



# Roy Bickell School Council

## Minutes

September 25, 2024 at 6:00 pm

### Call to Order

---

Meeting is called to order at 6:03 p.m.

In attendance (in person or via zoon):

Tracey Mark  
Gerry-Lynn McCann  
Shawna Holman  
Jared Cleland  
Abbey Cleland  
Garett Friesen  
Katrina Friesen  
Kayla Strom  
Kirby Block  
Nikki Lessard  
Ashley Sylvester

Andrea Carnell  
Girly Blom  
Corey Blom  
Aggie Duras-Kamau  
Danielle Lemieux  
Nicole Sherk  
Gayani (last name not provided)  
Nicole Lalonde  
Danielle Charlton

Jessika (last name not provided)  
Kristen Gibson  
Tiffany & Mike Young  
Althea Graham  
Ray Buziak  
Anna Schulte  
Bhupinder Singh & Wife  
Alma Pizarro

### Welcome and Introductions

---

1. Land Acknowledgement: Roy Bickell Public School acknowledges that we sit on the ancestral and traditional territory of the Indigenous peoples of Treaty 8. This land has been and will continue to be home to the Cree, Beaver, Dene and Metis people. We would like to acknowledge and honour all the First Nations, Metis and Inuit People who have lived, travelled and gathered on these lands for thousands of years.
2. Welcome and Introductions

### School Council By-Laws

---

1. Review Mission
2. Review of Objectives
3. Review of Norms

The by-laws were revisited later in the meeting. It was voted to carry-forward the 2023-2024 minutes

### Approval of Minutes of Last Meeting

---

1. Review minutes of previous meeting
2. Approval of minutes
  - Motion approved by Danielle Lemieux Motion seconded by Katrina Friesen; Motion carried

### Establishment of Positions

---

Principal Mark chaired the meeting.

Called for nominations for Chair-Abbey Cleland was nominated and accepted the position of Chair.

Called for nomination for secretary-Katrina Friesen was nominated and accepted position as secretary.

Called for nomination for treasurer-Danielle Lemieux was nominated and accepted position as treasurer

Reports

---

Chair Report

---

Trustee Report – Ray Buziak

---

**SUMMER SCHOOL UPDATE:** *This topic may be most relevant to the high school 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.

**1. Enrollment and Staffing (Tracey)**

a. Enrollment

Grade	Total
Kinder	45
Grade 1	42
Grade 2	56
Grade 3	49
Grade 4	43
Grade 5	42
Grade 6	43
Grade 7	72
Grade 8	59
	451

b. Staffing

I would like to welcome the following staff members: **Kristen Hanson** (grade 5/6), **Kelsey Stewart** (Grade 4), **Apryl Limoges** (Grade 4), **Jenny Roberts** (JH), **Tanya Zadderey** (JH). Welcome Back **Mandy Lieverse** (LST) and **Sylvie Provencher** (Office). **Tara Johnson** moves to grade 1! For Non-instructional please welcome **Amanjot Kaur**, **Nikki Lessard**, **Kathy Stadnyk**, **Jonie Villacastin**, and **Mackenzie Schaick**. Our new daytime caretaker is **Jess Camitan**. **Colette Auger** is our Indigenous Outreach Worker. **Paige Clarke** began this week as our new interventionist. Starting on September 16<sup>th</sup>, **Cynthia Roberts** (LPN) will be joining us. Exemplary Staff for 2023-2024 - Congratulations to **Maren Roberts**

**2. Alberta School Councils Association Welcome (Tracey)**

**3. Parent communication Protocol (Tracey)**

At times, conflicts or communication barriers may arise, but it's important to remember that we all share the same goal: supporting the best interests of our students. To ensure effective and constructive resolution, please follow the established communication protocol:

1. First, contact the teacher regarding your concern.
2. If unresolved, bring the matter to the Administration.
3. Should further assistance be needed, you may then reach out to the trustee.
4. If necessary, escalate the concern to the Superintendent.
5. Finally, if the issue remains unresolved, it may be brought to the attention of the Minister of Education.

This process ensures that each concern is addressed thoughtfully and at the appropriate level.

**4. Budget (Tracey)**

- a. Fee Statements have been delivered. Both for agendas and for option classes.
- b. Board Policy 16

Roy Bickell Public School	
<b>Early Childhood Services</b>	
Kinderpal Program - monthly	350.00
<b>Fees for Optional Courses</b>	
Art	30.00
CTS Options	20.00
CTS wood work/Industrial Arts	40.00
Fitness	20.00
Food Studies	40.00
Drama	10.00
Jr High Friday Fitness	50.00
Second languages	10.00
Robotics	20.00
<b>Extracurricular Fees</b>	
Badminton	10.00
Basketball	40.00
Volleyball	40.00
Cross Country Running	40.00
Curling	35.00
Soccer	20.00
Track & Field	15.00
<b>Activity Fees</b>	
Recorders	15.00
Field Trips	20.00
Ski Trip - Nighthawk Local Ski Hill	50.00
<b>Non-curricular Goods and Services</b>	
Agenda books	10.00
Bulk supply purchase fee for parents	0.00

## 5. RB Education Plan (Tracey)

At our last Professional Learning (PL) session, teachers worked on identifying programming priorities for their students, aligning with Education Plan **Priority 1: Teaching and Learning**. A key focus was on ensuring that planning is responsive to student learning needs. Additionally, Friday afternoon was dedicated to exploring the Division's new report card and understanding how it supports student progress.

We've also placed significant emphasis on **Priority 2: Belonging** during our startup, enhancing our commitment to fostering a school culture rooted in the principles of respect, responsibility, and safety. This focus helps ensure a positive and inclusive environment for all students.

## 6. Volunteers (Tracey)

- a. All volunteers have to renew and submit their criminal record check at the beginning of the school year (regardless of when they applied for it the last school year).
  - A personalized letter is available from the office to reduce the costs
- b. All volunteers must complete the volunteer package before volunteering.

## 7. Fundraising (Tracey)

- a. Fundraising Letters (Tracey)
  - The Corporate Fundraising Letter is available at the office.
  - Silent Auction Donation letter is available at the office.
  - We are calculating our Chocolate Fundraising funds
  - Ice Melt order forms are ready for distribution

## 8. Maintenance (Shawna)

- a. Gravel was placed on top of exposed dirt/mud areas. Should compact into the mud over time.
- b. Drain pipes were permanently placed into the walking path
- c. Exposed meshing has been trimmed
- d. Thank you to our Maintenance department for installing the boottracks!

## 9. Recess Change and Warning Bells (Shawna)

We have flipped the second recess so that Junior High (JH) students go outside first and then eat their lunch afterward during the second break. This adjustment allows us to optimize the use of instructional time during the day. While this also means elementary students have flipped their schedule for the second break, the primary impact is simply getting used to the new routine. We have added warning bells to help students know when to prepare to either go outside or come inside. This change, along with flipping the second recess for Junior High students, helps ensure smoother transitions and better utilization of instructional time. Elementary students are also adjusting to this new schedule during the second break.

## 10. Athletics (Shawna)

- a. Volleyball – We have three teams this year, two girls – and one boy team. The coaches are Ms. Selzer, a parent volunteer, Ms. Barsalou, Ms. Pedersen, and Mrs. Simigan. Practices have begun and the season begins Thursday, October 4<sup>th</sup> (4:00 p.m. and 5:00 p.m.). Practices will be after school on Mondays and Wednesdays.

- b. Terry Fox Run

**Event-** Thursday, September 26 @ 2:10-2:55 p.m.

**Schedule:**

2:10-2:15 - Classes gather on tarmac

2:15-2:20 - Group warmup

2:20-2:50 - Terry Fox Run

2:50-2:55 - Classes head back inside to gather belongings for dismissal

We are hoping to raise \$900 (about \$2.00 per student). Students will receive treat if they hit this amount.

- c. Gaga pit – shipped yesterday and maintenance will install

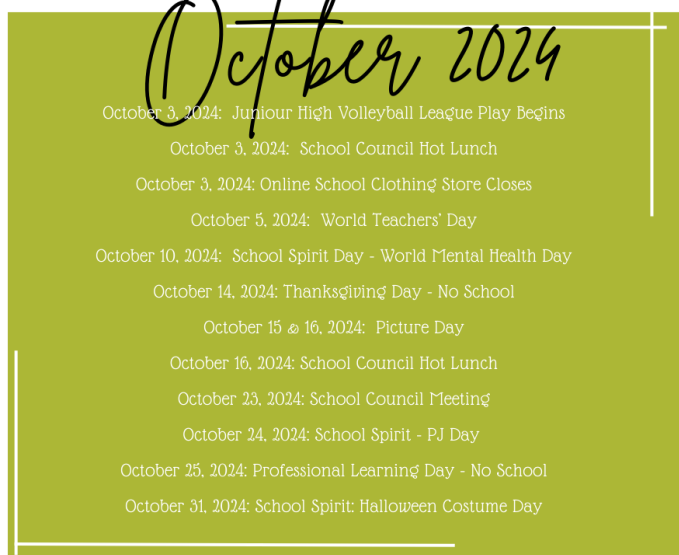
## 11. Curriculum Implementation (Gerry-Lynn)

- a. We are excited to announce that two of our teachers have opted to pilot the new Social Studies curriculum. They will be working closely with Cassie Mercer, the division curriculum lead.

**12. Indigenous Programming (Gerry-Lynn)**

- a. To honour National Truth & Reconciliation Day and Orange Shirt Day on September 30<sup>th</sup>, we'll hold an assembly on Friday, September 27<sup>th</sup> at 11:50 a.m. Our new Indigenous Liaison, Colett Auger, will join us for this event. Our school contributed to the division-wide Reconciliation Tree Project by decorating orange leaves with messages of support. Photos of these will be included in an Orange Shirt Day video shared across schools on Sept 27<sup>th</sup>. We're encouraging everyone to wear orange on Sept 27<sup>th</sup> in recognition of Orange Shirt Day and to support reconciliation efforts. There

**13. Upcoming Dates (Gerry-Lynn)**



**Business**

---

**New Business**

---

1. Proposed Meeting dates
 

October 23, 2024	January 29, 2025	April 30, 2025
December 4, 2024	March 12, 2025	June 11, 2025
  
2. Proposed Hot Lunch Dates
 

Thursday, October 03, 2024	Wednesday, January 22, 2025	Thursday, April 17, 2025
Wednesday, October 16, 2024	Thursday, February 06, 2025	Wednesday, April 30, 2025
Thursday, November 07, 2024	Wednesday, February 19, 2025	Thursday, May 15, 2025
Wednesday, November 20, 2024	Thursday, March 13, 2025	Wednesday, May 28, 2025
Thursday, January 09, 2025	Wednesday, March 26, 2025	
  
3. Raptor Wrap Up
  - Friday, June 20, 2024
  
4. Available Gym Use
 

Thursday, October 24, 2024	Thursday, February 27, 2025	Thursday, April 17, 2025
----------------------------	-----------------------------	--------------------------

**Next Meeting Date, Adjournment**

---

1. Meeting is adjourned at 7:23 p.m.
  
2. Next Meeting Date is Wednesday October 23, 2024 @6:00 pm

***Thank you***