

ROUND HILL SCHOOL COUNCIL

MEETING MINUTES: 22 November 2017

Members Present: Carlene Wetthuhn, Leah Rasmuson, Karen Belich, Bharb Tomaszewski, Suzie Ellik, Nicola Irving, Angie Johnson, Ms. Koleba, Dwayne Holowachuk, Carie Carr, Cheryl Frinskie.

1. Called to order: 6:33 pm

2. Round Hill School respectfully acknowledges that we are situated on Treaty 6 territory, traditional lands of First Nations and Metis people.

3. Positive Shout outs: Jason did a good job coaching the boys' volleyball (Nicola). Kevin Sorensen MP has a picture and write up about his visit at the school (Carlene). Remind notifications are great (Suzie).

4. Acceptance of Minutes from September 18, 2017: accepted by Bharb,

5. Trustee Report: New rep for Camrose County North – Karen Belich

Oct 23 – trustees were sworn in. Karen is chair of community engagements committee, is the Canadian representative for French students, and on the Cornerstone School committee. She has just attended the trustees conference, and first committee meeting scheduled for next week. Karen will be the liaison for our school.

There is a new member of staff (June) working in the office whilst Ms. Milne is absent.

6. Old business

- a. **Maplewood / Parent Portal (Ms. Koleba):** New format report cards out for first time. There are a few minor glitches that are being dealt with. Report cards are now standard across the division. Not sure how the data has transferred to the portal.
- b. **Parking / access to school / security fobs:** All staff and other authorized persons are in possession of a key fob, and can access the school, through any door, regardless of if the alarm is on or not. All staff carry their fobs at all time. Front door will remain open during school hours as a public access, all other doors will be locked. This is a school wide system to enhance security in our school.
- c. **Bus arrival and breakfast program:** There have been no issues with timing for morning busses. Any temperatures below -20, children will be inside regardless.

7. New business

- a. **School Councils Purpose – education summary (Leah):** Attended the school council's education session in October.
 - i. **Community representative** – option to have a member of our community on our school council. A note will go out in the newsletter requesting people to apply.
 - ii. **Purpose of a school council** – a school council is link to the school, parents advising school on issues affecting our children, the principal and a teacher will also be in attendance. It is no place for personal agendas. School board trustees should be invited, and school councils can advise / decide / lobby or reframe.

- iii. **Operating procedures** – school councils should have operating procedures (a template was distributed) and it was suggested that we put something in place for our school council. Nicola, Leah and Bharb will work to have a draft ready by next meeting.
 - iv. **Annual report to BRSD** – Leah submitted last report
 - v. **Copy of Minutes** – should keep copies for last 7 years. Copies should be accessible to all parents, and will be e-mailed out to all parents. School council and Society meeting minutes should be kept separate.
- b. **Post It Note Parking Lot:** if meeting attendees have questions that are not on the agenda, they will be written on a Post It Note and added to the ‘parking lot’ to be discussed at a later date. They will not be added to the agenda.
 - c. **Christmas Concert (Mrs. Johnson):** Dec 20th at 7 pm. Started on a play “The Christmastime Santa Claus Forgot”. Working on getting music / lines / costumes ready. Will be Jr. High band, and hopefully the Gr.6 Band from Ryley will play too. Odd grades will bring 1 dozen snacks for the concert. Will continue the basket draws this year.
 - d. **SGF Report (Ms. Koleba):** On the BRSD website there is a comprehensive admin procedure about the SGF. Strict guidelines on how money can be used. The SGF is separate from the school budget. The school budget this year was based on projected numbers of 71 students, but actual numbers were 68. This has a major effect on our small school, but the BRSD has allocated some extra funds to help make up this loss. We show a small deficit, and the budget still has to be approved. This is also a public document. A copy of the SGF report will be made accessible.
 - e. **Accountability Pillar Results (Ms. Koleba):** Alberta education does surveys twice a year to provide a snapshot of how the school is doing – a copy is provided. Colour coded green and blue is positive, yellow is maintained. There is a 55-page document that breaks down the information in more detail.
 - f. **Ski Trip Discussion:** This year will be grades 4-9 only, and younger grades will be offered a different activity.
 - g. **Letter from Family School Liaison Worker:** A letter from our new FSLW (Lyndell Drever) was distributed. Lyndell is new in the school, and new in the job. She would like to do a special Christmas activity day with the students. Mr. Jensen will help her. She is looking for some funds \$250 to assist with the Polar Express Day on 21 December, with assistance of Mr. Jensen and Grade 9 students.

8. Next Meeting: Tuesday 16th January 2018 at 6:30 pm

9. Meeting adjourned: 7:29 pm