

Alexander Forbes The Academy School Council Meeting Minutes  
Annual General Meeting  
Tuesday, October 1, 2024

1. Call to Order- The meeting was called to order at 6:06 pm.
2. Introductions- Kristina de Metz (Principal), Jake Roberts (Vice Principal), Kendra Stewart (Vice Principal), Jennifer Kohn (Vice Chair), Deirdre Puff (Chair), Raechelle Marcotte (Teacher Rep/Parent), Sarah Patterson (Treasurer), Rhonda Schneider (Teacher Rep), Caitlin McMurrer (Secretary), Jessica Randell (Parent), Tammy Ogilvie (Parent), Meagan Jamieson (Parent), Kathleen Barker (Parent), Jeannette Uwamahoro (Parent), Saranya (Parent), Joan Nellis (Trustee)
3. Approval of Agenda  
Moved: Jennifer Kohn  
Seconded: Sarah Patterson
4. Approval of Minutes of May 7, 2024  
Moved: Deirdre Puff  
Seconded: Sarah Patterson
5. School Board Report- Joan Nellis
  - a. See pages 5-6 below.
6. Treasurer Report – Sarah Patterson
  - a. Current account balance is \$4232.60.
  - b. Upcoming AR- Munch-a-Lunch, Pumpkin Patch
  - c. Upcoming AP- Pumpkins for Pumpkin Patch, Dance, Baby sitting fund
7. Administrator's Report – Kristina de Metz, Jake Roberts Kendra Stewart
  - a. See page 7 below.
8. Actions from Previous Meetings
  - a. Movie Night at Grande Sunset Theatre
    - i. 150 Car Capacity.

- ii. Waiting on more information. The decision was made to table the idea until Spring.

b. Munch-a-Lunch

- i. Dates, October 24, November 21, December 12, January 16
- ii. Keeping it to 1/month until we can secure more volunteers.

c. Purdy's Fundraiser Update

- i. Fundraiser now open. Cut off November 20. Delivery December 2-6.

9. New Business

a. Babysitting Payments

- i. \$20/hour/babysitter to be paid EMT or cash
- ii. Motioned: Deirdre Puff  
Seconded: Sarah Patterson

b. Halloween Activities/Contest

- i. Bulletin Board Decorating Contest
- ii. Top 5 Winners to get a Pizza Party
- iii. Cut off to have boards decorated is October 28

c. Staff Appreciation Lunch

- i. December 19<sup>th</sup>
- ii. Need a list of allergies and number of staff
- iii. Will review some catering options such as Lefty's, Café on 43, etc.

d. Winter Dance

- i. December 12
- ii. Having a Munch-a-Lunch to sell there. Pizza supper?
- iii. School Council to donate popcorn and water
- iv. Deirdre looking into getting a hot chocolate and coffee stand
- v. Reaching out to the Leadership class (Mrs. Trace) if they want to make snowflakes and decorations.
- vi. If there is a photography class, Deirdre is willing to donate a photo stand for the evening.

- vii. Securing Volunteers
  - viii. Flip Entertainment booked
  - ix. Having a donation to the Food Bank, Dignity Drive Veterans Association.
- e. Poinsettia Fundraiser
  - i. Growing Smiles Winter Fundraiser.
  - ii. Matching cut off and delivery to the Purdy's fundraiser as they have a 2 week delivery window.
  - iii. Deirdre looking into.
- f. Pumpkin Patch Fundraiser
  - i. October 18 4-7 pm (or until were sold out)
  - ii. Still ironing out details on price and where to get the pumpkins from.
  - iii. Movement class can help unload them.
- g. Facebook-School Council Page
  - i. Introduction post and what council does
  - ii. A monthly recap from the meeting post
  - iii. Upcoming events
- h. Student Involvement in School Council and Activities
  - i. Student Advisory Council has a 2 year commitment working with the Board of Trustees
  - ii. Internally advertising the Suggestion Box
  - iii. Increasing awareness on social media
  - iv. No upcoming clubs at the moment for volunteer opportunities (the dance, canteen, etc.)
- i. Student brought awareness to those on wheels (skateboards, scooters, bikes, rollerblades) on school property during school times. Supervision staff will keep reminding students to wait until off school grounds to ride.
- 10. Upcoming Events:
  - a. October 7/8- Picture Day.
  - b. October 14- Thanksgiving
  - c. October 18- Pumpkin Patch Fundraiser
  - d. October 18- Decades Day.

- e. October 23- PLD
  - f. October 31- Halloween
  - g. November 18 & 20- Parent Teacher Interviews. Being done before report cards (December 6<sup>th</sup>) this term.
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- 11. Date of Next Meeting: Tuesday, November 5 at 6:00 p.m.
  - 12. Adjournment- The meeting was adjourned at 7:43 p.m.

## SCHOOL COUNCIL UPDATES FOR TRUSTEES

### *September 24 Board Meeting*

#### SUMMER SCHOOL UPDATE

*This topic may be most relevant to the high school councils but can be shared with all Councils.*

The Board received an update on the successful return of HS summer school programming. It is important for students and parents to know this opportunity exists to inform the planning they do for HS. Parents are encouraged to talk to HS counsellors about the opportunities summer school may offer students as they progress through HS. For example, taking some courses in summer school may create opportunities for students to expand the optional courses they can access during the school year.

#### SCHOOL COUNCIL YEAR PLANNING

*A key message to share re: the School Council year plan is the goal of providing consistent access to information at all councils and to support discussions at the school level about student growth and achievement.*

The Board reviewed a draft year plan for principals to use with their School Councils. The plan was developed to support new principals and new school council chairs in the organization of their work and to provide consistency of practice and two-way information sharing across all schools in the division. The year plan identifies the required information principals are expected to share, identified in the [School Councils Regulation](#) and [Administrative Procedure 110 – School Councils](#). The draft plan also provides suggestions for other content while leaving autonomy for principals to include in their updates information specific to the context of their schools.

#### SCHOOL MESSENGER COMMUNICATION PLATFORM

*The key message related to this topic is that parent surveys have continued to identify improving communication effectiveness as a priority. This new software is a response to parent needs.*

As communication between home and school continues to be identified as important in annual division surveys, a new strategy is being implemented this school year. *School Messenger* was deployed to parents in September 2024, and is a comprehensive engagement platform that supports effective communication between school and home in a variety of ways:

1. **Communicating to parents:** information about school events, newsletters, and other important news.
2. **Attendance reporting:** Streamlined reporting of student absences by parents using app, web, or phone.
3. **Safe arrival:** Reporting directly to parents if a student does not arrive at school.
4. **Emergency communications:** Efficient mass communication capabilities in the event of an emergency.

*School Messenger* has been used at the high school level for several years and is being deployed division wide for all parents. Parents are required to set up an account, can select the types of communication they would like to receive, and can identify their preferred means of communication.

*Trustees can encourage parents to opt in to receive communications and ask them how their experience has been so far.*

#### TRANSPORTATION UPDATE

During the Board Meeting on September 4, 2024, Administration reported on the discontinuation of the Zonar Parent app prior to the start of the school year. Following that meeting, discussions were held with representatives from First Student and GPCSD to explore next steps.

Zonar now offers a paid app for parents at an annual cost of \$3,500. The three parties have agreed to share this cost, with GPPSD covering \$1,750 each year. A demo of the new app is scheduled for next week to assess its functionality. If successful, we expect to implement the app within 2-3 weeks, after which we will begin notifying parents.

Since School started, the GPPSD board has met with our local MLAS, and had a meeting with the Minister of Education. The topics were funding, capital and new testing in grade 1.

Last week, Superintendent McDonald and I met with other chairs, Supers, the Minister and his staff for a full day meeting. This is a busy day where we workshopped solutions and issues in funding and learned more about the capital announcement.

## **School Council – Administrator’s Report**

Tuesday, October 1, 2024

### **Celebrations and Appreciation**

- Terry Fox Run
  - September 19<sup>th</sup>
  - Raised \$580
  - Organized by Mrs. Monagle and supported by Mrs. Trace and our Grade 7/8 Leadership Option class.
- National Day for Truth & Reconciliation
  - Teachings
  - Tree and Video
- Grade 7/8 Volleyball
  - 2 x girls’ teams
  - 1 x boys’ team
  - Games every Thursday
- Division Fun Run
  - September 21<sup>st</sup>

### **Collaborative Work and Staff Focus**

- Inquiry Questions

### **Information**

- Individualized Program Plans (IPPs)
- Passion Blocks

### **Important Upcoming Events and Dates**

- October 4<sup>th</sup> – Recognition of Honour Assemblies
  - K-4 at 2:00 p.m.
  - 5-8 at 2:30 p.m.
- October 7<sup>th</sup> – Picture Day #1
- October 8<sup>th</sup> – Picture Day #2
- October 14<sup>th</sup> – Thanksgiving Day – No School
- October 18<sup>th</sup> – Decades Day – Dress in the Style of your Favourite Decade
- October 25<sup>th</sup> – Professional Learning Day – No School for Students
- October 31<sup>st</sup> – Halloween
- November 5<sup>th</sup> – School Council Meeting at 6:00 p.m.