

**Lakeland Ridge School Council  
Annual General Meeting Minutes  
Wednesday October 19, 2016  
6:30 – 8:00**



**Attendance:**

Annette Hubick, Chair	Lauree Lafnier	Toni Januario, Treasurer
Jen Callicot	Mandy Isaac	Lindsay Arndt, Vice Chair
Bridgette Hardy-Crytes	Sheri Staigh	Kathleen Engel, Secretary
Crystal Brownlee, Teacher	Kristine Haug	Jennifer Cole
Trena Kriaski	Melissa Kerr, Assistant Principal	Aaron Tuckwood, Assistant Principal

The meeting was called to order by Annette Hubick at 6:32 p.m.

**1. Opening Remarks and Welcome (Chair)**

**2. Round Table Introductions**

Introductions were made around the room

**3. October 19, 2016 Meeting Agenda Amendments and Approval (Chair)**

Agenda was modified as follows:

- Melissa Kerr is currently acting Principal in Karla's absence.
- Accountability presentation will be deferred until Karla returns

**Motion** to approve the modified October 2016 agenda: Sheri Staigh. **Seconded:** Jen Callicot. **CARRIED.**

**4. Approval of/Amendments to September 28, 2016 Meeting Minutes (Chair)**

Section 6.h.i. (Christmas Concert) minutes to be amended to reflect that Principal Satchwell advised that the reason for no Christmas concert in December 2016 was mainly due to the results of school administration's survey of parents and staff conducted in late spring 2016, which indicated overwhelming preference for a Spring concert. **Motion** to accept the minutes as amended: Lindsay Arndt. **Seconded:** Mandy Isaac **CARRIED.**

**5. For Information (Annette Hubick)**

**a. Literacy Day and Limitless Literacy**

*See handout Literacy Day & Limitless Literacy flyers*

Flyers for these events were distributed to attendees.

**6. Reports**

**a. EIPS Board Report (Annette Hubick on behalf of Trina Boymook)**

*(Notes below provided by Trina Boymook)*

- EIPS student enrolment is up by 284 students over last year. We have a total of 17,150 students in our 42 schools. The growth is spread throughout our school division.
- Administration is recommending that the Board approve the modular request at our October 20 Board meeting. The recommendation includes 2 to address enrolment pressures at Mills Haven. The remaining 11 is to deal with Health and Safety Concerns and Aging Concerns. All 11 modulars were built in 1975. **(Annette noted that LLR's portables were built much later and not included in this replacement. She reminded parents that the division's report on temperatures in all portables is due in November)**

- The Board will be holding Results Reviews in the month of November. Lakeland Ridge Result Review will be held at 1pm November 28 at Fultonvale Elementary/Junior. This is open to the public to attend. There is no limit to the number of people who can attend. Attending Trustees will facilitate a discussion around the 4 schools achievement results and their plans for supporting the Division's 3-year education plan. I hope that you will be able to join us.
- The November 24, 2016, Board meeting is one of two evening meetings being held this year. The public meeting will start at 6pm. At this meeting we will be approving the Annual Education Results Report, Audited Financial Statements and the 2016/17 Fall Budget. We will also be receiving the 10-Year Facilities Plan for information.
- Government launched a survey as part of the curriculum review public consultation on October 18, 2016. Copy of the press release with the direct link to the survey is enclosed. Please take time to complete the survey as the feedback collected will guide the work in modernizing Alberta's curriculum.

**b. COSC – Committee of School Councils** (*Annette Hubick*)

- After 1<sup>st</sup> report card (piloted last year in other division schools), EIPS will send a survey to parents.
- Annette requested that EIPS make a presentation to LLR school council on how to make the most of these online report cards. This is planned for November's meeting.
- Nutrition Policy was on the agenda but not a lot of discussion on it. They've requested feedback and it will be on the agenda of a future meeting. Questions were asked that made them pause.
- AP 311 and 350 - COSC members were told feedback would be sought before being published, but it was not. Central office advised this was due to the Education Minister's tight timelines. Because these are Admin procedures, they are easier to amend so parents can still provide feedback
- Annette was elected Vice Chair. This will give us a stronger voice.

**c. Parent Action Society** (*Annette Hubick*)

- Panago pizza party for winners was on Oct 19th
- Next meeting Nov 2<sup>nd</sup> – planning meeting for the year. They will be on track for tacking on to the SC meetings going forward from that point.
- Weekly Hot Lunch is being considered. Terry Ackroyd (Hot Lunch Organizer) needs to assess volunteer capacity and demand before doing so before moving forward.
- Lyndsay Arndt requested that parents let Michelle Lyster (PAS President) or Terri Ackroyd know about any Quiznos issues/concerns; they would like more information to have informed conversation with Quiznos and determine if they will be used again. Quiznos is currently booked again for a December hot lunch.

**d. School Council Executive** (*Annette Hubick*)

- SC had to submit its plan as part of LLR's School Education Plan. Given only a few days' notice, Annette had to submit the plan without school council input (See attached document). It was submitted to EIPS trustees and will be posted on the school website. The version on our school website can be changed if we feel the need. The plan included strategies to achieve the following goals:

- Goal 1: Promote and facilitate the role of “parents and partners.”
- Goal 2: To increase parent awareness, engagement and involvement in school and school council initiatives.
- A meeting will be held with ICON next Friday to discuss quality of photos this and past years. We will invite competitive proposals and a shortlist will present at an upcoming school council meeting to gather parent input on supplier preference. There is no contract in place with the school or district contract so it is open.
  - Suggestion was made to have parent volunteers to assist in the prepping of the kids next year -- no matter who we end up choosing

**e. Administration (Melissa Kerr)**

**i. Treaty 6 – incorporation into assemblies**

- Presentation information from Melissa:
  - There is a Canada-wide movement in the education sector to start addressing the calls to action from the Truth and Reconciliation commission’s 94 recommendations.
  - This is embedded at every level of the education system.
  - We want to allow our children to practice and put in place habits 4 and 5 of leader in me.
  - At all LLR assemblies, we make an acknowledgement that we are on Treaty lands.
  - As part of the proposed new provincial standards, teachers and principals will be evaluated on how First Nations, Metis and Inuit (FNMI) concerns, issues and history are being incorporated into teaching and messaging.
  - The division has hired a consultant to advise on FNMI-related issues.
- Around the table:
  - Concerns raised about some of the principles of Treaty 6 (e.g. anti-government authority) and that in the rush to embrace the spirit of the Truth & Reconciliation’s recommendations that the time is not being taken to thoroughly understand and properly implement.
  - The language used at assemblies is largely over the student’s level and therefore the message is being missed.
  - Concerns that the reason for an assembly can be overshadowed and lost.
  - There is a to ensure what is discussed is age-appropriate (both in terms of understanding and engaging).
  - LLR is following the direction of our superintendent; EIPS does not have an official policy or guidelines at this point and so interpretation and implementation can be different in each school
  - There is a need to better educate our parents as to WHY the school is doing this and how this is being taught to our children at each grade level.
  - Parent orientation on this topic is desired. We want talking points to give have with our kids.
  - Blanket exercise for parents could be held.

## ii. School Activities, events and key dates

- September was a bit chaotic with week at a glance as we got organized
- Next week Parent Teacher conferences and Read In Week
- Friday October 21 will hold Habit 1 Assembly during period 3 (10:30) in the main gym. Parents are welcome to attend.
- This year's Cash for Care charities are Free the Children (Education Pillar) and the Strathcona Food Bank
- November 1 lock down drills will be held
- Nov 7 Rocks and Rings for grades 4 - 6
- Will recognize Remembrance Day on Nov 10. Being dressed up is encouraged.
- We are on November break during National Bullying Awareness week – will move to following week. A blanket ceremony is planned. The question was asked as to how this exercise ties into bullying.

## iii. Intramurals

These noon hour activities have begun. There is still concern and confusion about how teams are formed for these sports. In addition for when/who they are available to.

- Grade groups alternate monthly. Grades 3-4 and then 5-6. Based on round table, in 3-4 grades it appears that there were signup sheets and teachers made the teams; for the 5-6 group, kids were asked to form their own teams and submit. This is concerning as some of the less outspoken children may not get an opportunity to sign up and participate if they are not part of a large enough group of friends or outgoing enough to step forward on their own.
- Parents would like some consistency on this process as well as advanced communication as to what is coming up and what is needed to sign up.
- Grades 1 & 2 will have the chance to participate in organized activities at lunch recess (when it gets colder outside) with the Lighthouse group from the Leader in Me program.

## iv. Leader In Me

- Student Light house group (grades 4-9) is made up of 16 students. These students have been selected to attend WE day in Calgary October 25<sup>th</sup> and 26<sup>th</sup>. To be selected our group had to submit an application.
- Applications to be a part of the Lighthouse group are made by students at the end of the school year for acceptance the following year. It was noted that allowances should be made for students new to the school to apply.

## v. Drama Club Production

Peter Pan was originally scheduled for this year however, after closer examination of the script and an inability to make modifications to its inappropriate/culturally insensitive components, the decision was made to change the play. This decision was not made lightly--experts from various areas were consulted and the fact that volunteers (students, teachers, community members) had put much personal time and effort in was all taken into consideration. In the end, Administration, in conjunction with the Mr. White made the decision to switch to the Lion King production instead. Mr White stated, *"Sometimes doing the right thing isn't necessarily the easiest or least expensive one"*.

Question: *How do we ensure this doesn't happen again?* Answer: Scripts will be reviewed with a critical lense before they are chosen by both the Drama group and approved by Administration.

A request for volunteers was made of the group for anyone who would like to lend a hand in assisting with the production.

Elementary children students will have the opportunity to see the play during the day as part of a school organized outing. Mr. White advised that there are two casts though, and to consider taking them in the evening as well. Evening performances will start earlier this year (7 pm).

As the date approaches more information on how to obtain tickets as well as pricing will be made available.

## 7. Old Business

### a. Lunch time / time table – Parent Feedback on allocating 5 extra minutes (Karla Satchwell)

- Transportation and families were contacted to see how those affected would be react. Families are ok. Transportation has responded that we could increase our school day by 5 minutes this year.
- Parents were asked: How do we want these 5 minutes used? (extending lunch, recess, both or no change).
- Mrs. Brownlee spoke on behalf of the teachers the following: Gr 1-3 lunches starts 5-6 minutes earlier by teaching through the 2-minute transition times to “save up”). Rotating bathroom trips between grades. Seems to have helped the situation and kids are now finishing their lunches. Div. 2 (Gr 4-6) Melissa Kerr met with the kids to survey on the lunches (16 students showed up for this meeting). Generally heat ups are a main cause of the timing issue so the kids thought 5 extra minutes would help.
- Sheri Staigh pointed out that recess had not been shortened by 5 minutes, but that the time between the warning bell and the start of the next class had been.
- General consensus around the table was to add 5 minutes to eating time and extend school day by 5 min. Continue with efforts to use compressed time for early start to the lunch elementary.
- Teachers were polled by Principal Satchwell results were that 86% of teachers (36 respondents) do not want to extend the lunch hour / school day.
- Concerns were raised over the fact that students could be in gym or music prior to lunch and how the 6 minutes would be addressed in those cases. In Div 2, classes can be with different teachers for different subjects, further complicating this issue.
- Feedback from this discussion will be given to Karla to make final decision.
- Requested that all parents be polled to get a general consensus on how to allocate the extra 5 minutes in order to extend feedback beyond this group
- Overall we need consistency for all grades no matter what we decide.

**b. School Clubs** (*Karla Satchwell*)

Deferred to next meeting due to time constraints

**c. Annual School Council Meeting Calendar** (*Annette Hubick*)

*Draft 2016-17 School Council Meeting Calendar*

- Fluid document – will change throughout the year.
- Annette to the portable review results for November as well as a definition of parent input vs. feedback.

**8. New Business**

**a. School Education Plan / Accountability Pillar results presentation** (*Karla Satchwell*)

Deferred to next meeting.

**b. School Council initiatives / Parent seminars planning** (*Annette Hubick*)

Deferred to next meeting. In the meantime, please bring forward ideas for seminars and/or learning opportunities to Annette Hubick

**c. Parent Feedback on availability of paper report cards** (*Melissa Kerr*)

This is a new process/method that will come out through PowerSchool this year. You can still print hardcopy at home. PDF can get be printed and sent home. Print out is the condensed version. The PowerSchool version is the detailed version.

On Parent Teacher night stop by office if you want to see different versions.

- Vote on school providing printed versions.
  - Option A: Provide condensed print copy to everyone in addition to the PowerSchool. (No votes)
  - Option B: Provide print copy in an on demand basis – ALL voted for this option

**d. Parent Feedback to EIPS Administrative Procedures 311 and 350** (*All*)

*(Welcoming, Caring, Respectful and Safe Learning Environments and Student Conduct)*

*Handouts AP 311 and AP 350*

- Language regarding consequences for unacceptable behaviour is conflicting between the 2 policies.
- Section 18 – confidentiality – is this kept from the parents – we need clarity
- What is the procedure and timelines for how complaints will be dealt with? These types of things appear to be missing.
- There will be ripple effects to things like library, sports team, etc. that perhaps haven't been fully thought through. It doesn't appear that how implementation will be done at the school level has been thought out yet. We are going to see some complications. It's bigger than we think.
- Note from Mt. Tuckwood - APs are guides for decision making for the teachers and administration they are not for distribution to students.
- How is LLR handling gender neutral washroom situation since this is a policy that is in effect?
  - No conversations have been had at this time. Currently, the school just has the "staff" washrooms. It hasn't come up but parents expressed that the school should be proactive and be ready for if/when it does.

- Get written and verbal feedback on both AP311 and 350 to Annette as she will be sending feedback back to COSC. Send feedback by October 24<sup>th</sup>
- Lyndsay Arndt suggested that the division seek parent feedback through means other than just school councils, e.g., special meetings.

**9. Meeting Adjournment**

**Motion** to adjourn: Lauree Lafrenier at 8:42 p.m. **Seconded:** Bridgette Hardy-Crytes; **CARRIED.**

**10. Next Meeting Date**

Wednesday, November 23, 2016