

**Lakeland Ridge School Council
Annual General Meeting Minutes
Wednesday September 28, 2016
6:30 – 8:00**



Attendance:

Annette Hubick, Chair	Michelle Lyster	Toni Januario, Treasurer
Jen Callicot	Mandy Isaac	Kathryn Piercey
Lindsay Arndt, Vice Chair	Helena Hyslop	Cathy Houghton
Amy Dieser	Sheri Straigh	Kathleen Engel, Secretary
Bridgette Hardy-Crytes	Kristine Haug	Jennifer Cole
Corrine O'Neal	Dinene Yaniw	Nicole Low
Denise Silzer	Sherry Smith-Miranda	Heather Butt
Terri Ackroyd	Karla Satchwell, Principal	Trina Boymook, EIPS Board Chair

The meeting was called to order by Annette Hubick at 6:33 p.m.

1. Introductions and Opening Remarks

Introductions around the room.

2. Election of 2016/17 School Council Executives (Karla Satchwell)

POSITION	PERSON	MOTION	SECONDED	CARRIED
Chair	Annette Hubick	Amy Dieser	Michelle Lyster	✓
Vice-Chair	Lyndsay Arndt	Toni Januario	Terri Ackroyd	✓
Treasurer	Toni Januario	Lyndsay Arndt	Michelle Lyster	✓
Secretary	Kathleen Engel	Michelle Lyster	Amy Dieser	✓

3. Approval of/Additions to June 13, 2016 School Council Minutes (Chair)

No amendments were required. **Motion** to accept the agenda as presented: Amy Dieser. **Seconded:** Toni Januario. **CARRIED.**

4. Approval of/Additions to September 28, 2016 Meeting Agenda (Chair)

Agenda was modified to include:

- Addition of discussion of KEYS program
- Addition of discussion on Christmas Concert for 2016

Motion to approve the modified September 2016 agenda: Amy Dieser. **Seconded:** Sherry Smith-Miranda. **CARRIED.**

5. Reports

a. Staff/Leader in Me Update (Karla Satchwell)

- "Week of Welcome" was successful and busy. It included Meet the teacher morning, Terry Fox Run and a Fat Franks lunch.
- Monthly Assemblies will be held

b. School Administration (Karla Satchwell)

- Junior High Awards will be held on September 29th.
- Picture day also September 29th. ICON is the photographer again this year

- Newsletter – no newsletter went out in September. Principal Satchwell asked whether or not it was still something the parents wanted to receive. The unanimous response was YES, it is still something that is of benefit. E-mail/v-mail announcements are good but parents are left with nothing to reference and emails could get too long or too frequent.. Parents suggested that, if the school wants to save money on printing costs, the newsletter needs to be emailed to parents and available online. It was also noted that the online school calendar needs to be updated.
- A question was posed as to how clubs/extracurricular activities are communicated to parents and students. It was explained that the teachers that are heading it up take on that responsibility. This is why the communication is not consistent from activity to activity. Parents requested that perhaps this could be standardized and added to the website (it would be nice to know how to get in, what's involved etc.). Parents or students who have ideas for clubs/activities they would like to start can bring them to Principal Satchwell.
- Suggestion also made to create a New Parent Orientation so those new to LLR know what we offer, what's available for our kids, what the expectations are on both sides, and basic logistics, etc.

c. EIPS Board Report (Trina Boymook)

(Notes below provided by Trina Boymook)

- On September 1 the Board met with the Minister. He is meeting with each individual School Board. Key topics discussed with the Minister were student mental health, Transportation funding formula (effects of the carbon levy) and Alberta Infrastructure Management capital projects.
- The second of two open houses for the new school was held tonight. The open house was intended to show the site layout and the draft school design. All the information that was shared at the open house is available on the EIPS website.
- With construction of the new school in Sherwood Park starting this year they will be reviewing the boundaries for Sherwood Park. They will need to establish the attendance boundaries for the new school and do some rebalancing. A number of public consultations will take place this year. Lakeland Ridge attendance area will be part of this review. Consultation will begin after Christmas holidays.
- Committee of School Councils (COSC) Mix and Mingle was Wednesday September 21, 2016. An invitation went out to principals and their school council representative to attend. The first COSC meeting is October 5, 2016 at 7pm in the EIPS Central Office Board Room Agenda items include AP 311 Welcoming, Caring, Respectful and Safe Learning Environments for Students, AP 350 Student Conduct, AP 164 Nutrition and Parents as Partners. *Annette will attend and report back any relevant information.*
- Modular unit temperature study is soon wrapping up. The Board is expecting to review the results at their November Education Committee meeting.

d. Parent Action Society (Annette Hubick)

- New bylaws need to be cleaned up and resubmitted
- ADmazing fundraiser yielded better than expected results with approximately 550 books sold
- Hot Lunches continue to be a success. Positive feedback received on increasing the order frequency from last year. Positive results so far. Excellent volunteer turnout
- Would like to consider fewer but more meaningful/effective fundraisers this year

- New board will be elected at tonight's meeting

e. 2015-16 LLRSC Annual Financial Report (Toni Januario)

- No money was required from PAS for the year
- No activity took place (other than bank fees)
- May want to look into / discuss possibility of eliminating the need for the bank account as it is simply costing bank fees to keep account open but all funding type programs/activities are handled effectively by PAS.

6. Open Discussion / Future Agenda Items (Chair)

a. 2016-17 School Council Meeting Schedule

October meeting will need to be moved due to Parent/Teacher Conferences. Otherwise looks like meetings will remain last week of the month. The chair and principal will meet to finalize the schedule and major agenda items for the remainder of the school year.

b. July 18, 2016 DPA Meeting

Meeting notes can be found on the LLR website

- Concerns about the kids requiring their free time meant that the concession was made to revert back to providing DPA during instructional time.

c. Extension of LLR School Day

This was a DPA meeting item

See Time table item below.

d. Timetable Changes for 2016-17: Update

- The government mandated 30 minutes of Daily Physical Activity (DPA) is now delivered as a ½ period of Phys. Ed., daily the gym is however now shared with another class. Last year, it was delivered as 3 full periods of Phys. Ed. And 2 full periods of "DPA" (which, in many cases, was not in the gym) in a 6-day cycle. Parents shared the positives (e.g., getting in the gym every day, seeing friends from other classes) and negatives (crowded, no time/space to play a game, not a lot of time for the physical activity after accounting for traveling to the gym, instruction and demonstration) of timetabling gym
 - Principal Satchwell advised it's too late to change timetable this year but they will reassess for next year
- Lunch time is now at total of 37 minutes. We lost 5 minutes from the allotted eating time and 5 minutes from the allotted play time from last year. Principal Satchwell explained that this was mainly a result of adding 2 minutes between each period for Junior High students to allow for transitioning between classrooms.
 - Some teachers in the younger grades are using these 6 minutes to start getting ready for lunch but it is not consistent.
 - Parents are extremely concerned about the loss of proper eating time (now 17 minutes).
 - They are open to suggestions for next year; please send any suggestions to Annette Hubick and Principal Satchwell.
 - Many parents expressed disappointment that these changes were introduced as they had understood after the July 18 meeting that DPA was remaining status quo and that no changes to lunch, recess or gym had been discussed as a consequence

of this. Parents also expressed that they would have appreciated a clear announcement of these changes.

- It was noted that since the Assistant Principals are largely responsible for developing the timetable, they should attend school council meetings.
- Mrs. Satchwell will consult with the faculty as well to see how we can deal with the lunch timing. Staff feedback on the new way DPA is scheduled will also be sought. She will report back to us.
- Again, will revisit for a permanent solution for next school year.

e. JH for 2016-17 – Options: Availability, Class Sizes, Flex Blocks

Not discussed due to time constraints. Table for a future meeting.

f. Status of EIPS Policy/Review on Temperature in Portables

See EIPS notes above. Will be discussed at their committee meeting in November.

g. Background of Roll out of EIPS AP 164 (nutrition policy)

Annette will get more information from COSC meeting and report back

h. Other Items from floor for future meetings

i. Christmas concert for 2016

Was not an option for this year as SCA facility is under construction. Will look at it for 2017 Christmas. Spring concert was a success and did get really good feedback from the Survey done in the Spring. If SCA Construction not complete will be looking at Park Church for the Spring Concert.

Winter Carnival will be held on December 8, 2016.

ii. KEYS Program

Due to time constraints was not discussed. Tabled for a future meeting.

7. Next Meeting Date

October meeting date currently scheduled of October 26th conflicts with parent-teacher conferences. Schedules will be consulted and Annette will send out revised October date shortly. Principal Satchwell said she will accommodate whatever is decided.

8. Meeting Adjournment

Motion to adjourn: Bridgette Hardy-Crates at 8:19 p.m. **Seconded:** Sherry Staigh; **CARRIED.**