

SCHOOL COUNCIL MEETING

June 19, 2024 (5:00-6:00pm) Downstairs Meeting Room Google Meet Link

Members Present: Ashylla Smith (School Council Chair), Japhia Epp (Secretary), Jessica Ames (Principal), Jonina Millis (Assistant Principal), Lindsey Koster (Booster Vice-president), Kinzee Sabey, Jandy Neufeld, Rashelle Leishman, Britni Quinlan, Lacey Poytress (Trustee)

- Call to Order (5:03pm) by Ashylla
 - Welcome and Introductions
- Review of Minutes from Last Meeting May 29, 2024
- 1. (Approve: Lindsey Koster Second: Rashelle)
- Additions to the Agenda
- Reports
 - School Council Executive: <u>School Council Annual Report</u>
 - <u>Trustee Report</u>: select link to see report
 - Superintendent's contract is coming up for renewal and will be renewed or not by the board. That is happening 2024/2025
 - <u>Principal's Report</u>: select link to see report
- Past Business
 - <u>Combined School Council Meeting Ideas</u> Every spring and fall have combined meetings
 - Can add to this agenda for future meetings, contact Jessica or Ashylla
 - <u>Canyon School Based Days Request for 2024/2025</u>
 - Goals and plans for 2023-24, Family Engagement
 - Canyon Education Plan 2023-24

New Business

- <u>Budget and Class Configurations Review</u>: New class configurations for the 2024/2025 year.
 With combined grades as well as continued reductions.
 - 11 classrooms
 - 4 FTE Educational assistants
 - School division takes extra money to fund EAs (3 million)
 - Have received a grant from Jordan's principle which helps greatly with support staff
 - Discussion around split classes and class configurations for 2024/2025. What is best for the students?
- Jump Rope for Heart Feedback
- Staff Appreciation Night:
 - June 27th 35 staff

- <u>Canyon 24-25 LRSD Education Plan</u>
 <u>MRA Guide for Leadership Goal</u>, <u>Canyon MRA 2024</u>
- Booster Society Items/Updates
 - Track & Field Concession
 - Request for Funds: All requested funds were approved
 - Welcome Back BBQ September 12?
 - Fundraiser Fill Your Freezer will look at for next March/April
- Next Meeting Date Wednesday, August 21, 2024?? Jessica and Ashylla Meet with booster
- **Combined meeting with MHHS?** MHHS on September 16th
- Adjourned (6:30pm)

SCHOOL COUNCIL MEETING MINUTES (8th meeting)

May 29, 2024 (5:00-7:36pm) Canyon School, Downstairs Meeting Room

Members Present: Ashylla Smith (School Council Chair), Japhia Epp (secretary), Jessica Ames (Principal), Tess Craig (booster president/treasurer), Lacey Poytress (Board Trustee), Jonina Millis (Assistant Principal), Lindsey Koster (booster vice-president) Christine Bennink Late entry: Marcie Barrios

- Call to Order (5:12pm) by Ashylla
 - Welcome and Introductions
- Review of Minutes from Last Meeting April 17, 2024
 - a. (Approve: Ashylla Smith Second: Jonina Millis)
- Additions to the Agenda
- Reports
 - School Council Executive:
 - Executive Positions
 - Chair: Ashylla Smith
 - Vice Chair: Kinzee Sabey, Britni Quinlan (back up)
 - Secretary: Japhia Epp
 - <u>Trustee Report:</u> select link to see report
 - Budget report through the website link: huge impact of socio-economic standing. We are not as "needy" requiring less dollars
 - Parent chairs that went to ASCA not impressed with this event. Biased presentation leader. Only 9.4% represented by parents.
 - Each individual school has the option to be a part of ASCA. Each council can make the decision to navigate this or not.
 - Reaching out to the Minister of Education representative in our area is a more progressive way to bring up concerns instead of attending the ASCA meeting.
 - <u>Principal's Report</u>: select link to see report
 - Memorial happening for former basketball coach
 - New front end assistant Megan McLeod
 - Busy months with all the assessments happening for students teachers are busy!
 - Grade 5s scored high in CAT 4 assessments
 - Budget and staffing operating budget remained the same. FTE reduced in line with other elementary schools.
 - Music programming cut by ¹/₃ unfortunately and combine classes are necessary
 - Reduce classes to 11 from 12 breakdown of different scenarios for classrooms with number of students for the next 3 years
 - New normal of class size has increased from 23 to 28.
 - The 3-yr rolling average of funding limits the amount of money even from the amount of registrations year to year.
 - STAFFING UPDATES: Ms. Funk taking a LOA, Ms. Robbins retiring

Past Business

- <u>Combined School Council Meeting Ideas</u> Every spring and fall have combined meetings
- Can add to this agenda for future meetings, contact Jessica or Ashylla
- <u>Canyon School Based Days Request for 2024/2025</u>
- Goals and plans for 2023-24, Family Engagement
 - <u>Canyon Education Plan 2023-24</u>

New Business

- Staff Appreciation Night: Ideas? What have other schools done in the past?
 - Booster society typically does something here
 - Continue to do this at the end of the year Luncheon? Cost? Seeds?
 - Covering supervision so that the staff can come together and eat together.
 - June 27th 35 staff
- Track & Field Request for Concession
 - Fort Macleod requested that we run it here in town. Use it as a fundraiser, our school would get the money.
 - Parent volunteers??
- <u>Canyon 24-25 LRSD Education Plan</u>
 - MRA Guide for Leadership Goal
 - <u>Canyon MRA 2024</u>
 - Family Engagement brainstorming
- <u>4 Day School Week</u>
 - In April we scheduled our May School Council meeting to coincide with the Regional School Council Meeting intending to join online. We invited our Trustees to attend this School Council meeting as the 4 Day School Week information had recently come out and there was parent interest to discuss this further together.
 - Jessica apologizes for the miscommunication and that the wrong message was sent regarding joining the Regional School Council meeting online following the School Council meeting.
 - We appreciate our Board Trustee, Lacey Poytress, could join us here at Canyon to contribute and answer some questions here tonight
 - Lacey recorded the conversation and will add comments to the 4 Day School Week engagement session information received.
 - If you have comments, questions, or concerns regarding the 4 Day School Week, please email 4dayweek@lrsd.ab.ca.
- Marcie wants to chat about "Jump Rope for Heart" do we need this? Is it a good fundraiser? Can we fund our own school instead of Heart and Stroke
 - \circ $\;$ Table this until the fall agenda to have a conversation about it.
- Booster Society Items/Updates
 - Request for Funds
 - Welcome Back BBQ
 - Fundraiser Fill Your Freezer will look at for next March/April.
- Next Meeting Date Wednesday, August 28, 2024?
- Adjourned (6:15pm)

SCHOOL COUNCIL MEETING MINUTES (7th meeting)

April 17, 2024 (5:00-6:37pm)

Canyon School, Downstairs Meeting Room

Members Present: Britni Quinlan, Japhia Epp, Lindsey Koster, Marcie Barrios, Ashylla Smith (School Council Chair), Kinzee Sabey, (Vice Chair), Jessica Ames (Principal),

- Call to Order (5:08pm)
 - Welcome and Introductions
- Review of Minutes from Last Meeting March 12, 2024 (Approve: Kinzee Second: Marcie)
 - Joint with Matthew Halton decided on twice a year to talk about calendar dates.
 - A lot of chat about transportation/busing
 - ASCA resolutions

• Additions to the Agenda

Crowded and Complex Classrooms

A look at the state of class size, composition and supports for inclusion in Alberta's public education system.

Reports

- School Council Executive:
 - Executive Positions
 - Chair: Ashylla Smith
 - Vice Chair: Kinzee Sabey, Britni Quinlan (back up)
 - Secretary: Japhia Epp
- <u>Trustee Report:</u> select link to see report
- <u>Principal's Report</u>: select link to see report
 - Linda resigned from part-time at the front office will stay part-time in Nutrition.
 In the hiring process now for filling that position.
 - Submitting for calendar days for PD days/conferences. Will see if they will be approved.
 - Budget update: Funding based on student enrollment over a 3-year average, we have been trending upwards and growing. Base funding up \$100,000 for division.
 - Every 5-year census is done for SES and we came in higher which gives less money per student. This will affect the division nutrition grant that is allocated from central office.
 - Britni had a question about grants applied for: Where are they allocated? Are they school specific or division specific? Can we apply for more grants to gain more funding? What can we help with?
 - Jessica responded that she will reach out when she needs some help, every grant is different based on needs.
 - No PATS this year because of curriculum changes being rolled out quickly. Grade 6 may have the opportunity to write some new pilot exams.

Past Business

• Goals and plans for 2023-24, Family Engagement

- Canyon Education Plan 2023-24
- MRA Guide for School Council Goal

• New Business

- <u>Canyon MRA 2024</u>
 - Measurable Results Assessment: Looking at year to year results.
 - Community engagement has decreased by ten points. How can we engage the community more?
 - Local businesses supporting how can we reach out? Gaining support not only financially but also building relationships for future engagements. We could build a document that can have better communication with the local businesses, bringing in the community for joint projects and initiatives more often.
 - Marcie has ideas for some community business engagement
 - Overall we are seeing improvement across the board, meeting our specific goals from last year.
 - Jessica will review with the staff and set new goals for the year.
- <u>Combined School Council Meeting Ideas</u> Every spring and fall have combined meetings
- Can add to this agenda for future meetings, contact Jessica or Ashylla
 - Canyon School Based Days Request for 2023/2024

Booster Society Items/Updates

- Family Dance Feedback
 - More supervision of children by parents every child needs a chaperone
 - Watching doors and having "Hallway Monitors"
 - Encourage the parents to dance more: create more music for specific dances (father/daughter) having more structure
 - Make it a fundraising event bring food into the mix
- Hot Dog Day Feedback
 - Need a couple more people to help in the morning
 - The list was great for distributing
 - Have 2 more for this year, looking to have 4 next year if it continues to be successful
- Next Meeting Date Wednesday, May 29th, 2024 5-6pm Combined with Booster
 - Upcoming Regional School Council Date: May 29 at 6-8pm
- Adjourned (6:37pm)

SCHOOL COUNCIL MEETING MINUTES (6th meeting)

March 12, 2024 (5:30-8pm) Matthew Halton High School

Members Present: Lacey Poytress (Board Chair, Ward 3), Lori Hodges (Board Trustee), Ashylla Smith (School Council Chair), Kinzee Sabey, (Vice Chair), Aynsley Baker (MHHS Chair), Jessica Ames (Principal), Bryan Burns (Principal), Bonnie Whitford (Assistant Principal), Ian Robertson (Teacher), Crystal Barrios, Danielle Radvak

- Call to Order (5:30pm)
 - Welcome and Introductions
 - Meeting followed by Regional School Council Meeting to begin at 6-8pm
 - Aynsley Baker chairs meeting as it is hosted at MHHS.
 - See <u>Agenda</u> and then the <u>Minutes here</u>.
- Review of Minutes from Last Meeting (Approve: Second:)
 - Scroll down to see below.
- Additions to the Agenda
- Reports
 - School Council Executive:
 - Executive Positions
 - Chair: Ashylla Smith, Vice Chair: Kinzee Sabey, Britni Quinlan (back up), Secretary: Japhia Epp
 - <u>Trustee Report</u>: select link to see report
 - <u>Principal's Report</u>: select link to see report
- Past Business
 - Parent Information Night waiting to hear back from CO for potential speakers
 - Family Dance feedback
 - Hotdog Day feedback
 - Goals and plans for 2023-24, Family Engagement
 - Canyon Education Plan 2023-24
 - MRA Guide for School Council Goal
- New Business
 - ASCA Resolutions 2024
 - <u>Combined School Council Meeting Ideas</u>
 - Canyon School Based Days Request for 2023/2024
 - <u>Alberta School Councils Association</u> Conference (April 26-28)
- Next Meeting Date Wednesday, April 17th, 2024 at 5pm
 - Upcoming Regional School Council Date: May 29 at 6-8pm
- Adjourned (6pm)

SCHOOL COUNCIL MEETING MINUTES (5th meeting)

January 24, 2024 (5:00-6:15pm) Canyon Downstairs Meeting Room

Members Present: Lacey Poytress (Board Chair, Ward 3), Ashylla Smith (School Council Chair), Jessica Ames (Principal), Marcie Barrios, Rashelle Leishman, Kinzee Sabey

- Call to Order (5:04pm)
 - Welcome and Introductions
- Review of Minutes from Last Meeting (Approve: Rashelle Second: Marcie)
 - Scroll down to see below.
- Additions to the Agenda
 - None
- Reports
 - School Council Executive:
 - Formalize Executive Positions
 - Chair: Ashylla Smith
 - Vice Chair: Kinzee Sabey, Britni Quinlan (back up)
 - Secretary: Japhia Epp?
 - <u>Trustee Report</u>: Working on the 4 Day School Week Community Engagement Plan
 - <u>Principal's Report</u>: select link to see report
- Past Business
 - Parent representative per grade/class send out in app as reminder in January
 - Combined Meetings with Matthew Halton Follow-up: open to meeting, 2x per year meet together about combined issues, once in the fall, once in the spring, March 12 regional school council meet 30 minutes before and then join the regional school together, start document to add items, coordinate family activities, grade 6s to boost B teams
 - Parent Information Night waiting to hear back from CO for potential speakers
 - Goals and plans for 2023-24, Family Engagement
 - Canyon Education Plan 2023-24
 - MRA Guide for School Council Goal
- New Business
 - Hot lunch feedback:
 - Other ideas: hotdog day, taco in a bag
 - March 7th Hotdog Day veggie dog, gluten free bun, Marcie to investigate the price
 - <u>Family Dance Planning</u>: Repeat of last year as far as date goes. Thursday night before February break. 15th. 6-8pm
 - Stuart Schramm confirmed he can DJ again. He has black light.
 - Water and cookies, set up chairs along the perimeter of the gym, chairs in hallway as well, maybe block off the stage, black lights or glow in the dark, glow sticks,

Grade 6 glow in the dark face painting, grade groups can pick songs again and lead them when they come on, MHHS fog machine

- Alberta School Councils Association conference at the end of April the board will pay for parents to attend (mileage and hotel), let Lacey know who can attend
- Next Meeting Date Tuesday, March 12th, 2024 at 6pm, Pre-Meeting starts at 5:30pm
 a. Regional School Council Meeting, combined with MHHS.
 - **Regional School Council Dates**: Consider having School Council on these dates and we can all attend virtually together as a council March 12 at 6pm, May 29
- Adjourned (5:55pm)

SCHOOL COUNCIL MEETING MINUTES (4th meeting)

December 20, 2023 (5:00-6:15pm) Canyon Downstairs Meeting Room

Members Present: Lacey Poytress (Board Chair, Ward 3), Ashylla Smith (School Council Chair), Jessica Ames (Principal), Marcie Barrios, Kinzee Sabey, Rashelle Leishman

- Call to Order (5:04pm)
 - Introductions and Welcome
- Review of Minutes from Last Meeting (Approve: Kinzee Second: Rashelle)
 - Scroll down to see below.
- Additions to the Agenda
 - Parent representative per grade/class?
 - \circ $\;$ Aim for Parent Rep for each class.
 - Jess to follow up with teachers.
- Reports
 - School Council Executive:
 - Formalize Executive Positions
 - Chair: Ashylla Smith
 - Vice Chair: Kinzee Sabey, Britni Quinlan (back up)
 - Secretary: Japhia Epp?
 - Trustee Report: <u>December 18th Report</u>
 - Highlights: Nanton School Enhancement update, International Education presentation and <u>4 Day School Week exploration</u>
 - Principal's Report

Past Business

- Parent representative per grade/class send out in app as reminder in January
- Combined Meetings with Matthew Halton Follow-up: Brian is game we are just waiting to hear from him.
 - Feedback from Rashelle: January meeting at MHHS Rashelle will inquire to see if they want to meet 1-2 times per year to coordinate calendars and events such as family movie nights and skating. She will report back if they want to meet in the spring or meet next year.
- Parent Information Night waiting to hear back from CO for potential speakers
- Goals and plans for 2023-24, Family Engagement
 - Canyon Education Plan 2023-24
 - MRA Guide for School Council Goal
- New Business
 - Hot lunch feedback: students excited about the subs today! Went smoothly. Website works well as there are no lost orders or missing change.
 - Other ideas: hotdog day, taco in a bag

- Family Dance: Repeat of last year as far as date goes. Thursday night before February break. 15th. 6-8pm
 - Check with Stuart Schramm if he can DJ again.
 - Water and cookies, set up chairs along the perimeter of the gym, chairs in hallway as well, maybe block off the stage, black lights or glow in the dark, glow sticks, Grade 6 glow in the dark face painting, grade groups can pick songs again and lead them when they come on,
- Next Meeting Date Wednesday, January 24th, 2024 at 5pm
 - **Regional School Council Dates**: Consider having School Council on these dates and we can all attend virtually together as a council March 12 at 6pm, May 29
- Adjourned (5:46pm)

SCHOOL COUNCIL MEETING MINUTES (3rd meeting)

November 22, 2023 (5:00-6:15pm) Canyon Downstairs Meeting Room

Members Present: Ashylla Smith (School Council Chair), Jessica Ames (Principal), Marcie Barrios, Britni Quinlan, Lori Holmes, Kinzee Sabey, Japhia Epp (late entry)

- Call to Order (5:03pm)
 - Introductions and Welcome
- Review of Minutes from Last Meeting (Approve: Britni Second: Kinzee)
 - Scroll down to see below.
- Additions to the Agenda
 - Parent representative per grade/class?
 - Aim for Parent Rep for each class.
 - Friday memo, push out on website/app, email Ashylla if interested.
 - <u>Did You Know Poster</u> for parent/teacher conferences, include mission statement.
- Reports
 - School Council Executive:
 - Formalize Executive Positions
 - Chair: Ashylla Smith
 - Vice Chair: Kinzee Sabey, Britni Quinlan (back up)
 - Secretary: Japhia Epp?
 - Trustee Report:
 - Principal's Report
 - Teachers report included: Reading challenge starting next week, skating this week for grade 1.
- Past Business
 - Yearbook Follow-up: We are going through with this!
 - Combined Meetings with Matthew Halton Follow-up: Brian is game we are just waiting to hear from him.
 - Hot Lunch follow-up, <u>Healthy Hunger</u>: Subway! 6" Inch Sub, drink and cookie. Form filled out 10 days ahead of time. Parent volunteer to pick up lunches at 12. How can we streamline ordering? <u>Healthy Hunger</u>: Can order online \$7. Company takes 4.5% off of raised funds for using the platform. Could include milk sales.
 - This could really save time and logistics. Parents could order online, less logistics for planning.
 - No reimbursements would happen for absent children, the school could store the food for X number of days in the lunch room fridge.
 - \circ $\;$ Easily add other places down the road.
 - Milk sales follow-up: Days? Kindergarten? Sell for \$1. Monday and Thursday to give opportunity for both kindergarten classes. Chance for including more days in the future if there is demand.

- Ashylla makes a motion to start up milk sales on Mondays and Thursdays. All in favour. No opposed. Seconded by: Kinzee Sabey.
- Ashylla makes a motion to start up the hot lunches. All in favour. No opposed. Seconded by: Britni Quinlan. Hot lunches once a week on wednesdays.
- New Business
 - Family Dance: Repeat of last year as far as date goes. Thursday night before February break. 15th. 6-8pm
 - Parent Information Night: Chad seems to no longer be the best resource but has connections.
 - Napi friendship center has presentation material for cell phone use, perhaps we could use that. Bring awareness to technology and open communication.
 - Goals and plans for 2023-24, Family Engagement
 - Canyon Education Plan 2023-24
 - MRA Guide for School Council Goal
- Next Meeting Date Wednesday, December 20th, 2023 5pm
 - **Regional School Council Dates**: Consider having School Council on these dates and we can all attend virtually together as a council March 12 at 6pm, May 29
- Adjourned (5:59pm)

SCHOOL COUNCIL MEETING MINUTES (2nd meeting)

October 25, 2023 (5:00-6:15pm)

Canyon Downstairs Meeting Room

Members Present: Ashylla Smith (School Council Chair), Jessica Ames (Principal), Japhia Epp, Kinzee Sabey, Aynsley Baker (late entry)

- Call to Order (5:03pm)
 - Introductions and Welcome
- Review of Minutes from Last Meeting (Approve: Ashylla Smith Second: Kinzee Sabey)
 - Scroll down to see below.
- Additions to the Agenda
 - Yearbook: Thoughts? Sold 90 copies last year, do we want to do it again? Process is easier the second time. Photography club taking pictures for the yearbook. Approach the grade 6 kids about taking this on.
 - Motion: Combine School Council meetings with Matthew Halton.
 - Email was sent to Bryan: Advisors (Halton) vs Formal Council what does this look like. Once or twice a year (march/april), coordinate schedules/dates to be helpful for families.
 - Can we hear from Rachelle? Ideas for collaboration.
 - Jessica will follow up with Bryan on this
 - Combined meetings with Matthew Halton (Motion approved)
- Reports
 - School Council Executive
 - Trustee Report: Who is our trustee and how are we communicating to them: Lori and Lacey have been present in the past
 - Principal's Report
 - Staffing: New educational assistants Danika Leavitt from early learning day care. Kendra Yanke filling in since the beginning of the year
 - Annual plan goal: progression on this
 - Emergency school closure plan: Home packets sent home (no feedback on this so far) and on the website
 - 65-70% in favour during survey
 - New safety officer lockdown practice, meeting with kids around safety within school grounds
 - Jessica sits on the Police advisory committee: Any feedback I can bring forward would be great: Another crosswalk closer to the daycare to help with traffic walking across. Is there a place that can be safe to cross in front of the buses? What would that look like? Reflective sign?

• Great job on the parking lot management. Kids safety is first!

<u>Teachers report</u>: No teacher representative present today: See principal's report for expansion on teachers report.

Past Business

• Trunk or Treat: tabled until next year. Didn't want to interfere with grade 6 carnival as well as limited time to get commitment from parents. Would need a minimum of 3 hours to get all the kids through the "trunks". We will revisit this matter next year.

New Business

- Goals and plans for 2023-24, Family Engagement
 - Canyon Education Plan 2023-24
 - MRA Guide for School Council Goal
 - Community/Parent engagement: Bringing back hot lunches: What does this look like? Using local businesses, Soup day, once a month possibly.
 - ACTION STEP: Jessica will connect with Tess and the booster club. Who to contact first for food? Subway has worked in the past.
 - Milk sale program....will this come back?
- Next Meeting Date Wednesday, November 22, 2023 @5:00pm with Chad coming at 5:30.
 - Chat about family dance at the next meeting
 - Parent information night Technology Information with Chad Kusyk
 - Where are we with the modernization of our building? Why are we being forgotten?
 - Let's close the loop of communication with the school board trustees and keep them coming and interested in our meetings. ACTION STEP: Jessica will include Ashylla in the email conversations and send personal emails to the trustees reminding them of our meetings along with google meet links.
- Adjourned (6:12pm)

SCHOOL COUNCIL MEETING MINUTES (1st meeting)

September 27, 2023 (5:00-6:15pm) Canyon Downstairs Meeting Room

Members Present: Ashylla Smith (School Council Chair), Jessica Ames (Principal), LaDawn Funk (Grade 2 Teacher), Britni Quinlan, Kinzee Sabey, Japhia Epp Regrets: Rachelle Leishman

- 1. Call to Order (5:03pm)
 - a. Introductions and Welcome
- 2. Review of Minutes from Last Meeting (Approve: Britni, Second: Kinzee)
 - a. May 30, 2023 Minutes

3. Additions to the Agenda

- a. Hallowe'en Trunk or Treat
- b. Combined meetings with Matthew Halton (Motion approved)
 - i. Motion: Combine School Council meetings with Matthew Halton.

4. Reports

- a. School Council Executive:
 - i. Annual Report 2022-23
 - ii. Admin Procedure 110 School Councils
 - iii. Canyon School Council Operating Procedures
- b. Trustee Report
- c. Principal's Report
 - i.

5. Past Business

- a. Welcome Back BBQ
- b. Canyon2Go

i.

- 6. New Business
 - a. Goals and plans for 2023-24, Family Engagement
 - i. Canyon Education Plan 2023-24
 - ii. MRA Guide for School Council Goal

iii.

- 7. Next Meeting Date Wednesday, October 25th, 2023
- 8.
- 9. Adjourned (6:12pm)