u> We had a few orders that were requested after our due date that have yet to come in. Since West Central High School was also doing a Growing Smiles campaign we were able to get our order added through their school order.	Vanessa Lobley to finalize the Growing Smiles Fundraiser totals for next meeting.
New Business	<u>Valentine's Day Fundraiser</u> After the issues we had with the cookies last year the Co-op will no longer do heart shaped cookies and the cost would also be increasing. Council has decided to try a hard pretzel fundraiser instead. Council to get pretzels and melting chocolate to drizzle or dip the pretzels in for decoration. <u>Discuss new fundraiser opportunities</u> There was discussion last meeting about creating a school-wide recipe book where each student will bring in a special recipe in their family to share with the rest of the community. Due to the high level of organization and planning involved with a	Vanessa Watt to look into the possibility of pretzel donations as well as the cost for pretzels, melting chocolate, and sprinkles in bulk to determine cost so we can price out the pretzels. Vanessa Lobley to get Valentine's ordering



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	school-wide recipe book the idea has been tabled until the 2024-2025 school year.	forms out to students by Jan. 22 so order by date can be Feb. 1.
Adjournment	Meeting adjourned at 8:24 PM.	



**Principal's Report
School Council
December 2023**

1. Fire Drills, Lockdowns, and Hold & Secure

- Our emergency preparedness plan includes regular staff training and drill practice.
- We hold fire evacuations six times a year practicing different scenarios (lost child, blocked entrance, etc.)
- Our emergency training also includes lockdown and hold & secure drills.
 - A lockdown is employed when there is a threat within the school
 - We held a lockdown drill Nov. 27.
 - A Hold & Secure is employed when there is a threat in the community.

2. Cold Weather Policy

- Blue Dot- When the temperature with wind chill registers at **-20** or colder, a blue dot will be placed on the door. Students may enter the boot room to warm up.
- Red Dot- When the temperature with wind chill registers at **-25** or colder, a red dot will be placed on the door indicating an indoor recess.

3. School Illness

- Dec 4/5 saw consecutive days of illness over 10% so we have reported to AHS as required in their Early Identification Response.
- We will likely be placed on a temporary respiratory outbreak for cold-like and flu-like symptoms for two weeks. Other schools in Rocky are already on outbreak.
- It is not unusual to see an illness spike at this time of year. We had a similar spike last year Nov 22-Dec 5, 2022.
- We do have Covid Rapid Test available at the office (expire Jan 2024)
- Staffing also becomes difficult to fill during illness spikes. Internal coverage and class shuffling are possibilities. We are looking for more names on our casual teacher, EA, and Custodial lists.



4. Crosswalk

- Our funding for crosswalks runs out at Christmas.
- We have collected \$800 for the purpose of extending crosswalk service through January 2024.
- After January 2024, we will accept volunteers if available, otherwise the service will no longer be available.

5. Go to the source

- A general reminder to keep going to the source if you feel something doesn't sound right. A study in 2018 demonstrated that false news spreads 6x faster than true information on Twitter.

6. Christmas Concert

- 2 performances Dec 13. 11 am and 1:30 pm.
- Every student involved in presenting "The Gift"

7. We are active on Social Media

- **Facebook:** <https://facebook.com/EcoleRockyElementary> - 690 followers (+181)
- **Website:** <https://ecolerocky.wrds.ca/>
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8. Questions?