

## Dr. Plaxton Elementary School Council Minutes

1. Day: November 17th, 2021

Time: 6:30pm

Location: Dr. Paxton Elementary Office and Microsoft Teams

Regular meeting was called to order by Jan Davies (Chair)

2. Welcome and Introductions: Jan Davies (Chair) welcomed everyone to the meeting. Introductions were made.

3. Attendance:

Dr. Plaxton Office:

Erin Hurkett

Jan Davies

Caylee Low

Microsoft Teams:

Andy Tyslau

Christine Lee

Fuller

Kristy Walker

Lara Jensen

Evelyn Murakami

Jennie Low

Jennifer Gordon

McFarland

Hallie Leavitt

4. Approval of Agenda: Motion: Caylee Low Second: Evelyn Murakami

5. Approval of Minutes: Motion: Hallie Leavitt Second: Jennifer Gordon

Changes made? *Jamie Walburger (District Chair) added information about the grant from Alberta Ed towards ASCA presentations/ learning sessions.*

*\$500 from Alberta Ed and \$250 from our board/divisions. So \$750 total that we can stretch by pooling with other school councils.*

6. Treasurer Report: Hallie Leavitt

- Looked into School Council bank account

- ASCA encouraging school council not to have own account...best to use a fundraising society account or School Generated Funds account (SGF)

- Discussion:

Should we create a school council bank account? Stay with the GSF or create a fundraising society account?

Christine Lee- Purpose of society account is for larger grants and big fundraisers. Small fundraising such as hot lunch can go to the SGF's account.

Motion put forward to use the SGF as council bank account until fundraising society is established.

Motion: Hallie Leavitt Second: Evelyn Murakami

7. Chair Report: (Jan Davies) School Council Email account is now set up...

- [Plaxtonschoolcouncil@gmail.com](mailto:Plaxtonschoolcouncil@gmail.com)
- Please use if you have any concerns or comments
- Email principal as well
- Remember to contact teachers first when communicating concerns

8. Admin Report: (Erin Hurkett) School Wide Events:

- Halloween parade (virtual)
- Remembrance Day Ceremony
- Grade 4 Coral performance
- Kindergarten Parent/teacher interviews
- Individual support plan meetings
- Extracurricular- Grade 5 Volleyball (50 students)
- Literacy & Numeracy intervention starts next week
- Assessments early Fall
- Some students will receive intervention- “Boost Intervention Program”
- November 26th Report Cards through powerschool
- December Festive Season
- Carolling December 14th in Community (St. Teresa and Fairmont Extendicare) with hot chocolate and candy canes to follow...need parent help.
- Winter Wonderland Celebration in lieu of Christmas concert
- Art Gallery in school will be set up for a week
- Festive Days 13th-17th
- Andy Tyslau - Grade 4 3D printing club twice a week

9. District Report- (Jamie Walburger)

- Sign up for division updates and emails...If you want to be involved and have input on policy
- This way you can communicate with the board and participate in surveys.
- Working on removing names from surveys and making them a standard style
- ASCA: Schools may want to combine councils to do learning sessions
- Grant from Alberta Ed towards ASCA presentations/ learning sessions. \$500 from Alberta Ed and \$250 from our board/divisions. So \$750 total that we can stretch by pooling with other school councils.
- First Monday of the month meetings
- Everyone welcome
- Literacy focus in division
- Diploma exams weighted 10%

10. Teacher Report: (Kristy Walker)

- Multiple grades collaboration time is very positive
- Teachers sift through resources and share ideas

11. Committee Report:

Hot Lunch: (Jennie Low)

- First hot lunch went great
- Subway very organized
- Angela gets report ready & receipts
- \$227 profit
- Next hot lunch dec 14th Dairy Queen
- Committee meeting to plan rest of the year
- 2x a month?

12. Old Business- None

13. New Business- (Erin Hurkett)

13.1: Dr. Plaxton's Assurance Plan 2021/2022

- Obligated to share with council
- See link on school website under "Philosophy"

13.2: School Vision: Want parental input

- Discussed school values
- Asked questions:

1. What do we value for students?

2. What do we value for staff?

3. What do we value for parents & Community at Dr. Plaxton?

Breakout room discussions:

- Quality education
- Literacy
- Safety
- Fun positive environment
- Emotional wellness
- Sense of community
- Respect each other
- Growth and learning with parents
- Excellence for each individual child
- Teaching effort and hard work
- Clear communication, partnership and collaboration
- Good relationships between parents and staff...no burnout
- Staff skilled and trained with resources

13.3: School Spirit: (Jan Davies) Festive Season Ideas

- Dec 14th Carolling in community
- Same day as hot lunch...switch to the next day?
- Erin will talk to Festivities committee and then touch base with Jennie Low
- Candy canes and hot chocolate for the students. Money will come out of SGF
- Discussion if school ok to set up Christmas tree?

- Erin Hurkett response- School planning to put up wreaths and garland and have Winter Wonderland Gallery of student art work. Not sure how division feels about Christmas trees.
  - Parent discussion...could many traditions be represented and include a Christmas tree?
  - Opinions shared in support and opinions shared opposed
  - Discussion TABLED for next year
  - Another way to celebrate the season is giving back...collecting food bank items, giving donations to seniors, cards for seniors, socks for seniors
  - Plaxton is participating in the Angel Tree Christmas campaign
- 13.4: Plaxton Elementary operating procedures...for school councils
- The Board is working on this. See ASCA resource guide  
<https://www.albertaschoolcouncils.ca/public/download/files/191114>  
[www.albertaschoolcouncils.ca](https://www.albertaschoolcouncils.ca)
- 13.5: Fundraising for school Council- TABLED until January 2022
14. Future Meeting dates: January 19, Feb- Town Hall, March 16, April 13, May 18, June 15  
No meeting in December

15. Meeting was adjourned at 8:06  
Motion: Caylee Low Second: Jennie Low

Notes prepared by Caylee Low (Secretary)