

Alexander Forbes The Academy School Council Meeting Minutes  
Tuesday, November 5, 2024

1. Call to Order: 6:03 pm
2. Introductions: Joan Nellis (Trustee), Deirdre Puff (Chair), Kristina de Metz (Principal), Kendra Stewart (Vice Principal), Jake Roberts (Vice Principal), Tammy Ogilvie (Parent), Meagan Jamieson (Parent), Jennifer Kohn (Vice Chair), Rhonda Schneider (Teacher Rep), Caitlin McMurrer (Secretary)
3. Approval of Agenda  
Moved: Deirdre Puff  
Seconded: Caitlin McMurrer
4. Approval of Minutes of Oct. 1, 2024 - Amended  
Moved: Deidre Puff  
Seconded: Jennifer Kohn
5. School Board Report – Joan Nellis
  - a. See Attached
6. Treasurer Report – Sarah Patterson was absent. Caitlin McMurrer stood in.
  - a. Balance: \$5387.94
  - b. Accounts Payable: Childcare for council. Canteen for the dance. Pizza parties for the Halloween bulleting board winners. Upcoming Munch-a-Lunches. Pizza for PTI nights. Grade 2 & 5 Movie Day “The Wild Robot”
  - c. Accounts Receivable: Upcoming Munch-a-Lunches. Purdys and Poinsettia fundraisers.
7. Administrator’s Report – Kristina de Metz, Jake Roberts, Kendra Stewart
  - a. See attached.
8. Actions from previous meetings
  - a. Pumpkin Patch Fundraiser
    - i. Raised \$266.45.

- ii. For next year if we reach out to Co-op in September they will preorder and deliver for us the day of.
  - b. Current Fundraisers
    - i. Purdy's
    - ii. Growing Smiles
  - c. Halloween Bulletin Board Decorating Contest
    - i. Social Media Winner: 5 Galla
    - ii. Student's Choice Winner: 8 Johnson
    - iii. Teacher's Choice Winner: 2 Marcotte
    - iv. Council's Choice Winner: 3 Wright
    - v. Next year moving cut off closer to Halloween
  - d. Winter Dance-December 12
    - i. Hot Chocolate and Coffee bar
    - ii. Munch-a-Lunch Pizza and order extras to be sold at the dance. Tammy reaching out to different pizzerias for prices.
    - iii. DJ is booked and paid for.
  - e. Staff Christmas Lunch- December 19
    - i. About 55 staff members.
    - ii. Jennifer is reaching out to various restaurants for catering options.
  - f. Munch a Lunch
    - i. Possible day change to accommodate Academy- Looking into moving the second term starting in February 2025 to Wednesdays.
    - ii. Lunch times: 12:15-12:35 for 1-4, 12:25-12:45 for 5-8. Moving the arrival of the food to 12 instead of earlier for majority of students.
- 9. New Business
  - a. School Councils Engagement Grant
    - i. \$500
    - ii. [Alberta School Council Engagement \(ASCE\) Grant: Alberta School Councils' Association.](#)
    - iii. Funds to encourage parent engagement through various means and are available until the end of the school year.

- iv. Would like to focus on English as a Second Language supports and Mental Health Wellbeing courses.
  - b. Alexander Forbes Festival of Trees
    - i. To discuss prize options. Pizza party, Hot dog lunch another lunch option, ice cream sundae party, etc.
    - ii. Looking at the logicstics if the trees could be up during the dance for voting.
  - c. New report card
    - i. Having Parent Teacher Interviews (November 18 & 20) before report cards roll out (December 6)
  - d. School request: Recess equipment
    - i. Replacing worn out and missing equipment.
    - ii. Jake will get together a quote. Quick estimate was \$500-\$800
  - e. School Wishlist:
    - i. Zuma Rocking Chairs
    - ii. Art supplies. (Paint brushes, construction paper, paint, water colour paper, etc.) Will reach out to Cynthia for a detailed wishlist and quote.
  - f. Bottle Depot on-going fundraiser. Tammy is looking into more information.
10. Upcoming Events
- a. November 7: Munch-a-Lunch cut off for Edo
  - b. November 8: Remembrance Day Assembly at 10:45
  - c. November 14: Munch-a-Lunch Edo
  - d. November 15: Silly Sock Day
  - e. November 18: Metis Bev for Grade 4 -6
  - f. November 18-21: Book Fair
  - g. November 18 & 20: Parent Teacher Interviews
11. Date of Next Meeting: Tuesday, December 3, 2024 at 6:00 p.m.
12. Adjournment: 7:36 p.m.

## School Board Trustee Report – Joan Nellis

### **ADMINISTRATIVE PROCEDURE 350.3 – PERSONAL MOBILE DEVICES AND SOCIAL MEDIA IN SCHOOLS**

Work to develop the Administrative Procedure to support the Ministerial Order on the use of personal mobile devices and social media continues. A draft Administrative Procedure has been developed based on work this fall with school administrators and will be reviewed again by administrators at the October 23<sup>rd</sup> All Administrator Meeting. The Administrative Procedure will be reviewed by the Student Advisory Committee on Friday, October 25, and will then be taken to School Councils for discussion when it is complete.

### **ANNUAL BOARD OF TRUSTEES HOLIDAY CARD ART CONTEST**

The Trustee's Annual Holiday Card Art Contest is underway! This year's theme is *All is Bright* and Division high school students have been asked to unleash their creativity for a chance to have their artwork chosen as the cover of the annual Holiday card. Students from Charles Spencer, the Grande Prairie Composite High School and the Bridge Network can submit their artwork to win cash prizes for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>. The deadline for submissions is November 4, 2024 - contest details are on the Division website.

### **MUNICIPAL AFFAIRS STATUTES AMENDMENT ACT (BILL 20)**

Trustees reviewed the potential impact of Bill 20, intended by the United Conservative Party government to strengthen local elections and councils, on School Trustee Elections. The Act will be debated soon in the Legislature and is scheduled to come into effect October 31. Upon the Act being proclaimed by the Government, the Board will follow up at a future meeting to discuss the need for new Board Bylaws relating to the potential requirement for candidates for school board trustees to submit a criminal record check and/or a deposit with their nomination papers in future elections. More information about the Act is available online at <https://www.alberta.ca/strengthening-local-elections-and-councils>.

## Administrator's Report

### **Celebrations and Appreciation**

- Grade 5/6 Triple Ball
- Grade 7/8 Volleyball
  - 2 x girls' teams
  - 1 x boys' team
  - Games every Thursday – Season ends Thursday, November 21<sup>st</sup>.
- Halloween
  - Halloween was a big success. Thank you to the School Council for supporting the Bulletin Board decorating contest. The students also really enjoyed their costume parade, and dance parties in the gym during their PE classes.

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

- Responsive Planning – Our teaching staff have been working on looking at data and targeting the specific needs of their students based on this data. We have been supported in our work by our Division Numeracy Coordinator, Tracie Anthony.

### **Information**

- Remembrance Day Assembly – Friday, November 8<sup>th</sup> at 10:45 a.m.

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

- November 6<sup>th</sup> – Grade 9 Bring Your Child to Work Day
- November 7<sup>th</sup> – Munch a Lunch: Edo Japan orders due at 11:59 p.m.
- November 8<sup>th</sup> – Remembrance Day Assembly at 10:45 a.m.
- November 11<sup>th</sup> – Remembrance Day – No school for students or staff
- November 14<sup>th</sup> – Munch a Lunch: Edo Japan
- November 18<sup>th</sup>-21<sup>st</sup> – Scholastic Book Fair
- November 18<sup>th</sup> – Metis Bev presenting to grades 4-6
- November 18<sup>th</sup> – Parent Teacher Interviews from 5:00-8:00
- November 20<sup>th</sup> – Parent Teacher Interviews from 4:00-7:00
- December 3<sup>rd</sup> – School Council Meeting at 6:00 p.m.