

Graminia School Council Meeting
6:30pm Wednesday February 21, 2024, in the Graminia School Library

Attendees Angie Gehlert (Chair), Amber Darragh (Vice-Chair), Amanda Bird (Secretary), Treena Neumann (Principal), Erin Chessor (Vice-Principal), Aimee Hennig (School Trustee), Katie Martin, Angayla Waterman, Morgan Douziech, Kate LaFavor, Rose Leger, Amanda Hunter, Robyn Williams, Megan Woodman, Mandy Lussier, Sami Mesh, Kerri Golka, Sheila Avison

1. Welcome and Introductions

- 1.1. Meeting called to order by Angie Gehlert at 6:38pm.
- 1.2. Land acknowledgement read by Angie Gehlert.
- 1.3. Graminia One Small Thing QR code passed around. One Small Thing is an opportunity for parents to share positive feedback with teachers.

2. Adoption of Agenda

- 2.1. Sheila made a motion to adopt the agenda as presented. Seconded by Angayla. Carried.

3. Adoption of January Minutes

- 3.1. January minutes were reviewed and approved by Amber. Seconded by Kerri. Carried.

4. Trustee Report - Aimee Hennig

- 4.1. Board Advocacy: as per PSD's Board Policy 1: the Board shall establish and maintain governance and organizational structures that promote student well-being and success which includes an annual plan for advocacy. Recent Board activity related to advocacy includes:
 - 4.1.1. The Board received notification that PSD did not receive construction funding for the replacement of Spruce Grove Composite High School in its 2024 budget. The Board will write to the Ministers of Education and Infrastructure to determine what is required of the division in the coming year, as the replacement school remains the top priority in PSDs Capital Plan. Trustees are also working on an advocacy plan that includes meeting with the City of Spruce Grove, local MLAs, and keeping other stakeholders informed.
- 4.2. Role of School Trustee - the Board's Primary Responsibilities follow: governance, allocating resources, monitoring, evaluating, and reporting on student and organizational programs and achievements. The daily operations are the responsibility of the Superintendent and Executive Team.
- 4.3. Alberta School Councils' Association (ASCA) conference funding process:
 - 4.3.1. Criteria and Restrictions:
 - 4.3.1.1. Funding can only be used towards ASCA conference registration fees.
 - 4.3.1.2. Only 1 representative from each school council will be funded up to a maximum of \$500.00.
 - 4.3.1.3. Should the funding be provided by the Board for the 2025 conference, the school councils who did not receive this funding in 2024 will have first priority. Any additional funding will be granted to those on a first come first serve basis.
 - 4.3.2. Process:
 - 4.3.2.1. The school council member will be required to register and pay for the ASCA 2024 conference.
 - 4.3.2.2. They will then be required to fill out the appropriate Expense Claim form and submit it to the Council Chair for approval and signature. The expense claim

form will be provided to all school councils through their designated school council email account.

4.3.2.3. The completed expense claim form and receipt from the conference registration will need to be to the Executive Assistant - Corporate Supports & Services, Nadine Morrison, for approval and documenting.

4.3.2.4. The first submissions, up to a total of \$6000.00, will be forwarded to Executive Assistant - Office of the Board of Trustees, Keri Zylla, who will invoice and code the expenses to the Board (coding it to the appropriate GL).

4.3.2.5. A cheque will then be issued through the invoicing system to the conference payee.

5. Council of School Councils (COSC) Update - Amber Darragh

5.1. Guest Speaker - Student Code of Conduct & Discipline - Mark Francis, PSD Deputy Superintendent (mark.francis@psd.ca; 780-963-8404)

5.1.1. works with principles on discipline

5.1.2. always open to phone calls and questions and willing to come speak at school council meetings

5.1.3. booked to speak at Graminia School Council on March 13th.

5.2. ASCA Engagement Grant

5.2.1. school council grant funding is \$500.00.

5.2.2. funding can be used on workshops for parents, conference fees (so ASCA conference).

5.2.3. can't be used on food, capital asset purchases, fundraising events, prizes, gifts/honorariums, previous events.

5.2.4. must be used in the same school year it is allotted for.

5.2.5. we need to make a motion in our council meeting that we want to spend the funds a certain way and then PSD invoiced directly via Nadine.

5.3. MLA Letter: another PSD School Council is asking other school councils to consider taking their MLA letter and tweaking it to fit their own school and then send it to all MLAs within the PSD areas asking them to reconsider the average weighted model of funding. This model underfunds growing school divisions. For example, if a student moves to PSD after the funding deadline, it takes 3 years before PSD gets full funding for that student. It was recommended that Prescott consider making that an official ASCA Resolution next year.

5.4. ASCA Conference Dates: Saturday/Sunday, April 27/28, 2024. Registration deadline is April 15, 2024

5.4.1. PSD Trustees have allotted \$6000 of PSD funds to send at least 12 schools to ASCA conference (rotating every 2 years because there are about 24 schools). If we don't get it in 2024, we will be selected in 2025.

5.5. Trustee Report - Paul McCann

5.5.1. CFL has a Stony Plain site and now a new site in Spruce Grove by École Broxton Park.

5.5.2. Looking at the potential design of a new high school (architectural plans) - goal is to open the new high school in 2.5 years (but contingent on approval for funding from Alberta Government).

5.5.3. 2024-25 calendar approved

5.6. Office of the Superintendent Report - Scott Johnson (Associate Superintendent)

5.6.1. Report cards - moved from 3 report cards per year to 2 because want more "real time reporting" of how your child is doing (but still need a report card for their academic record file) - still working on the real time reporting piece.

5.6.2. 2024-25 calendar - moving to one less instructional day (still meeting the required instructional educational days as required by Alberta Education - they usually add a

buffer to account for things like snow days, etc. Some schools might add a few minutes to each school day to compensate).

5.6.3.School Principal Updates shared

5.7. Motion to spend the Alberta School Council Engagement Grant

5.7.1. There are many restrictions around using the grant; Amber, Sheila, and Angie feel that the best fit to use the funding is to put it towards registration for the ASCA conference (cost is \$499.00), which is April 26-28, and is held at the Delta Edmonton South. The conference schedule is here: <https://www.albertaschoolcouncils.ca/about/annual-conference/schedule>

5.7.2. Graminia typically pays for one person to attend; the Council pays for another person's registration, so there could be up to three people who attend if the motion to spend the ASC grant is approved.

5.7.3. Motion to apply the ASC Engagement Funding grant for the ASCA conference made by Sheila; seconded by Amanda H. Motion approved.

6. School Community Building Event - Angie Gehlert

6.1. Bike Rodeo - Amber is looking to see if anyone is interested in shadowing her to take on the role of coordinating the event. The Bike Rodeo focuses on bike safety. A peace officer typically attends, and Mud Sweat and Gears has come to check out kids' bikes to ensure they are working properly. There is a draw to win a bike. Fundraising opportunities for other school events can piggy back onto this event. It is a free drop-in event.

6.2. Angie opened the floor to solicit school community building ideas from attendees. Suggestions included a drive-in movie, a family-friendly school dance, talent show, mini sports day (three-legged race, tug of war, etc), open gym night, games night run by parents, amazing race, back-to-school outdoor movie night, Coldest Night of the Year event with Parkland Food Bank - Graminia could form a team. Please reach out to Angie and Amber if you have other ideas you'd like to put forward.

7. Inclusive Education presentation - Erin Chessor

7.1. Link to the presentation is here: https://docs.google.com/presentation/d/10POgY1wrUFhnQGWEX9YJK4I8nIHTEJAFImI-639wSC0/edit#slide=id.g269acc2c37c_0_150

7.1.1. Aimee asked about the coding process - she knows that kids can be given up to two codes. The first code is the most dominant/significant.

8. Principal's Report - Treena Neumann

8.1. February 29th - Hawks Spirit Assembly

8.2. Kindergarten Open House went great!

8.3. 2024-25 school calendar: we are good for Graminia instructional hours - may tweak it a bit but it would not affect start and end times. Calendar is available to view on the PSD website.

8.4. MyPath information session will be held sometime in March

8.5. Basketball is amazing - hug a coach

8.6. Career Day Success - Health Days in April coming up next - Skills Canada, for grades 7-9 will take place May 8-9.

8.7. Staffing Update:

8.7.1. Mrs. Kent is away on a leave.

8.7.2. Mrs. Heiser is away on a leave.

8.7.3. Hiring for a new EA as Mrs. Skaret is moving on to an amazing opportunity at the end of February.

8.8. Upcoming presentations and presenters:

8.8.1. March - School Council meeting - Mark Francis, Deputy Superintendent - Student Discipline and Code of Conduct

- 8.8.2. April - Music Department presentation with Mrs. Tepes, Ms. Ramos, and Mr. West.
- 8.8.3. April 25 - Parent and Family Information Night - Internet and Online Safety with Constable Gord Marshall, and Addiction and Drug Preventions with Lisa Kimmerly.
- 8.8.4. May - Health and Wellness - Mr. Lygo (Health Days May 7-9) and Ms. Hee (counsellor)

9. New Business

- 9.1. Ongoing lice problems and navigating recurring occurrences: one parent asked if there are policies on this. Treena explained that AHS doesn't consider lice to be a communicable disease, so lice checks don't occur in schools. Schools cannot mandate more than what AHS determines when it comes to lice. PSD's Communicable Diseases policy (AP777) is here <https://www.psd.ca/board/administrative-procedures/4700>
- 9.2. Violence and aggression in the classroom when the classroom needs to be evacuated - what is the communication policy to parents whose children may have been impacted by this? Parent asked if there is a threshold of severity when parents are informed, and is trauma/emotional support provided to students? Is there a PSD administrative policy on when/if parents are given information when incidents occur at school that have a safety impact on children? Does the judgement call fall on the principal at the end of the day? Treena said it depends on the situation, and would share the administrative policy.
 - 9.2.1. Culture & Wellness Policy AP128: <https://www.psd.ca/board/administrative-procedures/4484>
 - 9.2.2. Student Discipline Policy AP 360: <https://www.psd.ca/board/administrative-procedures/4651>

10. Adjournment

- 10.1. Angayla made a motion to adjourn the meeting at 8:13pm. Sheila seconded. Carried.

Next council meeting date: March 13, 2024 in the Graminia School Library.

If you have questions or thoughts that you think the School Council should look at please speak to our Chair Angie Gehlert, Vice Chair Amber Darragh or Principal Treena Neumann.