

## OLYMPIC HEIGHTS SCHOOL COUNCIL & PARENTS ASSOCIATION

Meeting Agenda: Sept 18, 2025

Hybrid meeting - Join in person in the Olympic Heights Learning Commons or via Zoom:  
<https://us06web.zoom.us/j/82783721618?pwd=p0JI4bUdGLTd0y1O3OwVx4tn7y9vON.1>

Meeting ID: 827 8372 1618

Passcode: 962394

Attendees: Candace Van Acker, Katrina Ducs, Kristina Jumaquio, Jennifer Chow, Michelle McMullen  
Leah Makin, Sarah Dietrich, Sylvia Orton, Jessica Wilsher, Michelle Herbst, Laura Osadetz, Krista  
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6:30pm	<b>Welcome</b> ( <i>Chair, Michelle McMullen</i> ) <ol style="list-style-type: none"><li><b>1. Introductions</b></li><li><b>2. Agenda Approval</b> – Approved by Michells Herbst, second by Laura Osadetz</li><li><b>3. Previous Meeting Minutes Approval</b> – Approved by Michelle Herbst, second by Katrina Ducs Link: <a href="#">June 2025</a></li></ol>	<b>5 Min</b>
6:35pm	<b>School Business &amp; Administration Report</b> ( <i>Principal Trevor Barkley, Assistant Principal Kaushik Tailor</i> ) <ol style="list-style-type: none"><li>1. Learning Leader presentation. There is a new theme this year based on a book title "I am Connected". This encompasses connection to self, others and land and also connects well to our pillars of care. Teachers are currently completing assessments. The assessments for grades 1,2 and 3 are government mandated and include spelling and reading assessment (1 minute of timed reading with each child). This assesses how much they read and how much they understand. This process helps teachers group students for learning based on skill and know who needs to work on different areas. It also helps with creating centres and forming reading groups in the classroom. The government data tracks how students are doing across the province and is used to determine if more support staff is needed. They also do numeracy assessments. The assessments are completed again in January and March to see if there is improvement. Division 2 assessments are not government mandated but they still complete them. They are based on a reading assessment decision tree – reading, vocabulary and spelling. This helps determine which kids need extra help. The focus is on spelling patterns rather than specific words or memorization. There is also a reading comprehension component – read independently for 3 minutes and see how far they get, as well as some sentences where you select the appropriate words to use from a list. This is used as an entry screener – it gives an overview of skills the students should have. Teachers don't expect them to remember everything but if the whole class doesn't know a topic the teacher knows what areas need more review. This gives a sense of the knowledge kids are coming into the year with. Parents don't receive the results. This is used as a screening tool only, but</li></ol>	<b>45 Min</b>

teachers can provide feedback if the teacher thinks extra practice is needed for your student. **Funding request** – Grade 6 – Open Mind field trip – applied last year as it is very popular and hard to get into. It is a 5 day field trip, and half of the cost is covered by Open Minds. Our cost is \$1,500 per class, which comes to about \$75 per student and includes bussing. Outdoor school is quite expensive already so we don't want to ask parents for the whole amount. Asking for up to \$1,500 to bring the cost down to \$50 per student. This program is very hard to get into and OHS doesn't do it every year. Council agreed to spend up to \$2,000 - motion to approve by Michelle Herbst, seconded by Leah Makin

2. Start up news –
  - It was a fairly smooth start to the school year. Teachers met students outside for the first 2 days. Next year, we'll only do it for the first 1 day since it went well.
  - Everyone is still adjusting to the new school hours and new bell times. Afternoons are rough – kids are getting tired around 3:15 and Friday's feel long.
  - There was a change in system calendar – impact is removal of Friday non instructional day that was previously used for teacher conferences. As a result, OHS is doing an open house instead – communication has been sent.
  - Main communication for the year will be through school messenger and emails that go out every Friday. If you have issues or concerns speak to your child's teacher first, if it is not resolved speak to Trevor. If still not resolved you can reach out to the area representative.
3. School planning – planned and staffed for 495 kids. Last year, enrollment started at 515 students and ended at 517. This year, we projected 493 students and the current enrollment is 479. Bondar and Battalion enrollment is also lower than expected. We are still the overflow school for West Springs. Trevor asked West Spring not to call kids back to their school since our numbers are lower. Have a deficit because of this lower attendance. We have some carry over budget from last year and believe we can run the school at a lower amount than given. Hoping to not reduce any staff at this point. As long as more kids don't leave by the end of the month we are hopeful that this will be the case.
4. School resource allocations/enrolment/staff planning – Currently have good class sizes. Average class size per grade: Kindergarten – 17, Grade 1 – 21.5, Grade 2 and 3 – 22.5, Grade 4 – 24 or 25, Grade 5-23, Grade 6 – 21. The Assistant Principal now has his own kindergarten class as a cost savings measure. New PE teacher this year (0.8). Ms Tran is still teaching music. If more kids leave OHS, they will have to end contract teachers' contracts early (currently have 2 of them) and change Grade 6 to two large classes rather than 3 small ones. We also have 2 full time education assistants and a morning assistant. There are some new kids that have some complex needs but we don't have resourcing for them. Staff might need to be flexible and adjust as needed.
5. Resource process – currently doing class reviews where Trevor spends 20 minutes with each teacher and they go through each student to identify areas of need to determine where education assistants need

	<p>to go. There is also constant communication with the area strategist- she was at the school today. The overall goal is inclusion.</p> <p>6. Information updates.</p> <ul style="list-style-type: none"> <li>- Recognize there is uncertainty about the potential teacher strike. No updates to provide.</li> <li>- Student Voice happening again this year. Usually try to do it on the same day as the council meeting and this will be starting in October.</li> <li>- Sept 25 - Open House and book fair.</li> <li>- Terry Fox Run is also Sept 25 - will need volunteers. Kindergarten will do their own event. This will happen rain or shine.</li> <li>- Orange Shirt Day is Sept 26. Working with Elder Hal again this year. He will come 3 times throughout the year.</li> <li>- Nov 27-28 - first conferences, with the second ones on March 19-20.</li> <li>- Volunteer opportunities – library, Terry Fox Run, field trips, in classroom (teacher dependent and often need more help in lower grades).</li> <li>- Seasonal challenges – wasp nest by the school (have had a few stings), reminder no dogs on school grounds, parking lot safety and kissing and drop safety.</li> <li>- Swimming costs are going up this year – just a heads up for now.</li> <li>- Construction has made progress – modular buildings are gone and cement was poured but fencing is still up. Expect it all to be completed by mid October including fencing removed. They will be adding steps into the yard from the building.</li> </ul> <p>7. Q&amp;A – Q - Does staff want the council to provide supper on the night of open house? A – that would be great if we could. Typically provide supper when have conferences and this is the replacement.  Q - Do we want to do an ice cream social again this year? A - Probably not because we have the open house this year.  Q- Do we get refunds for field trips if there is a strike? A- might depend on the trip.  Q: Empty alcohol, lighters, cigarettes found on tables by the playground before school last week- what is in place to keep kids safe?  A – caretakers should be checking school grounds every morning.</p>	
7:20pm	<p><b>OHSPA Updates - Committee Reports - (Team Leads / Representatives)</b></p> <ol style="list-style-type: none"> <li>1. <b>Chair Updates</b> (Michelle McMullen) – have 2 open roles - key communicator and vice chair if anyone is interested. Good to see new faces at the meeting and new members.</li> <li>2. <b>Treasurer Update</b> (Katrina Ducs) – reviewed last year's actuals and budget update for this year. Motion to approve Michelle Herbst, seconded by Laura Osadetz. Katrina was able to file the GST return and we are getting money back.</li> <li>3. <b>Special Events Update / Apparel Updates</b> (Laura Osadetz, Alannah Turcott) <ol style="list-style-type: none"> <li>a. Ice Cream Social – not going to do this in the fall. Possibly look at doing it later in the year.</li> </ol> </li> </ol>	<b>40 Min</b>

	<p>b. Halloween Dance – DJ booked. Will have chips, glow sticks, colouring table and ring toss and other games. No drinks will be provided. Students can bring water bottles or use the water fountain. Should we do a sensory guessing game? No, as we think it's too messy. Will had a game to guess how many candy corn are in a jar and win a prize for closest guess. Should we set up a council table again? No, it would be better to do it at the Open House. We will need volunteers for the dance. Taking place on October 23<sup>rd</sup>.</p> <p>c. Apparel Store – sale is on now until Sept 28. Email has been sent – and will include a reminder in this Friday’s email again. Not set up as a fundraiser this year.</p> <p>4. <b>Fundraising and Casino</b> (Jane Radiff) –</p> <ul style="list-style-type: none"> <li>- half full for casino volunteers.</li> <li>- Apple sales are slow – will send a reminder in Friday email.</li> <li>- Last year 50/50 winner donated half back.</li> </ul> <p>5. <b>Playground Fundraising Updates</b> (Michelle McMullen, Alannah Turcott)</p> <p>a. Grant applications – KJ Street has been great. Have 3 grant applications submitted (\$10K, \$10K, \$125K) with another being submitted soon (\$50K). Hoping to have funding and start construction in June. We do have 2 quotes and are working on getting a third. Must show that we are actively fundraising for the grant applications.</p> <p>b. Bottle Drive &amp; Skip the Depot Promotion - this coming Sunday 10-1 at the SCA community centre.</p> <p>6. <b>Kiss &amp; Drop</b> (Michelle Herbst)- off to a good start. Lots of volunteers left but we have a few new ones. Going good so far.</p> <p>7. <b>Fun Lunch</b> (Michelle Herbst) – decided to lower costs this year to make it more accessible to all families. 10 snacks and 10 lunches throughout the year. We will take a break for Ramadan again. Working with the office to identify kids that might need financial support for this. Kernels popcorn next week. The next one is Oct 18 – if the strike is still ongoing we will be able to cancel and get a refund or Healthy Hunger credit.</p> <p>8. <b>Volunteering</b> (Liana Phoenix)</p> <p>9. <b>Communications</b> (Leah Halewich, Susan McInnis) – working on a graphic to show progress on playground fundraising so kids can track progress and see it visually in the school.</p>	
8:00pm	<p><b>Meeting Dates for 2025-26.</b> Propose the same cadence as last year. Approximately the third Thursday of each month, with no meetings in December or March. The next meeting is October 16.</p> <p>Meeting dates:  October 16  November 20</p>	<b>10 Min</b>

	January 15 February 19 April 16 May 14 June 11	
8:10pm	<b>Adjourn @ 8:16</b> approved by Leah Makin, seconded by Katrina Ducs	