

PARENT COUNCIL OF RIVER HEIGHTS ELEMENTARY SCHOOL
MEETING MINUTES
SEPTEMBER 18, 2024 @ 7:00 pm

Attendance: Karla Tweten, Nicole Sehn, Wendy Weiss, Diane Cartier, Heather O'Reilly, Amanda Hobson, Dayna Maloy, Brielle Schmolke, Tara Betts, Ahmed Hasan, Jamie Swain, Rick Massini, Ashley Spitz, Jessica Schutte, Lena Dere-Gillespie

1. Call to Order: The meeting was called to order at 7:06 pm by Karla Tweten.
2. Treaty Land Acknowledgement: The admin team will be working with students to create land acknowledgements. We will start next month reading these aloud.
3. Approval of Minutes - Jessica made a motion to adopt the Parent Council (PC) minutes from the meeting held on May 15, 2024. The motion was seconded by Nicole. Minutes adopted as distributed. Quorum verified.
4. Reports from school and council:
 - a. School Administration Team - Wendy Weiss and Diane Cartier
 - i. Land Acknowledgements - Primary teachers will be working directly with their students to create land acknowledgements. Grades 4-6 will be developing the same within their pursuit programs. The admin team has been asked to video tape the land acknowledgements, when complete, for playback at SD76 meetings around the city. Very exciting!
 - ii. Music Program - Trent Roset will begin working with students on October 4th.
 - iii. Academy and Pursuits Programs - These programs have both begun and run concurrently on Tuesday and Thursday afternoons. The pursuits programs include: Fine Arts, Performing Arts, STEM, Culinary Arts, Multi-Sports and Courageous Minds where students focus on critical thinking challenges, team building, grit and growth mindset. These programs are all brand new and growing and developing. With mixed grades and kids out of their comfort zones, there was a pivot to introduce ice breakers and foster new connections. Overall, the kids are excited! Community support will be so important for these programs. Everything is expensive and unfunded. We are working to establish community partnerships, i.e. Save On Foods for culinary arts. Lauren Thomson is our resident pottery expert. The school has its own kiln and is looking at getting it up and running and establishing a partnership with Medalta. There are lots of wonderful things coming, including a mixed media presenter. The one piece of parent feedback about the pursuits is better communication or an agenda so the students are better aware of the goals for each individual pursuit over the course of the program.
 - iv. School Pictures - Pictures have been rescheduled for Monday, October 7.
 - v. Student-Led Conferences - These are scheduled for October 23 & 24. This will give parents, teachers and students the opportunity to meet

earlier in the year to discuss any potential concerns and goal setting. This will allow for really good connection pieces throughout the year instead of waiting until the end of the year. The book fair will also be available during student-led conferences. More information will be forthcoming.

- vi. Buses - The cost of bussing for field trips has increased and is approximately \$180 per trip. The city bus may provide a lower cost option for some field trips. The admin team is very grateful to the PC/RHSCA for field the trip funds. It has allowed students to enjoy authentic experiences within the community.
- b. Co-Chairs - Karla Tweten and Heather O'Reilly
 - i. Purpose and Role of Parent Council vs. Fundraising Association - School councils and fundraising associations provide two separate and distinct contexts for parent and community involvement in the school.
 - 1. School councils provide a means for parents and community to work together with administration, staff and students to promote the well-being and overall effectiveness of the school community. The main role is advisory. School council has no legal authority, but is bound by a set of operating guidelines administered by a Chair(s). Parents are automatically members and parent council advises the principal.
 - 2. Fundraising associations provide a means for parents and community members to provide additional financial resources and support to the school. Their main role is fundraising. It is a legal entity and is bound by a set of bylaws administered by a President and Vice-President. A membership form must be completed to participate and the school principal advises the society.
 - 3. Members who serve on a school council can also serve on a fundraising association, and vice versa, unless the operating procedures/bylaws of either organization prohibit it. Fundraising associations are responsible for reporting on their activities and fall within the statutes of the Societies Act, Alberta Corporate Registry and Alberta Gaming and Liquor Commission, depending on the group's fundraising activities.
 - ii. Division Council of Council Meeting - The next meeting is scheduled for October. School councils from elementary, junior high, senior high and the online Hub, along with representatives of the school district, meet every two months, twice virtually and twice in person. They are presented with information from Alberta Education and the district and provided opportunities to discuss items that impact each level of education throughout the city. Meeting dates will be posted to the RH PC website. See the link below for past and current agenda and/or meeting minutes: <https://www.mhpsd.ca/division-council-of-school-councils>

- iii. Annual School Council Report - This report is required by the SD76 school division and is due by September 30th. It is a summary of activities carried out by the council over the course of the year and was reviewed at the AGM in June.
- 5. Report from committees and council representatives:
 - a. RHSCA
 - i. Membership - Forms were distributed and must be completed on a yearly basis to become voting member of the fundraising association.
 - ii. Fundraising
 - 1. 50/50 Draw - The RHSCA is running its first 50/50 draw that will directly support the Pursuits Programs and is inline with the association's use of proceeds for AGLC funds. The raffle will be open until October 30th with the draw made on the 31st. The link to the raffle page is both on Edsby and the PC Facebook page. Diane will also repost to the RH Facebook page. Jamie offered to make QR Code posters for that will be accessible during Student-Led conferences. A huge thank you to Karla for putting the raffle together!
 - 2. Kernels - This fundraiser will be our first on Munch-a-Lunch. We are hoping to run the same through October or November.
 - 3. Papa John's - This is a soft fundraiser and will be available once per month throughout the year.
 - 4. Suggestions for Fundraisers - Annegrets Chocolates (local) and Sweet Tooth (Brooks) were given as possible fundraising options.
 - iii. Hot Lunch - Nicole Sehn and Jamie Swain
 - 1. Upcoming Dates
 - a. September 19 - Pizza 73 (1st hot lunch of the year)
 - b. September 27 - Sobeys
 - 2. Munch-a-Lunch - Effective for the 2024-2025 school year, the RHSCA has switched from School Cash Online to the Munch-a-Lunch platform for both hot lunch orders and fundraising.
 - a. Munch-a-Lunch - the program is working well so far and those ordering are appreciating the reminders that are automatic with the program!
 - b. Donate-a-Lunch Option - There have already been a few donations. However, we will look at changing this to a donation to the nutrition program going forward. It is almost impossible to track for individual lunch orders.
 - c. Within the program, there is a place for volunteers to sign up to support distribution of hot lunch.

- d. In the short term, the hot lunch team will follow up with people whose orders are in the cart, but left unpaid. Items left unpaid in the cart automatically expire after 30 minutes.
 - 3. The hot lunch team is always looking for volunteers. Please sign up through Munch-a-Lunch or through the PC Facebook page. This year, hot lunch items will be dispensed from the canteen in the gym instead of being delivered directly to classrooms. Distribution will be made to Kindergarten, then grades 4-6 and finally, grades 1-3.
 - 4. Argos - They have switched from tin foil to cardboard for packaging items. The team is looking at the purchase of insulated bags to keep items warm until distribution. Argos will fill the bags and then deliver. We have the option to set up two delivery times if we find that might work better. The fridge in the kitchen is available for storage of cold items.
 - b. Halloween Dance - The dance has been scheduled for Friday, October 25th from 6:00 pm - 8:00 pm. Heather, Dayna, Caitlyn, Jessica, and Lena will work together to organize the event. The admin team will organize teachers and students to create and hang decorations in the gym. It was requested that decorations be organized by class so it is easier for students to find their creations! One of the team will reach out to Kim McDowell, in the hopes of recruiting college student volunteers to help with the night of the event. We will continue with the We Scare Hunger partnership and ask for food donations at the door.
 - c. Winter Village - Scheduled for Thursday, December 12th from 6:00 pm - 8:00 pm. We are hoping to have our first planning in October and will run a similar format to last year.
6. New Business
- a. Next Meeting- In-Person Meeting (Staff Room):
 - i. Wednesday, October 16, 2024 @ 7:00 pm
 - ii. Wednesday, November 20, 2024 @ 7:00 pm
 - iii. December 2024 - No Meeting
 - iv. Wednesday, January 22, 2025 @ 7:00 pm
 - v. Wednesday, February 26, 2025 @ 7:00 pm
 - vi. Wednesday, March 19, 2025 @ 7:00 pm
 - vii. Wednesday, April 16, 2025 @ 7:00 pm
 - viii. Wednesday, May 21, 2025 @ 7:00 pm
 - ix. Wednesday, June 11, 2025 @ 7:00 pm - AGM
7. Meeting Adjournment - The meeting was adjourned at 7:56 pm.