

Alexander Forbes The Academy School Council Meeting Minutes
Tuesday, December 5, 2023

1. Call to Order – The meeting was called to order at 6:02 p.m.
2. Introductions: Rhonda Schneider (Teacher Rep), Caitlin McMurrer (Secretary), Sarah Patterson (Treasurer), Renee Bruno (Munch a Lunch rep), Deirdre Puff (Vice Chair), Jenn Kohn (Chair), Kendra Stewart (Vice Principal), Jake Roberts (Vice Principal), Kristina de Metz (principal)
3. Approval of Agenda
Moved: Renee Bruno
Seconded: Jenn Kohn
The Agenda is approved.
4. Approval of Minutes of November 7, 2023
Moved: Jenn Kohn
Seconded: Deirdre Puff
The Minutes are approved.
5. School Board Report – Rob Martin
 - a. Rob sent his regrets as he was unable to attend. See his report on pages 5 and 6 below.
6. Treasurer Report – Sarah Patterson
 - a. Balance \$7666.40
 - b. Upcoming accounts receivable is the upcoming Munch a lunch orders.
 - c. Upcoming accounts payables are the upcoming Munch a Lunch, Jenn's reimbursement for the dance snacks and the DJ balance for the dance.
7. Administrator's Report – Kristina de Metz, Jake Roberts, Kendra Stewart
 - a. See report on page 4 below.
8. Actions from last meeting
 - a. School Council Chairs Meeting Update

- i. Hillside and Parkside Montessori used Trickster Theatre. Jenn has emailed them to find out more information.
- ii. Another school is doing a video about School Councils to engage parents. If anyone is interested in participating, the school would like to partner with others.
- iii. Students attending School Council – We should invite.
- iv. Turkey dinner? We will put this on the table for the future.
- v. Ideas for the courtyard/playground: Octo ball, gazebo
- vi. \$500 grant for ASCA
 - 1. 2 Jo's Social Media presentation – Some schools are considering bringing them back. Is this something we want to do?
- vii. Movie nights
- b. Purdy's Chocolates fundraiser
 - i. \$1811.72 profit. This was 25 percent of the total sales.
 - ii. We can keep it open longer if we start earlier in the year.
 - iii. Easy to sort.
- c. School Dance
 - i. Snacks were purchased today: water (12 cases donated from Superstore), juice boxes, Sunny D, chips, chocolate bars, fruit roll-ups.
 - ii. Popcorn will be purchased from Cineplex. The first bag is free, and each bag after that is \$25.
 - iii. The DJ will arrive on Friday at 4:00 p.m. to set up. Jenn provided him with a playlist.
 - iv. Thank you to the students who helped bring in items for the dance.
 - v. Volunteers
 - 1. Need at least 6 parent volunteers to man stations during the dance.
 - 2. Additional volunteers are needed to clean up.
 - 3. Staff to help monitor.
 - 4. Facebook post to request volunteers:
Forbes.schoolcouncil@gmail.com
- d. Crosswalk
 - i. We are still waiting to hear regarding the review on our crosswalk.
 - ii. If we don't get the response that we want, it is recommended that we each contact a city councilor.

9. New Business

- a. Meeting the Diverse Needs of our Students
 - i. Kristina explained the process of supporting students with diverse needs:
 1. Tier 1 Supports
 2. Learning Support Teacher
 3. Multi-Disciplinary Team
- b. PAT results report
 - i. Kristina shared the PAT results report. It can be viewed on p. 7 below.

10. Questions/Other Business

- a. Staff Appreciation Lunch. December 20 or 21st. Arrival at 11:20. Nut and Dairy allergy to be aware of. Motioned by Jenn for \$1000. Seconded by Renee. Approved by all.
- b. Follow up on intersection lights. Awaiting reply from City and their budget. If necessary, the following notes for future reference.
 - i. Not to make a blanket letter. Keep each letter personal.
 - ii. Bring to Sandy's attention.
- c. Munch a Lunch review. \$5061 total. \$205 fees. \$675.80 profit.
- d. Making a canteen for the event or tournament.
- e. Offer to Joan initially before the council takes it over.
- f. Discussing with older grades about having more appropriate conversations near younger ones.

11. Date of Next Meeting: Tuesday, January 9th at 6:00 p.m.

12. Adjournment – The meeting was adjourned at 7:38 p.m.

School Council – Administrator’s Report

Tuesday, December 5, 2023

Celebrations and Appreciation

- Grade 7/8 volleyball season. Thank you to Mrs. Trace, her daughter Amy, and several other staff members who supported this team throughout the season.
- Students and staff have worked hard for a successful term 1 and are now setting goals to work toward in term 2.

Collaborative Work and Staff Focus

- For our November Professional Learning Day, we only had teachers working with us. We reviewed our attendance processes and interventions.
- The Third Path with Dr. David Tranter – We started our work with Dr. Tranter in August. It will continue throughout the year. Dr. Tranter focuses on the importance of relationship building and students feeling safe for them to be able to learn to their highest potential. Please let Kristina know if you are interested in reading the book we are studying.

Information

- Recognition of Honour assemblies – 1st Friday of each month.
 - Love, Humility, Courage, Honesty, Truth, Wisdom, Respect
- Student Daily Bulletin
 - We share a Daily Bulletin with students each day. Teachers go through the slides in their classrooms each morning after O Canada.
- Basketball tryouts for Grade 7/8 start next week.

Important Upcoming Events and Dates

- December 7th: Munch a Lunch (Pita Pit) orders due by 11:59 p.m.
- December 8th: Christmas/Winter Accessory Day
- December 8th: Winter Family Dance from 6:00-8:00
- December 12th: Christmas Sock Day
- December 14th: Wacky Christmas Hair Day
- December 14th: Munch a Lunch (Pita Pit)
- December 15th: Professional Learning Day (no school for students)
- December 18th-21st – Alexander Forbes Festival of Trees
- December 18th: Christmas Sweater Day
- December 20th: Formal Day: Dress to Impress
- December 22nd: Christmas PJ Day
- December 23rd-January 7th: Christmas Break
- January 8th: First day back from Christmas break
- January 9th: School Council Meeting at 6:00 p.m.

School Board Report – Rob Martin

November 14 Board Meeting

AVONDALE RECREATIONAL FACILITIES MEETING

The Board and Division Administration met with the Mayor and City Administration on November 7 to discuss the Avondale Recreational Facility. The city is currently engaging with various stakeholders to determine the site and the type of recreation facility to be built near or on the old Composite High School site.

ANNUAL DIVISION ATTENDANCE SUMMARY

The Board was provided with a report outlining the Division's student attendance summary. The report provided a summary of student attendance over the last three school years and identified a trend downward. The report also described key strategies that are part of the Division's Attendance Matters plan to increase student attendance. Key among the strategies is the importance of building awareness that positive student attendance is a key factor in supporting students to achieve at all grades, to successfully complete high school and is shared responsibility of the between school staff, families, and students. The report included recent research on the impact attendance has on student success:

- A student who misses 2 school days per month will miss one whole month of school over the year.
- The students most at risk of having their achievement impacted are those who attend less than 75% of the time.
- The number of students who attend less than 75% of the time has doubled in 4 years. Part of the challenge is that some increase in absenteeism can be attributed to new habits developed since the pandemic about staying home while experiencing illnesses. It is also recognized that we are experiencing a post-pandemic shift in parental attitudes about regular school attendance that is impacting the regular attendance of some students in our system. This issue is one that parents should notice being emphasized in conversations at school council, in newsletters, etc. during the rest of this year and into next year.

November 28 Board Meeting

2024 – 2025 SCHOOL YEAR CALENDAR DEVELOPMENT

Administration shared with the Board some key dates for the 2024 – 2025 School Year Calendar. The calendar is developed in consultation with the other two local school divisions, aligned with provincial testing dates and supports the delivery of the school-based PL days monthly throughout the school year. The dates will be reviewed with School Councils at the Council of School Councils Meeting on November 30th, and a draft calendar will be shared in the next Board package and distributed to staff to review at their December.

and January staff meetings.

- Staff startup days: Wednesday, August 28 to Friday, August 30
- Christmas break: Monday December 23 to Friday, January 3.

- Easter break: March 31 to April 4
- Last day for students: June 25
- Last day for staff: June 26

ANNUAL EDUCATION RESULTS REPORT 2022 – 2023

The Board approved the Annual Education Results Report for the 2022 – 2023 school year. In addition to describing the growth and achievement Division students experience each year, the results report is developed to add to the trust and confidence students, parents and staff have in the work of our division. The Annual Results Report will be sent to Alberta Education, shared at the Council of School Councils meeting, and posted to the Division website.

BOARD HOLIDAY CARD ART CONTEST

The Board's Holiday Card Art Contest Committee was thrilled with the quality of submissions they received. from Division Grade 9 – 12 students for the annual Holiday Card. Board Chair Joan Nellis announced the winners at the Board meeting:

- First Place – Kyler, Grade 10, Grande Prairie Composite High School \$200.00 Gift Card. Kyler's artwork will be on the cover of the Board's Holiday card.
- Second Place – Caitlyn, Grade 12, Charles Spencer High School \$150.00 Gift Card
- Third Place – Kaitlyn, Grade 12, Charles Spencer High School \$100.00 Gift Card

Six additional submissions will be receiving Honourable Mention along with a \$50.00 gift card.

The Board congratulated the winners and expressed their thanks for the excellent submissions from Division students.

GPPSD Grade 6 PAT Results 5 year Trend
Alexander Forbes the Academy School

The data for this analysis comes from Table 2.2 Standards Achieved by Students Writing the Test.

PAT's were cancelled all of 2020, 2021 and January 2022

Acceptable Standard Includes Standard of Excellence

	2022-2023	Alexander Forbes	2021/2022	Alexander Forbes	2018/2019	Alexander Forbes	2017/2018	Alexander Forbes	2016/2017	Alexander Forbes
Grade 6 English LA	Prov	Alexander Forbes								
Table 2.2 - Students Writing										
Acceptable Standard	n/a	n/a	89.8	85.4	91.9	91.9	92.2	88.2	91.5	87.7
Standard of Excellence	n/a	n/a	22.3	7.3	19.6	12.9	19.7	10.3	20.9	15.8
Below Acceptable Standard			10.2	14.6	8.1	8.1	7.8	11.8	8.5	12.3

Interpretation: This assessment measures student learning through two writing assessments (a narrative and a news article) and a multiple choice exam measuring comprehension of a number of texts. At Alexander Forbes The Academy, literacy is one of the priorities identified in our Results Report. We address this area through a balanced literacy approach including small group instruction, and targeted intervention for students in grades 1 to 6.

Results: Grade 6 students at Alexander Forbes The Academy did not write this assessment in 2022-23, as both teachers were implementing the new English Language Arts curriculum. Classes learning the new English Language Arts curriculum were exempt from writing the ELA PAT in 2022-23.

	2022-2023	Alexander Forbes	2021/2022	Alexander Forbes	2018/2019	Alexander Forbes	2017/2018	Alexander Forbes	2016/2017	Alexander Forbes
Grade 6 English Social Studies	Prov	Alexander Forbes								
Table 2.2 - Students Writing										
Acceptable Standard	78.3	72.2	80.2	68.3	84.5	86.2	83.1	79.4	81.3	85.5
Standard of Excellence	21.3	11.1	24.5	4.9	27.9	33.8	26.3	19.1	25.1	36.4
Below Acceptable Standard	21.7	27.8	19.8	31.7	15.5	13.8	16.9	20.6	18.7	14.5

Interpretation: This assessment is a multiple choice assessment measuring the knowledge and understanding of students according to the Social Studies curriculum. Literacy is also a significant component of the Social Studies PAT. As we continue to support the building of strong literacy skills, student scores on the Social Studies PAT will continue to increase.

Results: The results of this assessment from 2018-19 to 2021-22 show a significant decline (approximately 15 percent). This may be

Alexander Forbes PAT Interpretation 2022-23