

Alexander Forbes The Academy School Council Meeting Minutes  
Tuesday, January 9, 2024

1. Call to Order – The meeting was called to order at 6:02 p.m.
2. Introductions – Present at the meeting were: Sarah Patterson (Treasurer), Renee Bruno (Munch a lunch rep), Rhonda Schneider (Teacher Rep), Kendra Stewart (Vice Principal), Jenn Kohn (Chair), Jake Roberts (Vice Principal), Kristina de Metz (Principal), Deirdre Puff (Vice Chair), Raechelle Marcotte (Teacher rep, Parent), Andrea Baum (Vice Treasurer) and Caitlin McMurrer (Secretary)
3. Approval of Agenda  
Moved: Deirdre Puff  
Seconded: Andrea Baum  
The Agenda is approved.
4. Approval of Minutes of December 5, 2023  
Moved: Deirdre Puff  
Seconded: Sarah Patterson  
The Minutes are approved.
5. School Board Report – Rob Martin
  - a. Rob sends his regrets as he was unable to attend. Jake read the report. See report below.
6. Treasurer Report – Sarah Patterson
  - a. Balance \$5515.51
  - b. Upcoming accounts receivable is Purdy's order. Have to reach out to Vickie and see if money was deposited in the school's account. Upcoming Munch-a-Lunch orders.
  - c. Upcoming accounts payables are the upcoming Munch a Lunch, DJ for the Spring dance.
7. Administrator's Report – Kristina de Metz, Jake Roberts, Kendra Stewart
  - a. See report below.
8. Munch a Lunch-Renee Bruno

- a. Finalizing details for the survey to go out to parents on Wednesday, January 10<sup>th</sup>.
  - b. Trying Sawmill & Edo as new restaurants for the January to March term.
9. Actions from last meeting
- a. School Dance update
    - i. Having a second dance for the spring. Potential date: April 18<sup>th</sup>. Waiting to hear back if gym and DJ are available for that date.
    - ii. Suggestion: Host a Munch a Lunch dinner at the dance?
  - b. Trickster Theatre update.
    - i. They take over the gym for one week. Taking 90 minutes a day from each class.
    - ii. Entire school participates with a focus on inclusiveness.
    - iii. They bring qualified staff, all the necessary equipment, and memorabilia t-shirts.
    - iv. Cost is \$26,000 plus GST. Grants available through AFA. Up to \$17,000.
    - v. Reaching out to Gillian Rutberg at Hillside as they had utilized Trickster Theatre's service this school year about her opinion on the service and logistics of the program.
    - vi. Contact at Trickster Theatre is Michelle.
    - vii. Would be for the 2024-2025 school year.
10. New Business
- a. Outdoor Education Proposal: Tyler Weber (6:09 pm)
    - i. Mr. Weber requested funds to start an Outdoor Education program. See below for his proposal.
    - ii. Program would be built for students in Grade 6-8 with during school and after school hours events, once to twice a month.
    - iii. Program would include, but not be limited to: Fishing, Archery, Skiing, Snowshoeing, Camping, Biking
    - iv. Program would also be interested in field trips to: Muskoseepi Park, Nitehawk, The Nordic Center, Jasper/Marmot, Sulphur Gates, Other local amenities.
    - v. Will look into grants, the Playground Society for equipment and any free programs offered throughout the city and other fundraising ideas.

- vi. School Council will review outside of the meeting and bring forward ideas for the next meeting.
  - b. 2024-2025 Draft Calendar
    - i. The new calendar was reviewed. It is below.
  - c. Buddy Benches
    - i. Placing 2 benches throughout the playground in memory of 2 students.
    - ii. Purchasing the benches through Blue Imp at \$2,000/bench
    - iii. Look into whether we can access the Playground Grants funds for the benches.
11. Questions/ Other Business
- a. Literacy Week Coming up January 22-26<sup>th</sup>.
    - i. Admin is putting together 3 baskets for raffle.
    - ii. Looking for guest readers such as firefighters, local authors, parents etc.
    - iii. Deirdre to reach out to Second Chance for a donation to the raffle.
    - iv. Jenn and/or Caitlin to reach out to Next Chapter for a donation to the raffle.
  - b. Fundraising Ideas
    - i. Seed fundraiser. Jenn to set up at her earliest convenience and run through the month of February. Two-week delivery window.
    - ii. Movie night. Partnering with the Drive-in Theatre or setting up a movie outside with a picnic or food truck.
  - c. Social Media
    - i. Increasing content and the quantity of posts.
12. Date of Next Meeting: Tuesday, February 6<sup>th</sup> at 6:00 p.m.
13. Adjournment – The meeting was adjourned at 7:27 pm.

## School Board Report – Rob Martin

December 12 Board Meeting report

### ANNUAL CLASS SIZE REPORT

Director of Student Supports, Paul Therrien, shared with the Board the Annual Class Size Report. Of note:

- Enrollments surpassed spring 2023 projects, with an increase of 4.8% recorded on September 30, 2023, with the greatest increases coming in grades 4-12.
- Additional staff were recruited in the spring of 2023 in anticipation of enrollment increases.
- Additional staff have been hired, and continue to be, to address the increase in enrollments.
- A combination of teachers and educational assistants have been hired to address the increase in enrollments. Individual schools are using a variety of strategies to support the general and specific needs of students in each school.

**BOARD'S STUDENT ADVISORY COMMITTEE** The Student Advisory Committee met in-person on December 1, 2023, at Central Office, with 27 students representing 15 Division Schools in attendance. The meeting was focused on onboarding new students, reviewing the terms of reference of the committee, building understanding of division operations, and planning for future meetings. The focus of the activity's students engaged in was to help them understand how different people different perspectives about issues and the importance of can have seeking to understand those different perspectives. Schools with students on the committee will be approached later in the year with a request to invite their student representatives to share about their work at a future school council meeting. We are pleased with the quality of engagement from the students and their enthusiasm for the Committee. Trustees Joan Nellis, Rob Martin and Donna Koch are the Student Advisory Committee members from the Board, along with Superintendent Sandy McDonald and Director of System Planning Kim Frykas.

The Division will be launching the new website in mid-January. I hope everyone had a great holiday season and is looking forward to the rest of the 2024 school year ahead. If anyone has questions, please feel free to reach out to me.

## School Council – Administrator’s Report

Tuesday, January 9, 2024

### Celebrations and Appreciation

- Staff Appreciation lunch provided by School Council – Thank you! The food was delicious, and so well-timed. We ate well on Thursday and had leftovers for Friday. 😊

### Collaborative Work and Staff Focus

- For our December Professional Learning Day, we continued our work on our inquiry questions. Staff also created charcuterie boards in the shop. This was a team-building exercise and also a chance for us to thank our staff for all they do.

### Information

- Literacy Week
  - January 22<sup>nd</sup>-26<sup>th</sup>
  - Guest readers
  - Daily school-wide reading
  - Raffle bins for each division
- Nitehawk Trip
  - Grade 4-8
  - Tuesday, January 30<sup>th</sup>
- New EAs – Jordan’s Principle
  - 4 EAs approved for specific students.

### Important Upcoming Events and Dates

- January 12<sup>th</sup> – Recognition of Honour Assemblies
- January 22<sup>nd</sup>-26<sup>th</sup> – Literacy Week
- January 24<sup>th</sup> – Bell Let’s Talk Day
- January 30<sup>th</sup> – Trip to Nitehawk (Grades 4-8)
- February 2<sup>nd</sup> – Professional Learning Day (no school for students)
- February 6<sup>th</sup> – School Council Meeting at 6:00 p.m.

