

School Council Meeting Minutes

October 12, 2023

Davidson Creek Elementary School Council
360 Davenport Dr. Sherwood Park, AB

Meeting Called to Order at 6:34 p.m. Treaty 6 Acknowledgement

Introductions and Attendance:

Staff:

Principal: Helene Hewitt, Vice Principal: Jay Robertson, Teacher: Jenn Mikitka

Council Members:

Chair: Lynn Walker, Vice Chair: Karli Butler; Communications Officer: Hannah P; Secretary: Rochelle Reed; Wellness Committee: Candice Abraham

DCE Fundraising Committee Society Executives:

President: Robyn B., Vice President: Melissa P.
Secretary: Breanne S., Treasurer: Christine M. Parent Representatives

Approval of Agenda and Minutes

September 2023 DCE SC meeting minutes approved by Robyn and seconded by Christine

Wellness Committee Update – Candice A.

1. Book Sales (Literacy Night)

- Book sales were held at the Literacy night which were donated by parents. Everyone in attendance received one free book and additional books were for sale for \$1.00. Funds raised went to purchase learning materials for classrooms;
- Jennifer Kearns also donated 250 bookmarks;
- Remainder of books were distributed to classrooms or the library for children in front of the library for students to utilize;
- Parent feedback at the event said they would be interested in having another book sales. Discussion was had when to host the next book sale; it was suggested to have the next one at the Summer Sizzler.

2. Buddy Bench

Most of the parents aren't aware that we have a buddy bench and its purpose. Candice offered to write something for the Mustang Memo.

3. Upcoming Initiatives

- Meeting Scheduled for Nov. 2, 2023 with School councilors.
- Helene provided background on School Councilors Kelly and Madison, including their education, and fields of interest.
- Caregivers Series -virtual sessions free for parents and/or caregivers of neurodivergent children.
- Pink Shirt Day contest in the New Year.
- November is Bullying Awareness Month, promote the Buddy Bench
- Can we source posters about the difference between being mean and being a bully.
Posters available from Family and Community Services and will be discussed at wellness meeting Nov. 2
- Want to promote more healthy Snacks: Christa Gawron advised there is \$600 in Sobey's gift cards that can be utilized.

School Council Meeting Minutes

October 12, 2023

Chair Report by Lynn Walker

1. Communication:

Social media platform update:

- Facebook DCE
June 12, 2023 – 549 members
September 14, 2023 – 553 members
October 12, 2023 – 560 members
- Facebook DCE School Council & Fundraising Society
June 12, 2023 – 308 members
September 14, 2023 – 301 members
October 12, 2023 – 298 members
- X (formerly Twitter) handle @DavidsonCreek
June 12, 2023 – 221 followers
September 14, 2023 – 226 followers / 119 following
October 12, 2023 – 224 followers / 119 following

2. COSC Update

Meetings are held on the first Wednesday of every month except December and June and are attended by a designated School Council Member. It was discussed at the meeting, times and format for the 2023-24 school year. Members agreed to:

- Meeting times: 6:30 p.m. to 8:30 p.m.
- Meeting format: hybrid—both in person and virtual. During bad weather, meetings may take place entirely virtual.

Below is a brief overview of what took place at the COSC meeting on October 4, 2023.

ELECTION OF CHAIR, VICE-CHAIR AND SECRETARY

The meeting started with the election of the COSC Chair, Vice-Chair and Secretary for the 2023-24 school year. The positions are as follows:

- *Chair*: Kendra Roemer, Mills Haven Elementary
- *Vice-Chair*: Dallas Kirtz, Fort Saskatchewan Elementary
- *Secretary*: Chelsea Pretzlaw, Ardrossan Elementary

The new role of COSC Technician was also created to assist with hybrid delivery of meetings. The COSC Technician will let participants into the meeting, monitor the chat and ensure audio is working properly.

- *COSC Technician* Aileen Bozic, SCA Secondary

ALBERTA SCHOOL COUNCILS' ASSOCIATION (ASCA)

This is the provincial organization for families on school council. DCE School Council is a member and we do have access to their member only area. Below may be of interest to COSC members:

- The ASCA website offers various resources for school council members designed to enhance school council effectiveness and parent engagement.
- Particularly useful is the "[School Council Resource Guide](#)," which steps members through the purpose and role of a school council.
- ASCA is also piloting a project called Walk Alongside. Stay tuned for more details.

CAREGIVER EDUCATION SERIES MONTH OF OCTOBER

Alberta Health Services is hosting a series of virtual caregiver information sessions focused on ways to support students' mental health. The sessions are free and geared toward parents, caregivers, teachers and community members who want to learn more about challenges

School Council Meeting Minutes

October 12, 2023

impacting children and adolescents. Session topics include anxiety, ADHD, depression, self-harm, technology, teens and teaching leadership skills, communication, resiliency and more. [Learn more](#)

SCHOOL COUNCIL ENGAGEMENT GRANT

Alberta Education is providing school councils with a \$500 School Council Engagement Grant. Those school councils interested in accessing funding must meet [grant criteria](#), which essentially means opportunities that help build capacity and strengthen engagement. To administer the 2023-24 grant, EIPS first needs to collect contact information from school councils in the Division. Have one member from your school council complete this [contact form](#) by **Monday, October 23**. More information about applying for the grant will be shared in the November COSC meeting package.

EIPS THREE-YEAR ENGAGEMENT PLAN

Superintendent Sandra Stoddard discussed the [EIPS Three-Year Engagement Plan](#). The discussion outlined five projects the Division is undertaking to identify areas where the Division can improve operations to best serve students, including programming and school capacity considerations. In referring to the Systems Program Review, Superintendent Stoddard highlighted the many [Specialized System Programs](#) the Division offers.

NEW CURRICULUM AND ASSESSMENT TOOLS

Associate Superintendent Ryan Marshall spoke about resources the Division has created for the new curriculum and the assessment tools being used for the school year. He included information on the [Partners 4 Science program](#), which encourages hands-on science learning through interactive kits.

3. No school council meetings scheduled for November or December. Items parents may want input or information on would be:
 - Upcoming Demo Learning interviews (parent/teacher interviews)
 - Term 1 report cards
 - Christmas concertsIt was decided a meeting will be held on November 16, 2023.

Administrative Report - Helene Hewitt, Principal Family Literacy Night

- Helene thanked parent volunteers who ran the literacy night concession and book sales. Expressed her gratitude for their help, encouragement, and support.
- Overall feedback from parent group in attendance was the night was a tremendous success. Layout was well thought out and enough time to get to each session.
- Estimated attendance was 200-300 attendees for Kohkom Linda. Students enjoyed her story telling and discussion was hold on rebooking her for other school events.
- There was general discussion on how impressed people were with Sigmund Brouwer. Children were very engaged with his presentation and there was discussion on having him for another school event www.sigmundbrouwer.com.

Feedback on the Dance

- Consensus from school committee, big success.
- Liked the lights, screens, music. Praise for the DJ who put on the show and came at the last minute! Some concerns around explicit content in song, this will be addressed in the event another dance is held.
- Lots of room in the gym for dancing. Others could sit on the bleachers and benches along the walls in the gym.
- Kids liked the dance. Lots of conga lines and group dancing. Parents and children alike went

School Council Meeting Minutes

October 12, 2023

- MAD when “Rasputin” from Boney M. was played, writer included.
- Seating was available outside the gym for fresh air and noise break. Parents with smaller children could take their younger ones outside to let them roam.
- Discussions around another dance, ideas for the theme: Sock Hop, Halloween Dance. Halloween dance is too soon to plan and creates additional cleaning for staff with the weather conditions. Look at dance in May before the long weekend.
- Discussions were also held on how to address concession line ups.

Our Growth Plan

Helene reviews the Mission Statement:

Davidson Creek Elementary is a safe & caring community that welcomes and accepts you for who you are.

It is our purpose to support & encourage you to grow & be the best version of yourself.

And the Values and Expectations:

- BE KIND
- BE SAFE
- BE RESPECTFUL BE YOUR BEST SELF

School Education Plan Goals

- Literary
- Numeracy
- Wellness

Numeracy:

Build teacher capacity in best practices to support number sense & fact fluency for meaningful growth in math achievement.

Wellness:

Build mental health & wellness skills of students, staff and parents to foster a positive school community & sense of belonging.

**All funding for the above school education plan goals will come from funds from Davidson Creek Elementary.*

Questions from the floor:

How do we get the above mentioned out to the parents and children?

- Should we put Mrs. Hewitt’s Google Slides on the Mustang Memo?
- Contest for the design for the Values and Expectations
- Spirit wear can have the Mission Statement, Values and Expectations, and School Education Plan Goals on it. Member knows of a good graphic designer who can silk screen the logos to the spirit wear. This designer can work with the children for the different types of logos. The school will do the hiring, organizing the contest, etc.

How do we get the above mentioned out to the parents and children?

- Suggestion to make a permanent placard for the Mission Statements, Values, Goals and put it on the wall.
- Should we put everything on the website?

COST:

We will determine the cost of each suggestion and bring the totals to the DCE Fundraising Committee to decide whether we have the funds. We will also get a quote for brand packaging.

School Council Meeting Minutes

October 12, 2023

Fall Budget 2023

Helene reviewed the Fall Budget for 2023.

Parent Reading Coaches

- We are thinking that we would like parents who can commit to coming to the school for 30 minutes on Tuesdays, Wednesdays, and Thursdays after November break up to Christmas Break.
- Parent reading coaches will run small skill group around areas of focus in each Grade 2 class. They will either work inside the classroom or in another designated area like the foyer or the library.
- The coach will get a kit of materials to use each days well as some training sessions on how to run the small group at the end of October.

Upcoming Events:

- Halloween Parade coming! Check the Memo!
- Pictures Re-takes October 24 & 25
- Remembrance Day Ceremony - November 3 @ 10:30 led by our Grade 2 students
- Casino November 3 & 4
- Fall Break November 6-10
- Bullying Awareness Week November 13-17
- Term 1 Report Cards December 1

Final Thoughts and Questions:

Budgets for the Christmas decorations and decorating contests to be forwarded to the next school council meeting November 16, 2023. All are welcome!

Meeting Adjourned at 7:51 pm