

**SIR ALEXANDER MACKENZIE ELEMENTARY SCHOOL
SCHOOL COUNCIL MEETING
Tuesday, September 16th 2025
SAM Library | 7:00-8:00 p.m.**

Actions

New actions

- Clayton Wowk will investigate the hardware available to host hybrid online/in-person school council meetings.
- Jayson will email the attendees a list of ideas for presentations, especially ones eligible for the ASCA grant.

Completed Actions

- Jayson will review topics from 2024-2025 and draft an agenda to propose for next year.
- 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 cybersecurity presentation.
 - May 2025 Decision: consider in the fall. Take suggestion to AGM.
 - Sep 2025 decision: Don't pursue it unless parents ask for it (lack of support and interest made this unappealing for us to host).
- Parents may provide additional feedback about Supporting Positive Student Behaviours at SAM to Dawn Rothwell or Jayson Loewen (sc-chair.sam@spschools.org).

Previous Actions

- None outstanding.

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

Dawn Rothwell
Kim Philips
Clayton Wowk
Laura Bergeron

Jayson Loewen
Darla Loewen
Amy Andreychuk
Melissa Wojcichowsky
Courtney Iezzi
Brandy Bolduc
Shelby Anderson
Celeste Fowler
Stephanie Ladouceur
Stephanie Morris
Megan Sillito
Marla Lewis
Jazzie Buller
Stacey Addison
Leanna Vanderwekken
Devin Lacombe
Courtney Meier

2.0 MINUTES

2.1 Previous School Council Meeting Minutes:

“Recommend the minutes of the previous School Council Meeting ([May 20, 2025](#)) be approved as circulated.”

- Approved

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 Review the [School Council Resource Guide](#)

- Role of School Council (p. 3)
 - Discussed the possibility of having an online option for attending the meetings. Some parents expressed interest for occasions when they could not attend in person. We had few online participants last year. The October session will be an in-person engagement workshop for which we agreed to forego an online option. Clayton Wowk will investigate the hardware available to host a hybrid meeting.
- Advising the Principal (p. 4)
- Advocacy (advising the minister of education)

- In 2025, the SAM School council sent a letter to the Minister of Education expressing concern about the provincially-mandated literacy and numeracy screening assessments. We received a reply. That advocacy seemed like a useful alternative to complaints and concerns.
- Alberta Education surveyed teachers in the spring who were involved in literacy and numeracy assessments. The survey was multiple choice without space for long form responses, but it seemed good that they at least tried.
- The timing of the literacy and numeracy assessments were moved one week later in the fall this year. That is a slight improvement and the teachers are making the best of the assessment, but some aspects can be discouraging to students, like the numeracy assessment being well above grade level.
- A letter was sent home for parents about the assessments, including a note about how parents can opt a student out of the testing.
- Opting out does not affect funding. The priority for you should be what is right for your kid.
- Responsibilities (p. 5)
- Education Planning (p. 8)
- Executive - Chair, Vice Chair, Secretary, COSC Rep (p. 12-13)
 - Part of the secretary's role in the way we have been running is to send notes to attendees one or two days after the meeting. We have been giving one week for feedback about the minutes, then approving by email.
 - All teachers have an open invitation to attend school council meetings.
- Code of Ethics and Conduct (p. 19)

3.3 Review roles and responsibilities of school councils, principals, teachers and school board representative:

- **School Council:** May advise the principal and the board respecting any matter relating to the school. May not discuss specific students or staff and legal matters. Must keep informed of relevant school and school division policies, hold meetings throughout the year, record meeting minutes, distribute meeting minutes, and ensure regular communications with the whole school community.
- **Principal:** Must promote cooperation between the school and community, support the chair in running efficient school council meetings, provide contextual information relating to the school, and seek input from the school council, parents, and community on major decisions that affect the school.
- **Teacher:** Must promote a collaborative model of decision-making, share professional knowledge, share school council activities and information with other staff, and represent the teachers' perspective.
- **School board representative:** Must share professional knowledge, and expertise, communicate information of interest to the school council, and share information from the school council meetings with the board when applicable.

3.4 Share access to School Council meeting minutes: [SAM Website](#).

3.5 2025/26 School Council Calendar (*as discussed in May 2025*)

- Tues, Sept. 16, 2025

- *AGM & elections*
- Tues, Oct 21 @6pm
 - *Education Plan - reflection & feedback*
- Tues, Nov 18 @ 7pm
 - *School Reports & Discussion Items*
- Tues, Jan. 21, 2025
 - *Education Plan - final document & presentation (for information)*
- Tues, Feb 17 @ 7pm
 - *School Reports & Discussion Items*
- Tues, March 17 @ 6pm
 - *Provincial Standardized Exams: Results & Discussions*
- Tues, April 21 @7pm
 - *2026/7 Draft SAM School Calendar (for feedback)*
- Tues, May 26 @6pm
 - *School Reports & Planning for 2026/27*

Discussed additional topics for the year, possible school community engagement sessions, and ways to spend the ASCA grant:

- Student version of Saffron Centre presentation. Can we use the ASCA grant? If not, could fundraising pay for it?
- Review proposed new school fees for 2026/27 (possibly in March like in 2025)
- Review the school budget
- Joy in learning: what parents can do to help students rediscover or keep a joy of learning.
- Jonathan Haidt speaker or video about The Anxious Generation
- online safety in schools (e.g. Cyberworld presentation from Saffron Centre) in first half of school year
- an evening workshop to help parents set up their children's phones with parental controls
 - Last year, this idea lacked support from people with expertise in parental controls. Recommended not pursuing this unless parents strongly ask for it.
- encouraging positive behaviour in schools (sometime near the start of the school year)

Jayson will email the attendees a list of ideas for presentations, especially ones eligible for the ASCA grant.

3.6 Elections:

- Chair: Jayson Loewen
- Vice Chair: Celeste Fowler
- Secretary: Stephanie Ladouceur, Amy Andreychuk
- COSC Rep: Stephanie Ladouceur
- Communications Specialists (including moderate the online option for school council meetings): Devin Lacombe

4.0 SCHOOL REPORT

4.1 School Report:

School Update

- New Staff: Apryl Grant, Caileigh Demuynck, Madison MacKay, Celine Sheppard

- Comparing overall staffing from last year to this year, we have almost exactly the same full-time equivalent teachers as last year, but distributed among grades differently.
- We had a significant shift in support staff from 17 to 12.5. The Federal government has not (yet) given any support funding to St. Albert Public Schools for Jordan's Principle applications. The support staff explored different ways to support classes like a "buddy classroom", where an EA will move to another class when the primary class is ok and doing something like DPA.
- Enrollment
 - Grade two classes have 28 and 29 students—we want to get a support staff person to help.
 - Division two has larger class sizes. We chose to have higher class sizes in division two instead of division one, and looked at other ways to support division two classrooms.
 - Number of students in each class:
 - Kindergarten: 24, 18, 14
 - Grade 1: 24, 25, 24
 - Grade 2: 28, 29
 - Grade 3: 23, 23, 23
 - Grade 4: 30, 29
 - Grade 5: 32, 31
 - Grade 6: 29, 30
 - Grade 4/5 ACE: 21
 - Grade 5/6 ACE: 21
 - 478 students

Material to review in preparation for the October education plan feedback workshop:

- [Division Foundation Statement](#)
 - SAPS - [Our Purpose, Our Principles, Our Practices](#)
 - SAPS - [Four year Education Plan](#)
- SAM School Education Plan & [Gathering Feedback](#)

4.2 Division Policy Review

- [Policy Review Process & Schedule](#)
- [Division Policy Manual](#)

5.0 TRUSTEE REPORT

- 5.1 Trustee Liaison for SAM 2025/26 will be announced after the trustee elections in October

6.0 OTHER COUNCIL BUSINESS

6.1 Correspondence

- Suggestion from a parent: Host next year's Meet the Teacher night before school starts, prior to Labour Day. Parents could bring school supplies to the school, meet the teachers,

and relieve some anxiety of the first day. Ronald Harvey, Catholic school division, and some other schools do that.

- The idea received support from some parents at the meeting. Benefits seemed to include a more relaxed environment to get students introduced to a classroom and having parental help arranging school supplies in the classroom.
- Other participants in the meeting described some benefits of the BBQ night the school had for the past few years. Attendance at those events has been very high. We saw enthusiasm from students who felt a sense of belonging and ownership when showing the school to their parents. Some families are still on vacation prior to Labour Day, so it may not work for all families to have a meet the teacher night prior to the first day of school. Some parents expressed appreciation that school started after Labour Day.

6.2 COSC: meeting dates to be determined

7.0 FUTURE MEETING DATES

7.1 Schedule future meeting dates:

- Tues, Oct 21 @6pm
- Tues, Nov 18 @ 7pm
- Tues, Jan 20 @6pm
- Tues, Feb 17 @ 7pm
- Tues, March 17 @ 6pm
- Tues, April 21 @7pm
- Tues, May 26 @6pm

8.0 ADJOURNMENT

8:25pm