

## Nicholas Sheran Council Meeting

Wednesday, September 20, 2023 at 6:30 pm in the NS Staff Room

***Land Acknowledgment: In a spirit of truth and reconciliation we would like to acknowledge that our meeting tonight takes place on the traditional land of the Blackfoot people.***

### **Purpose of School Council (ASCA website):**

*School councils are structured groups of parents, principals, teachers, secondary students and community representatives who work together to effectively support and enhance student learning. They provide a means for members of the school community to consult with and provide advice to the principal and the school board.*

**Call to order:** 6:32 by Tisha

**Welcome/Acknowledgment & Introductions:** Megan L, Monnu B., Riah S., Brette T., Meggan H., Nicole H., Pat R., Lucy D., Sarah H., Lindsay O., Karma V.S., Tisha E., Stephen W., Aaron F., Owen S., Tyler W., Maria D., Silvana C., Rosie F.

**Any Additions:** Nothing to add.

**Approval of Agenda/Second:** Monnu B. and Nicole H.

**Approval of previous meeting Minutes/Second:** Karma V.S. and Lindsay O.

### **AGM- Election of Officers**

Chairperson: Sarah H.

Vice Chairperson: Lindsay O.

Secretary: Brette T.

Treasurer: Lacey M.

Division Council Reps: Monnu B and Tyler W. (Lindsay O. Alternate)

**Request for Hot lunch Committee:** Meggan H., Rosie F., Brette T., Riah S

**Fundraising Committee:** Meggan H., Megan L., Brette T

**Events & Staff Appreciation:** Tisha E., Nicole H., Lindsay O., Sarah H.

**Teacher Presentation:** Owen S. (music teacher)

-Junior choir will begin in October will run Wednesday mornings from 8-8:40

-Senior choir begins September 28 and will run every Thursday morning from 8-8:40

-there will likely be two different handbell groups on Monday and Wednesday mornings from 8-8:40.

Permission slips for all groups will be coming home soon.

The choirs will be participating in several events throughout the school year, including with the Lethbridge symphony, a fundraising concert for the Lethbridge Soup kitchen, concerts at Age Care Columbia and the music festival.

There will be no Christmas concert this year, concerts will be alternating between a Christmas concert, no concert, spring concert and so on.

There will be a Dominos Pizza fundraiser coming up in October to help raise funds for the music programs.

September Update to School Council – September 20, 2023

### Admin Report

- Staggered Entry, Students on the bus, and meet the staff night:
  - Staggered entry went well from our perspective! We appreciate students and families being flexible with their days so that we can have smaller classes on those first two days of school. We believe it helps with our transitions to the new school year. We had back to school assemblies on each day to introduce staff.
  - Students are successfully riding the bus to and from school. We appreciate the support of families who are helping students to get on and off. Mr. W and Mr. Fitchett held meetings at the end of each day for the first week so that we could establish routines with all students.
  - Welcome Back and Meet the Staff Night went very well on September 13. Thank you to all the students and families who came out to meet with us. We had a great time, and we appreciate the support.
- Student population totals & class size ranges
  - Average class size of about 20.5; ranging from 21-25, with kindergarten being in the 16-17 range. Total students in the school including EEP is 389; recall we lost an EEP classroom this year and now we share a full-time program with Dr. Probe.

Grades	Enrollment Numbers
KG	50
1	70
2	63
3	71
4	58
5	57

- 
- Staffing Updates
  - Of course, we know that Mrs. Huckabay has been hired to a full-year position to cover a leave of absence for Mrs. Howe (Grade 3).

- We are in the process of finalizing the hiring process for a new grade one position. This will allow us to create a fourth class out of our current three classes. This will bring our class sizes from about 24 on average to 17 and 18. We have been communicating our plans this week with families, and we will continue to share details as the week progresses.
- Announcements (TEAMs), and Assemblies
  - Assemblies will be open to spectators, will ask teachers to contact parents of students being recognized. We plan to create a bulletin board (Mrs. Niven's idea) in the front hallway so that we can post some photos of our amazing award recipients. We think they are worth celebrating. Thank you to Mr. Sheedy and Mrs. Beekman who are taking a leadership role in helping us plan assemblies. They have some amazing ideas we look forward to trying. Mrs. Miklos will update the school calendar with the dates! We will alternate between Tuesdays and Wednesdays to capture both kindergarten groups.
  - We continue to do our morning announcements on TEAMs, including Mindful Mondays with Mrs. Robinson and Indigenous Education announcements with Mrs. Melanie Morrow on Tuesdays. Mrs. Niven and Mrs. Beekman have started the NEWS with our amazing students who are taking turns doing news-style bulletin updates on the morning announcements. It's amazing to see.
- Bookmobile is in the Nicholas Sheran parking lot every Wednesday from 2:30-4:15.
  - Partnership with some classes to share books, library cards are free and no late fees!
- Terry Fox Run this Friday (September 22) – goal to raise \$766.00 (were at \$250.00 as of Tuesday)
  - We will start our run/walk at 9:15am on Friday. The other west side schools are going to be joining us as is the tradition. This year we will split into two groups (one heading north-west and one heading south-west) into the park so that we can maximize seeing as many of our west side friends as possible! The students have been learning all about Terry Fox in their classrooms for the past two weeks, and we are gearing up for a special day. Thank you for discussing the importance of cancer research with your students.
- Run for Reconciliation – (Running from Maritimes to Victoria 5026 kms)
  - To coincide with Orange Shirt Day on September 29, our students are learning about Truth and Reconciliation in their classrooms and what that means to us. The conversations are age-appropriate, focused on taking care of others, and expressing our commitment to reconciliation as an action and a verb. It is something we do. We are tracking our KMs each week for this week and next (up until September 29<sup>th</sup>) to see if we can add up to the distance across Canada. Indigenous Education departments from our school division, Holy Spirit, and Palliser are all participating! It's a great initiative and we are grateful to participate.
- Picture Day - Sept 25, 26
  - Mrs. Miklos is working with Life Touch to finalize the schedule. We apologize sincerely that it has not been sent to you yet. We are trying to determine if we need two days or just one. We will send that information as soon as we can!
- Orange Shirt Day – Sept 29. We look forward to this important day each year. National Day for Truth and Reconciliation is Saturday, September 30, and we hope our students and families can get involved in activities in their community.

- OKI Sign from the City of Lethbridge Truth and Reconciliation committee...not sure when this will be delivered. It is to be placed on the fence surrounding the school field. We are hoping to create a school-wide engagement.
- Parking
  - Our parking lot is generally not a safe place for student drop-offs and pick-ups.
  - We are seeing increased instances of people using the permitted, accessible spots on the south end of the lot for their drop-off and pick-up.
  - There are multiple instances of long lines, frustrated motorists, and the mixing of small children and vehicles in our lot.
  - We are exploring many different avenues to reduce or eliminate traffic on our lot. We realize that every school has challenges with drop-off and pick-up, but this is particularly difficult. We have met with maintenance to discuss repainting the lines, adding access points in the City of Lethbridge fence, and blocking off the parking lot entirely. We will update parents if we decide to pilot some new strategies. Some things need to change, because currently we spend our mornings supervising traffic instead of greeting children. Some suggestions from parents: parking passes, asking the city if parents can park in the lot across the street, asking the city to install crossing lights at crosswalk.
- New curriculum PL
  - Members of our school team have been attending professional learning last week surrounding new curriculum implementation for science and math. This was Mr. Fitchett, Mr. Woodcock, Mrs. Fujikawa, Miss Boschee, Mrs. Rhodes, Mrs. Niven, Mr. Firth, and Ms. Gotgilf. We even snuck Mrs. Beekman into a session.
  - We will work with teachers as they implement the new curriculum, bridge from old to new, and support student learning. The school division has ordered a significant number of new resources for us, including informational books, picture books, and manipulatives that will support our learning and implementation. Mrs. Woods is diligently adding these to our professional library and then signing them out to teachers.
- Early-year Assessments
  - This has been busy. Teachers are preparing for (and starting) annual Fountas & Pinnell reading assessments with students. There are also a number of assessments mandated by Alberta Education that are being done at the moment. Although we have various deadlines throughout the school year, we have some important ones coming up for grades two and three at the end of the month. Thank you to our classroom teachers, students, and Mrs. Beekman and Mrs. Smith who have been diligently working with students to accomplish these assessment goals and upload the data to the government portal. The grade one assessments will be happening in January.
- Nutrition Grant, Breakfast Club, Snack Club
  - Our staff committee is meeting tomorrow morning at 7:45am to discuss this!
  - We have school parent, Angie Vallee, is our contractor this year for breakfast club, and she will also do the shopping for our universal snack program
  - We anticipate working with our amazing supporters and donors from the past – spread the word that we are working to feed our amazing students to ensure they are ready to learn! While we did receive more grant money this year, it still will not be sufficient to keep the program running for the duration of the year-donations are always welcome!

- School Based Care Team
  - The new model includes Mrs. Robinson and Mrs. Kitagawa. We are excited to have Mrs. K on Fridays starting in October. Her role will be to support students as well as the school in general. On these days, Mrs. Robinson will be at Dr. Probe!
- Grade Level Engagements at School Council
  - October, grade one; November, grade three; January, grade four; February, no grade; March, grade two; April, grade five; May, kindergarten.
- Re3 Program: recycling, organics/compostables, refundables, and garbage.

#### School Goals and Assurance Plan

- Aaron and Steve will share the School Assurance Plan document that was created in the spring. We will have time to make some adjustments for this school year, as needed, and take feedback. It can be found on the school's website under About Us or at this link: <https://ns.lethsd.ab.ca/about>

**Treasurer Report:** Given by Tisha on behalf of Lacey M. Spreadsheet was provided with finances for the previous school year (provided at the end of the minutes). In summary, there is currently \$10737.93 in the council bank account, last year budgeted to spend \$7050. Request put out to admin. To come to the next council meeting with any big requests for money from parent council.

**District School Council Report:** Tisha E. During the last meeting, information was provided to council about RAP (Registered Apprenticeship Program) and the dual credit programs. Information was also provided about the SOGI and anti-racism and anti-oppression policies.

**Trustee Report:** Craig Whitehead (not present)

**Executive Council Report:** Mike Nightingale (not present)

New Date for Parent Council: Third Tuesday of each month, so that we are not back-to-back with GS Lakie. Need to amend school name to Nicholas Sheran for bank records.

**Old Business:** Nothing to add

**New Business:** New Budget to be presented in October. Tisha motioned to approve moving the Date and time of parent council from the third Wednesday of each month to the third Tuesday of each month beginning at 6:30pm. Motion passed.

Tisha motioned to amend the school name to Nicholas Sheran Elementary School for bank records. Need to order new cheques for parent council with the correct name for the school. Motion passed.

Roles of School Council members:

**Chairperson:** It is expected that the school council chairperson will be a parent of a student attending the school. \* The chair should be someone who can work collaboratively and knows how to organize both programs and people. The chair should actively encourage others to become engaged in meaningful ways. Typical chairing duties include: • chair all meetings of the

school council • coordinate with the principal to establish meeting agendas • ensure that the operating procedures are current and followed • be the official spokesperson of the school council • ensure there is regular communication with the whole school community • stay informed about school board policy that impacts school council • comply with the School Councils Regulation by providing the school board with an annual report that summarizes the school council's activities for the previous school year, including a financial statement relating to money, if any, handled by the school council

**Vice-Chair:** On some school councils, the role of chair is shared, either through the creation of cochairing positions or through the chair's dependence on the vice-chair to undertake part of the work. Typically, the vice-chair's duties are, in the event of resignation, incapacity or leave of absence of the chair, to fulfill the chair's responsibilities, and in the absence of the chair, supervise the affairs and preside at meetings of the school council.

**Secretary:** The school council secretary typically acts as a recorder at each meeting and ensures that the minutes are prepared accurately to reflect the directions agreed to at the meeting.

**Treasurer:** If the school council is handling money, through fundraising activities or donations, the treasurer keeps accurate records of all financial transactions and ensure that records are available upon request of the school board or school community

**Future Meeting Date:** Tuesday, October 17, 2023

**Motion to Adjourn:** By Tisha at 7:58.

Treasurers Report: Provided by Lacey M., presented by Tisha E.

Balance from previous year \$3,512.00		
Allocation from society \$3,488.00		
Society closing balance deposited for 23/24 \$1071.92		
	<b>Budget 22/23</b>	<b>Actual 22/23</b>
<b>Revenue</b>		
School Board Grant (to be used for travel expenses for conference province wide) - April	\$ 250.00	\$ 182.96
<b>Expenditures</b>		
<b>Events</b>		
Christmas concert w/ cookies, hot cocoa pack w/ candy cane for each student in school (originally was Christmas Caroling)	\$ 200.00	\$ 200.00
Family Fitness Challenge	\$ 300.00	\$ 250.86
End of school year - Giant freezies	\$ 100.00	\$ 94.44
<b>School use</b>		
Gaga ball pit	\$ 900.00	\$ 977.83
<b>Staff Appreciation</b>		
Admin day (5@\$50/ea, possibly a G/C)	\$ 250.00	\$ 250.00
Teacher appreciation day	\$ 350.00	\$ 195.91
<b>Classroom Allotments (use towards class materials, rewards, field trips, etc.)</b>		
<b>Total amount \$3950.00</b>		
\$200/classroom (17 rooms)	\$ 3,400.00	\$ 3,400.00
Nikki's Den	\$ 200.00	\$ 200.00
Mr. Sheedy (Music room)	\$ 200.00	\$ 200.00
EEP	\$ 150.00	\$ 150.00
<b>Discretionary Fund for school Requests</b>	\$ 1,000.00	\$ 937.96
<b>Total Budget YTD</b>	\$ 7,050.00	
<b>Actual Total YTD</b>	\$ 6,857.00	
<b>Funds to carry over</b>	\$ 67.04	