

**SIR ALEXANDER MACKENZIE ELEMENTARY SCHOOL  
SCHOOL COUNCIL MEETING  
Tuesday, March 18 2025  
SAM Library | 6:00 p.m.**

**Actions**

**New actions**

- Dawn will schedule Saffron Centre: Cyberworld Presentation - June 17th from 6-8pm @SAM

**Completed Actions**

- Dawn will reach out to Saffron Centre to look at dates for their availability and school availability in April and May. Will come back to our next meeting with dates to host their two-hour cybersafety presentation.
- Stephanie Ladouceur will reach out to find dates that Unplugged\_St.Albert is having workshops in our community so that we can advertise to our parents.
- Jayson will draft a letter from our school council to the education minister and two MLAs in St. Albert to express parents' concern about the Literacy & Numeracy Screeners. Copy the premier, education critic, principal, and superintendent. Jayson will draft a letter and share with the school council attendees to collect comments for a week.

**Previous Actions**

- Jayson will look into coordinating an evening workshop to help parents set up their children's phones with parental controls. Date to be after the Saffron Centre cybersafety presentation.
- Dawn will coordinate with principals at Hillgrove, Lorne Akins, and Paul Kane to suggest a schedule for 2025-2026 SAM school council meetings that avoids the dates of their school council meetings.

**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 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.*

### **1.3 Welcomes and Introductions**

Principal: Dawn Rothwell

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

Attendees:

Dawn

Lise

Celeste

Brandy

Darla

Jayson

Kolby

Megan

Sarah

Stephanie

Stacey

Chantale

## **2.0 MINUTES**

### **2.1 Previous School Council Meeting Minutes:**

Recommendation: that the minutes of the previous School Council Meeting ([February 18, 2025](#)) are approved as circulated.

## **3.0 COUNCIL BUSINESS**

### **3.1 Saffron Centre: Cyberworld Presentation - June 17th from 6-8pm @SAM**

*How do I keep my kids safe online? What is For Your Eyes Only? How do I make sure my child's location settings aren't on? This training is designed for caregivers to learn about the fast-changing world of online safety and its potential dangers. We cover safety tips for current social media platforms and gaming sites, including TikTok, Snapchat, and Discord. We also deep dive with parents into the world of online sexual exploitation, providing communication and prevention strategies to encourage safety wherever possible.*

- Not for students.
- We can host the event in the SAM library.
- Tentatively booked June 17. Date will be confirmed on our approval.
- We plan to advertize in the school newsletter and add to the school calendar.
- Consensus: yes, book that date.

## Parent Info Session: “Prevent Internet Child Exploitation”

Thursday, April 10 | 7:00-8:30 p.m. | Downtown Library

To register: <https://sapl.libcal.com/event/3863798>

*All parents and caregivers are welcome to attend an evening information session on the realities of internet child exploitation in Alberta, and strategies to navigate these issues in an open and collaborative way with your children. Presented by the Northern Alberta Internet Child Exploitation Unit (NAICE).*

- Similar content as the ICE presentation hosted at SAM. Good for parents who could not attend that session.
- We plan to advertize in the school newsletter.

### 3.2 Letter to minister of education

- We received acknowledgement of our letter but no real response.
- Ministers track metrics for emails they receive about issues. They use that feedback when creating budgets.
- The next round of assessments will be for students who were identified as at risk. Advocacy will be unlikely to make a difference in the near term. It might be more useful in the fall and in January for kindergarten students.
- This our third year of doing these assessments. This was the first year they added kindergarten. School staff worry that it might continue to expand.
- Could parents request their child be assessed later? The school has a deadline to upload all data to the government’s dashboard.
- Assessments and interventions have been happening for many years. When the government started requiring uploading assessment results, they noticed that schools were using different assessments. The government then was unable to compare between the assessments. The government standardized on a screening tool, but chose a different one than the one our division advocated for, that we believed was more powerful.
- Recommend that parents send emails to the ministers.

## 4.0 SCHOOL REPORT

### 4.1 [Provincial Budgeting & Impact for SAPS](#)

- About \$6300 per student ends up in the school. The SAM budget is nearly 100% staffing costs, which is not a good place. It does put humans first but it limits technology, supplies, and resources.
- The good news is that the budget did not decrease.
- There was concern within the division that the plant and operations grant will not cover the increasing costs. In prior years, the Division used reserves to make up the difference.
- We will be unable to significantly reduce class sizes. But by pushing the budget to the extreme, we hope for mid-20s class sizes in division 1 and 28-32 for division 2.
- The funding model changed from three-year weighted average to two-year with 70% from the most recent year. That is a better formula for our school division.

### 4.2 **Review Proposed New [School Fees](#) 2025/26**

- Most fees remain unchanged.
- Lunch Fee: Increase to \$75.
  - The lunch fee has not increased for a decade.

- Some schools hire lunch supervisors. SAM School uses Educational Assistants and teachers to supervise lunches.
  - Schools brought to the board a proposal to increase the lunch fee from \$50 to \$75. That will help, but the schools will still need to subsidize the costs of lunch supervision.
- Teachers have the opportunity to request fee changes to provide different experiences for their classes.
  - Bussing costs are expensive.
  - To save costs, teachers consider doing fewer field trips and doing trips within walking distance.
- Considering a 'Leadership Activity'
  - Proposed Activity Fee: \$20

#### 4.5 **SAM Explores - Feedback**

- Students rotate through experiences in drama, outdoor education, and STEAM. With that we introduced a \$20 activity fee to allow teachers to do a field trip or activity.
- Do we want to keep the same three rotations? Or rotate the rotations over a few years? For a student here for seven years, is there benefit to changing the rotations? Leadership might be a theme to incorporate.
- SAM was a Leader In Me school. Subscription to that US-based program was significant and we chose not to renew. We have been looking at multiple ways to maintain the leadership theme in the school.
- Parent feedback:
  - Some kids didn't say much about drama. Some kids really loved drama.
  - A drama club might be good option if we remove it from the rotation.
  - Drama is connected to learning outcomes in language arts, wellness. Having a drama club might allow it to be closer to stage acting and what you might think of as drama class.
  - Rooney and Punyi came a few years ago, which gave students some drama experiences. Pushing students to do things they are not super comfortable with can help them learn.
  - As SAM grows, we need to use our space differently. The drama room will become a classroom. ACE likely needs more classroom space. We have a stage that we might need to use for drama.
  - Discuss half-year options to allow more experiences for students.
- Dawn will consider options and feedback.

#### 4.3 **DRAFT: SAM School Calendar 2025/26**

- Added key days from the division calendar to the SAM calendar.
- Highlight: reached out to Lorne Akins and Paul Kane to make sure we do not overlap with their school council meetings. Third Tuesday of each month does not overlap with those schools. But Tuesdays overlap with Hillgrove's council meeting, which affects parents of ACE students.
- Hillgrove schedules a school council and fundraising meeting on the same night as their celebration of learning. It increases exposure of parents to the council. Their school community seemed to respond well to it.
  - Lorne Akins had that once and it was very loud, with parents accidentally walking into the meetings.

- It could be on Oct 21. If we don't like that, we could move parent-teacher conferences to Oct 15-16.
- Book fair uses the library and usually the gym is set up with things, so we would move the council meeting to the reconciliation room and not have a child care space for the meetings.
- Consensus: don't overlap October council and fundraising meetings with parent-teacher-student conferences. Consider overlapping March celebration of learning with council and fundraising meetings.
- Staff will further review the draft calendar and we can discuss more at a future council meeting.
- Please provide feedback to Dawn or Jayson.

#### 4.4 **Supporting Positive Student Behaviours at SAM: Gathering Feedback**

- Some parents reached out asking about bullying and negative behaviours at SAM. We are planning to have a feedback session at the April council meeting with a similar format as the education plan feedback session in the fall.
- SAM staff have gone through two iterations about how to better or best support positive student behaviours at SAM. They looked at research and literature, what is working well, best practices, what we might adjust. The staff are working to have a statement of guiding principles. They are also working on having consistent expectations and responses in all classrooms. This seems like a good time in that process to gather parents' perspectives.
- Please let Dawn or Jayson know if you have questions and wonderings before we construct the activity next month. We plan to host small-group discussions to gather feedback that will inform our school handbook.
- Will there be an opportunity to gather student feedback? Some students brought up that they didn't feel everything was fair. Is there an opportunity for students to give feedback? Parents could ask their kids and share their input.
- Parents and the school community can do things that school staff cannot. School staff must respect confidentiality and cannot divulge what families might be struggling with. Our network is small enough that we can connect with any other family. Community support might be helpful in some situations.
- Some frustration was expressed about not knowing what "punishment" a child is getting. That feels frustrating to the family of the victim. The professional code of conduct for teachers and administrators explicitly states they cannot share information about a child with anyone else. One hope is that parents might learn the tools and methods that school staff engage in. It might help for parents to know how teachers respond to different situations.
- We need to be clear how bullying is defined. A one-time incident is not bullying. Bullying is repeated aggressive behaviour.
- We try to help the student before considering suspending. Principal does not expel people. Try to do everything possible to support positive student behaviour. If things are very unsafe, the principal may make a recommendation to the board of trustees to expel the student.
- Is there a framework for that escalation? SAM school is working on a framework to help support how staff respond to situations.
- Is there a framework for the students who were on the receiving end of aggressive or bullying behaviour? Community conference and restorative practice approaches have research evidence that they help the person who did the harm and the person harmed. Lise or Sara spend time with the students, including the student harmed, to share their

feelings about what happened. Both seem to come to a better understanding of the other person and what happened.

- School and home should match for framework to be most effective.

#### 4.6 Upcoming Events

- Thurs, March 20: Elderberry Day
- Thurs, March 20: Bravo Choir Concert @10:15am
- Fri, March 21: SAM Spirit Assembly
- Mon, March 24 - Fri, March 28: Spring Break
- Mon, March 31: NO SCHOOL (In Lieu of PTIs)
- Tues, April 1: Classes Resume
- Wed, April 2: Cupcake Day
- Mon, April 7: Rotary Music Festival
- Wed, April 16: Spring Concert

#### 4.7 [March 2025 Division Policy Review](#)

- D-650-AR, Alternative Part-Time Teaching Agreements
- [Policy Review Process & Schedule](#)
- [Division Policy Manual](#)

### 5.0 TRUSTEE REPORT

#### 5.1 [Trustee Report](#): Trustee Levall-Crouse

- Alberta Budget came out recently. Education budget seems at par with prior years. At the end of March, we will receive a breakdown that shows more information.
- We hope to have the Chérot school site approved as part of the provincial school accelerator program.
- Trustees approved a \$100/day honoraria for committees that take far more time than would be considered standard. For example, one sub-committee took 17 days, so members would take 4 days as standard expectation and the remainder as honoraria.

### 6.0 OTHER COUNCIL BUSINESS

#### 6.1 Correspondence: request to discuss bullying at school council meeting

### 7.0 FUTURE MEETING DATES

#### 7.1 Schedule future meeting dates:

- Tues, April 15 @7pm
- Tues, May 20 @6pm
- Tentative: Tues, June 17 @6:00-8:00pm Cyberworld Presentation

### 8.0 ADJOURNMENT

7:40pm

**Board Updates - Trustee Sheyanne Levall-Crouse**  
**Report to School Councils**  
[sheyanne.levallcrouse@spschools.org](mailto: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:**

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

Mar 7, 2024 – PD Day (no school for students)

Mar 12, 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](#).

**Kindergarten Count**

The 2025-2026 Kindergarten registration count for February 28, 2025 is 510 students. The February 23, 2024 count was 497.

### **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 Governments '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 5<sup>th</sup>.

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

St. Albert Public placed a full page ad in the [Feb 6<sup>th</sup> Gazette](#) (Page 15) to emphasis that our school division needs new schools to keep up with enrollment.

As we continue to advocate for the North East, the Nov 13<sup>th</sup> Gazette Article highlights

### **Alberta Budget**

Earlier this month Alberta Government released the budget. We are waiting for a further break down to fully understand.

### **Upcoming Meetings, Board Meetings and Dates:**

Mar 19, 2025 – Audit Committee Meeting

Mar 19, 2025 - St. Albert Public School Division – Public Board Meeting (1:30 PM)

Mar 22 - 31, 2025 – Spring Break

Apr 9, 2025 – Advocacy Meeting

Apr 9, 2025 – St. Albert Chamber Luncheon

Apr 9, 2025 - Division Night of Music

Apr 10 - 11, 2025 – PSBC Meeting

Apr 11, 2025 – ASBA Zone 2/3 Meeting

Apr 16, 2025 - St. Albert Public School Division – Public Board Meeting (1:30 PM)



## **JANUARY 22, 2024 - PUBLIC BOARD MEETING HIGHLIGHTS**

### **THE BOARD RECEIVED AS INFORMATION:**

- The board received as information the Quarterly Financial Report for the three months ended November 30, 2024.
- The board received as information the 2023-2024 Infrastructure Maintenance and Renewal (IMR) Funding Final Cost Report.
- The board received as information the status report for policies/regulations/procedures currently in development.

### **THE BOARD APPROVED:**

- The board approved the minutes of the regular meeting held December 18, 2024 be approved as circulated.
- The board approved Joseph M. Demko School's fee request.

### **THE BOARD PROVIDED DIRECTION:**

- The board provided direction to circulate the draft Board Policy E-140, Field Trips and the accompanying regulations.
- The board provided direction to circulate the draft Administration Regulations E-610-AR, Class Sizes.
- The board provided direction to circulate the draft Board Policy G-100, School Councils and the accompanying regulations.
- The board provided direction to administration for the preparation of the final draft of Board Policy D-120, Administrative Staff Appointments and Transfers and the accompanying regulations.
- The board provided direction to administration for the preparation of the final draft of 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 C-700-AR, Video Surveillance.

### **THE BOARD ADOPTED:**

- The board adopted Board Policy F-160, Use of Personal Mobile Devices and Social Media in Schools and the accompanying regulations.
- The board adopted Board Policy A-180, Anti-Racism and the accompanying regulations.
- The board adopted Board Policy A-110, Welcoming, Caring, Respectful, Inclusive and Safe Learning and Working Environments and the accompanying regulations.

## **FEBRUARY 19, 2024 - PUBLIC BOARD MEETING HIGHLIGHTS**

### **THE BOARD RECEIVED AS INFORMATION:**

- The board received as information a report outlining the key initiatives led by the Deputy Superintendent.
- The board received as information the status report for policies/regulations/procedures currently in development.

### **THE BOARD PROVIDED DIRECTION:**

- The board provided direction to circulate the draft Administration Regulations D-650-AR, Alternate Part-time Teaching Agreements.
- The board provided direction to administration for the preparation of the final draft of Board Policy C-120, Flags and the accompanying regulations.
- The board provided direction to administration for the preparation of the final draft of Board Policy E-110, Learning Resources and the accompanying regulations.

### **THE BOARD APPROVED:**

- The board approved the regular minutes of the Board of Trustees held January 22, 2025.
- The board approved the special meeting of the Board of Trustees held January 13 and January 20, 2025.

### **THE BOARD ADOPTED:**

- The board adopted Board Policy B-160, Trustee Honouraria and Expense Reimbursement and the accompanying regulations.
- The board adopted Board Policy D-120, Administrative Staff Appointments and Transfers and the accompanying regulations.
- The board adopted Board Policy D-170, Board Recognition Programs and the accompanying regulations. The board adopted Administration Regulation C-700-AR, Video Surveillance