

**SIR ALEXANDER MACKENZIE ELEMENTARY SCHOOL
SCHOOL COUNCIL MEETING
Tuesday, January 21st 2025
SAM Library | 6:00 p.m.
Google Meet link: meet.google.com/vyi-tqtm-ius**

Call to order: 6:02pm

AGENDA

1.0 AGENDA

1.1 Land Acknowledgement:

We are grateful to live, work and play on Treaty 6 territory and the homeland of the Métis. This land is a traditional meeting ground, gathering place, and travelling route for many Indigenous people whose diverse cultures have enriched this land for generations.

We honour the Elders, Knowledge Keepers and other Indigenous voices who share their stories and wisdom with us as we work towards reconciliation in a good way.

We are treaty people and promise to work towards repairing relationships by showing kindness to each other and stepping gently on the land.

1.2 Welcomes and Introductions

Principal: Dawn Rothwell

Assistant Principal: Cam Makovichuk

Trustee: Sheyanne Levall-Crouse

Chair: Jayson Loewen

Vice Chair: Celeste Fowler

Secretary: Christine McMurren

COSC Rep: Linda Marchand

Online moderator: Stephanie Ladouceur

Communication specialist: Stephanie Ladouceur and Stephanie Morris

Other Attendees:

Kim Philips

Brandy Bolduc

Celeste Fowler

Jayson Loewen

Jazzie Buller

Melissa Wojcichowsky

Stacey Addison

Christine McMurren

Kolby Iezzi

Stephanie Morris (online)

2.0 MINUTES

2.1 Previous School Council Meeting Minutes:

Recommendation: That a week passes after circulation of minutes, minutes were circulated Jan 20,

2025. No changes were noted throughout Jan 20- Jan 27, the minutes of the previous School Council Meeting (Nov 19, 2025) are approved as circulated.

3.0 COUNCIL BUSINESS

3.1 Review the SAM School Council Purpose Statement

As we work to support and enhance student learning at SAM, we will participate in the SAM School Council in an advisory role to the principal where we will foster, develop, maintain, and reflect the culture of the school. To do this, we will create forums for discussion, provide opportunities for families to participate, and, to the best of our abilities, represent our various school community views and voices.

3.2 Discuss how to spend the \$500 Alberta School Council Engagement Grant:

www.albertaschoolcouncils.ca/public/download/files/231419

- ASCA learning sessions previously attended by SAM School Council:
 - 2023-05-15 ASCA's School Council Purpose workshop.
 - 2023-06-12 ACSA's The Work of School Council: It's NOT about the meeting
 - 2024-06-19 Effective Engagement in Your School Community
- ASCA School Council Learning Opportunities brochure:
 - www.albertaschoolcouncils.ca/public/download/files/194576
- Calendar of scheduled sessions:
 - www.albertaschoolcouncils.ca/public/download/files/234163
- Helpful grant summary: <https://www.eips.ca/download/461182>

Possibly spend money on workshops – Previous years with online workshops, some technical issues were faced. Scheduling issues were also faced. Dawn states last years wasn't as effective as the two years prior. Would prefer a speaker in person. Suggestions made for purchasing parent resource books, or books related to mental health for children, learning differences. Dawn posed a question about how we envision if one book is purchased how would it be circulated to anyone who wants. Idea: 2 copies and a link, possibly digital copy. Action item: Send out a google form to find out what topic areas of interest to investigate – neurodiversity in students and how it is handled in school, learning disorders and how to support, artificial intelligence, mental health/anxiety, stuff that kids face. Similar presentation to a few years ago, Schneider, possible reach back out to her. Suggestion of a "Parent night/family night" but grant money can't be spent on food/entertainment. What needs to parents have and lets intentionally meet the need. Possible Workshop: Safron center – cyberworld and foundation of connection. \$199 designed for parents and caregivers. Putting out a survey with a few options might be a good starting point. Paw print going out Friday, put together a list of max 5 options for feedback, should hear about by mid next week. In person vs online option – most feel like the in-person option is the better idea for encouraging more engagement and school culture

Five ideas – Books/Resources, Speakers (ai, technology, saffron), experiential, mention that if you have other ideas to email the school email address.

Google form with two questions – one about topics, one about format of delivery. Dawn will put something together and send to Jayson.

4.0 SCHOOL REPORT

4.1 School Report:

- [SAM Education Plan 2024-25](#)
 - Presented to the Board of Trustees (Mon, Jan. 20th)

- Posted to SAM Website

Presented yesterday, shared learning and work that's been going on at SAM School, questions were asked about funding and how money is being used to help student, soccer academy questions. Comment on growth that SAM has experienced. Presented using stories. Was the community feedback session discussed? Not through the presentation, but it was made mention.

- Partnership Workshop - Thurs, Feb 13/2025 (9am-2pm)
 - St. Albert Alliance Church

Division has been working on renewing their vision and mission statements. Current statements were created approx. 20 years ago. Different groups have been invited to share their view on what is important with the board of trustees. Jan 31 deadline to submit names of people interesting in attending, students & parents welcome.

- School Planning 2025/26
 - ACE Information Evening: Jan 28 @6pm – night for parents who are wondering if this program is something that might meet the needs of their children as well as the process of application. Question posed about if the division is doing anything to help promote, yes, article in the gazette, within the school, teachers and admin really good about identifying students already within the school
 - Kindergarten Open House: Feb 4 @6pm
 - Soccer Academy Planning - haven't set a date for the information evening, still in the process of having meetings with superintendents, looking at extending program into high school (Paul Kane), possibly mid February. A parent/student survey about what students don't like or what they do like.
- [January 2025 Division Policy Review](#)
 - C-120, Flags
 - C-120-AR, Flags
 - E-110, Learning Resources
 - [Policy Review Process & Schedule](#)
 - [Division Policy Manual](#)

Feedback up until January 31st

4.2 Upcoming Events

- Jan 23 - Div II Ski/Snowboard Day
- Jan 28 - ACE Information Evening 6pm
- Jan 30 - Vacay Day (Spirit Day)
- Jan 31 - Staff PD Day – No Students
- Jan 31 - S1 Progress Reports Issued
- Feb 4 - Kindergarten Open House 6pm
- Feb 5 - Cupcake Day
- Feb 6–7 - Teachers' Convention – No Students
- Feb 14 - Valentine's Day & Have a Heart Day
- Feb 17 - Family Day – No School

5.0 TRUSTEE REPORT

5.1 Trustee Report: Trustee Levall-Crouse

No trustee in attendance, report attached.

6.0 OTHER COUNCIL BUSINESS

6.1 Correspondence

A suggestion was sent to the school-chair email address of a way to get kids excited about donating to the food bank. The shared video showed cereal boxes set up like dominos in the hallways of a school with children cheering as the donated food boxes tipped over one after the other. Similar video: <https://youtu.be/AULyfBG7dhM>

6.2 COSC

No COSC reps in attendance, no updates

6.3 Update from Community Engagement Opportunity on Sep 26. Celeste Fowler and Kiandra Johnson attended the school board's Community Engagement Opportunity on Sept 26th at Division Office to discuss and gather feedback about three division policies:

[Cell Phone Policy](#) – lots of positive feedback and happy something was finally in place, but curious as to how it would be enforced school to school

[Anti-Racism Policy](#) - questions about how far things are escalated when instances of racism

[Welcoming, Safe and Caring Policy \(with a focus on inclusion\)](#)

6.4 Celeste with some suggestions – questions were asked about what our K-6 policy looks like in terms of the cellphone policy. Electronics stay in lockers or backpacks; classroom is not the place for it. Current policy meets our needs. Celeste suggests that next time things are shared before getting to the meeting so people can be ready for topics being brought up. Suggestion about the calendar – public facing calendar. Suggestion that we come back to this at our next meeting after dawn and can get some answers to some questions

7.0 FUTURE MEETING DATES

7.1 Schedule future meeting dates:

- Tues, Feb. 18 @7pm
- Tues, March 18 @6pm
- Tues, April 8 @7pm
- Tues, May 20 @6pm

8.0 ADJOURNMENT – 7:09pm

October 2024 Updates - Trustee Sheyanne Levall-Crouse
Report to School Councils
sheyanne.levallcrouse@spschools.org
780.907.3039

Board Priorities for 2023/2024 include:

- Support Wellness for Students and Staff
- Support Engagement with Students, Families & Community
- Adapt to Change and Growth
- Support Connection & Inclusivity

Trustee & Senior Administration External Meetings:

Nov 27, 2024 – Audit Committee Meeting

Nov 27, 2024 - St. Albert Public School Division – Public Board Meeting (1:30 PM)

Dec 11, 2024 – St. Albert Chamber Luncheon

Dec 18, 2024 - St. Albert Public School Division – Public Board Meeting (1:30 PM)

Jan 13 & 20, 2024 – SAPS Education Plans Presentation

Jan 15, 2024 – Advocacy Committee

Jan 15, 2024 - St. Albert Chamber Luncheon

St. Albert Public School Board 2024-2025 Did you Know?

You can find the Board of Trustees edition of 'Did you know?' [HERE](#).

Policies for St. Albert School Division & links

All policies for our school division can be found [HERE](#).

Policies in review, the review process, and the planned review calendar can be found [HERE](#).

Annual Education Results – November 2024

St. Albert Public Schools has downloadable versions of the Annual Education Results (November 2023/4, 3-Year Capital Plan 2025/26 to 2027/28 Annual Education Results Report), and the Four Year Education Plan 2022-2026 on our website. They can each be found on our [Governance Plan & Report page](#) of the St. Albert Public School Division website.

Budget Update

The budget came out Feb 2024. In the 2024 budget announcements, for [Alberta Education funding](#).

SAPS Presentation to the City of St. Albert Council Meeting

The Alberta Government announced the \$8.6 billion School Construction Accelerator Program to build 90 new schools and modernize/replace 24 schools 2025-2027. Kristi Rouse presented to City Council the importance of having school sites ready and meeting the Government's 'check-list' to have St. Albert Public approved for a new school build. We asked the city to approved the Area Structure Plan in the North East and help us have a school site larger enough for a new high school. The city approved the ASP's first reading on Nov 5th.

You can find the [Nov 5 Gazette Article Here](#), [Nov 12th Gazette Article Here](#), and the [Nov 19th Gazette Article Here](#).

Division Education Plan Presentations

Every year the Division holds the Division Education Plans. Each school Admin team attends and presents their schools Three-year Education Plan. Schools shared their achievements and challenges from the last year. They also share highlights from the year and take questions from the Board.

Upcoming Partnership Workshop

The Partnership Workshop is being held on February 13th. It hosted by the Board of Trustees and is designed to engage the school families, community, and partners in meaningful conversations. The input gathered this year will be used to inform our 2025-2029 Education Plan. Schools will invite 2-3 parents to attend.

Upcoming Meetings, Board Meetings and Dates:

Jan 22, 2024 - St. Albert Public School Division – Public Board Meeting (1:30 PM)

Jan 30, 2024 – Council of School Council (COSC)

Feb 7, 2024 – PSBC meeting

Feb 12, 2024 – Advocacy Committee

Feb 12, 2024 - St. Albert Chamber Luncheon

Feb 13, 2024 – Partnership Workshop

Feb 19, 2024 - St. Albert Public School Division – Public Board Meeting (1:30 PM)

Feb 21, 2024 – ASBA Zone 2/3

Feb 26, 2024 – Pink Shirt Day

Mar 4, 2024 – Wisdom & Guidance Council

NOVEMBER 27, 2024 - PUBLIC BOARD MEETING HIGHLIGHTS

THE BOARD RECEIVED AS INFORMATION

- The board received as information the unaudited schedules for the year ended August 31, 2024.
- The board received as information a report on the update of division reserves.
- The board received as information the status report for policies/regulations/procedures currently in development.
- The board received as information the 2024-2025 September 30 Resource and Distribution Allocations for division schools and division services departments.
- The board received as information the division's 2025-2026 modular classroom requests.

THE BOARD APPROVED

- The board approved the Annual Education Results Report (2023- 2024).
- The board approved the financial statements for the year ending August 31, 2024.
- The board approved the Regular Meeting of the Board of Trustees held October 23, 2024.
- The board approved the Lorne Akins Outdoor Education Adventure Trip fee.

THE BOARD PROVIDED DIRECTION

- The board provided direction to circulate the draft Administration Regulation C-700-AR, Video Surveillance.
- The board provided direction to circulate the draft Board Policy D-120, Administrative Staff Appointments and Transfers and the accompanying regulation.
- The board provided direction to circulate the draft Board Policy D-170, Board Recognition Programs and the accompanying regulations.
- The board provided direction to administration for the preparation of the final draft of Administration Regulation D-620-AR, Staff Development and the accompanying regulations.
- The board provided direction to administration for the preparation of the final draft of Board Policy G-130, Campaigning at Division Sites and the accompanying regulations.
- The board provided direction to administration for the preparation of the final draft of Administration Regulation G-610-AR, Advertising by External Organizations and the accompanying regulations.

December 19, 2024 – Public Board Meeting Highlights

THE BOARD PROVIDED DIRECTION

- The board provided direction to circulate the draft Board Policy C-120, Flags and the accompanying regulations.
- The board provided direction to circulate the draft Board Policy E-110, Learning Resources and the accompanying regulations.
- The board provided direction to administration for the preparation of the final draft of Board Policy F-160, Use of Personal Mobile Devices and Social Media in Schools and the accompanying regulations.
- The board provided direction to administration for the preparation of the final draft of Board Policy A-180, AntiRacism and the accompanying regulations.
- The board provided direction to administration for the preparation of the final draft of Board Policy A-110, Welcoming, Caring, Respectful, Inclusive and Safe Learning and Working Environments and the accompanying regulations.
- The board provided direction to administration for the preparation of the final draft of Board Policy B-160, Trustee Honouraria and Expense Reimbursement and the accompanying regulations.

THE BOARD APPROVED

- The board approved the 2025-2026 School Year Calendar in full.
- The board approved the Basis of Allocation for 2025-2026.
- The board approved three readings at one meeting of Bylaw No. 2024-01, Bylaw No. 2024-02 and Bylaw No. 2024-03.
- The board approved the regular meeting of the Board of Trustees held November 27, 2024.
- The board approved a division wide full day ECS fee of \$325 per month for the 2025-2026 school year subject to a minor adjustment under special individual circumstances and subject to the spring 2025-2026 provincial budget announcement.

THE BOARD ADOPTED

- The board adopted Administration Regulation D-620-AR, Staff Development and the accompanying regulations.
- The board adopted Board Policy G-130, Campaigning at Division Sites and the accompanying regulations.
- The board adopted Administration Regulation G-610-AR, Advertising by External Organizations and the accompanying regulations.

THE BOARD RECEIVED AS INFORMATION

- The board received as information a presentation of student artwork to be used for the Board of Trustees' 2024 Holiday Card.
- The board received as information the 2024-2025 Infrastructure Maintenance and Renewal (IMR) expenditure plan.
- The board received as information the status report for policies/regulations/procedures currently in development.

December 19, 2024 – Public Board Meeting Highlights - Contined

THE BOARD PASSED

- The board passed Bylaw No. 2024-01, a bylaw where the St. Albert School Division deems that the election of five (5) trustee positions will be by general vote (at large) of the electors within the municipal boundaries of the City of St. Albert and provides the authority for entering into an agreement to hold a joint election in conjunction with the City of St. Albert be approved for first reading.
- The board passed Bylaw No. 2024-02, a bylaw that St. Albert School Division appoints the City of St. Albert’s returning officer (Marta Caufield) as St. Albert School Division’s returning officer and the St. Albert School Division appoints the City of St. Albert’s alternate returning officer (Janice Vollrath) as St. Albert School Division’s alternate returning officer be approved for first reading.”
- The board passed Bylaw No. 2024-03, a bylaw where the St. Albert School Division indicates nominations for the position of trustee are to be filed in person with the returning officer, the alternate returning officer or the designated deputy returning officer at the City of St. Albert city hall building during normal working hours during the nomination period (January 1, 2025 up to and including noon four weeks before the Election Day - i.e. noon on Monday, September 22, 2025) in addition to the jurisdiction/division office during normal working hours during the nomination period (January 1, 2025 up to and including noon four weeks before the Election Day - i.e. noon on Monday, September 22, 2025) be approved for first reading.