

Olympic Heights School Council & Parents Association Meeting
Thursday, May 18, 2023 - 6:30pm
Olympic Heights School

MINUTES

Attendance: Principal Trevor Barkley; Assistant Principal Adam Eakins; Grade 2 Teaching Team: Hayley Bremner and Victoria Jacobson; Co-Chairs, Diane Perry & Monique Morin; Tori Wright, Secretary; Anita Roncin, Treasurer; Council Representatives, Jane Radiff, Laura Osadetz, Leslie Hall, Shannon Gillett, and six additional parents and community members.

1. Welcome and Introduction (Monique Morin - Chairperson)

- I. Call to Order** - The meeting was called to order by Monique Morin at 6:31 p.m.
- II. Agenda Confirmation - Motion** to approve the agenda made by Diane Perry. Seconded by Tori Wright. CARRIED.
- III. Minutes Approval - Motion** to approve the January minutes made by Monique Morin, seconded by Tori Wright. CARRIED.

2. School Business & Administration Report (Principal Barkley, Assistant Principal Eakins)

- I. Grade 2 presentation** - A student video and presentation was provided by the grade 2 teaching team.
- II. School updates**
 - i. Staffing**
 - The spring resource allocation planning and projections for next year are currently 23.1 FTE teachers and 6.5 FTE support staff (includes librarian, secretaries, educational assistants (2 @ 30 hour and 1 @ 15 hour ed assistants), 6 lunch room staff and a lead lunch supervisor. Configurations currently look as though we can maintain straight grades and Kindergarten would have a third classroom added in the morning.
 - Grade 5 projection is currently high to start at 29 students per class.
 - Classes, teaching assignments and class lists are still TBD.
 - The planning request form is currently out for parents to complete.
 - As a school we are maintaining our existing learning leaders, Ms. Peplinski, Ms. Riegert and Ms. McNeil.
 - 'The class' program has moved to a new location, to Queen Elizabeth School. Technically Ms Hassan would be allocated to

move with the program, however, work is under way to determine alternatives.

- Out of bound students are accepted on a year by year basis. We hope to keep all out of bounds students and will inform them end of May.
 - There are 3 probationary teachers. If there is still room for them they may continue.
 - Staffing will evolve at Olympic Heights.
- ii. **School Photos** – Fall and Spring – A survey is planned to get parent feedback on continuing to have 2 photo days or only one.
 - iii. **Yearbook** – sale ongoing.
 - iv. **Sports Day** - June 21 in combination with Indigenous People's Day – sports day will involve some Indigenous sports. Volunteers will be needed.
 - v. **Grade 6 Farewell** - Wednesday June 28 during the day. Ceremony, lunch ordered in and an activity afterward. May 31 is a planning day.
 - vi. **Outdoor school** next week assuming the smoke clears.
 - vii. **Downy Wenjack Fund** - We had the opportunity to put in an artist ambassador workshop encouraging reconciliation. Peatr Thomas from Winnipeg – we were one of 20 schools who won the opportunity. Peatr will join virtually this year.
 - viii. **School Calendar** for 2023/2024 which consolidates traditional and modified calendars is available on the website. Please note that school starts Aug 31. There is a new fall break Nov 9-14 2023. Winter break is Dec 23-Jan 7. June 27th is last day of school and is a half day.
 - ix. **School Hours** – School met with transportation and we were able to maintain our start time of 8:40 but end time adjusts slightly to 3:13.
 - x. **Seasonal Challenges** – With the warmer weather, there is more activity on school property after hours. There has been an increase in vandalism. The grating on roof was torn off. The large wooden bench from plant park was thrown out into the field. Yesterday we had a fire in the forest. Staff often find paraphernalia and empties there. We are requesting community vigilance. Call non-emergency police line if you see suspicious activity at the school. We don't have video cameras or surveillance.
 - xi. **Student Attire** – A reminder to support students in wearing appropriate clothing to school. While there is no dress code, we encourage students to make good choices and avoid revealing attire or clothing with offensive messages.
 - xii. **Playground Use** – For overall safety and security, a reminder that we discourage the use of the playground by non-students and the community during the school day.
 - xiii. **Communication Issues** – We've had some recent issues with emails not going through to all parents. We are looking into the issue in order to resolve.

- xiv. **Student Voice** – Students were challenged to share a single word about what OHS means to them. A word cloud was shared that highlights the warm and inclusive tone of the words students used to describe the school.
- xv. **Funding requests:**
- Snacks for provincial achievement tests - \$200
 - Ms Schoenberger has requested water for volunteers for sports day - \$20
 - Inukshuk for departing staff. These come from Canuck Amusement – Anita to look at \$1000 for school council gift for staff departures.
 - **Motion** to approve \$1,220 moved by Monique Morin and seconded by Leslie Hall.

III. Council Reports

- i. **About School & Parent Council** (Monique Morin) – Monique shared an overview of School and Parent Council.
- ii. **Nominations and Elections** for vacant positions (Monique Morin). Council nominated and confirmed the following executive positions:
- Chair – Tori Wright
 - Vice Chair – Sumantra Ghosh
 - Treasurer – Anita Roncin (re-confirmed in current role)
 - Secretary – Krista Leonty
 - Key Communicator – Sumantra Ghosh
 - All committee leads re-confirmed in roles. Communications Coordinator and Volunteer Coordinator remain open and will continue to be promoted next year.
- iii. **Parent Engagement Event** (Alannah Turcott) - Dr. Jody Carrington virtual presentation will take place May 25th. RSVPs at 33 – will continue to promote this week.
- iv. **Schools Helping Schools /Education Matters donation** – Tori Wright to look into the Education Matters fund next school year. In the meantime, we determined we will donate this year's \$500 allocation to Brown Bagging For Calgary's Kids (BB4CK).
- **Motion** to allocate funds to BB4CK in month of May to get matching moved by Monique Morin and seconded by Anita Roncin.
- v. Council Report Year-end Updates
- Treasurer (Anita Roncin)
 - Reviewed high-level budget. Fun Lunch raised approximately \$10,845; Apples raised approximately \$1,832
 - Fundraising (Shannon Gillett)

- **Apple Fundraiser** - **Motion** made to approve apple fundraiser for September moved by Jane Radiff, seconded by Monique Morin.
- **Skip The Depot** – Laura is currently the administrator. Discussed having the button added to our Parent Association website and promote on FB. Laura to request the cheque by end of year made out to Olympic Heights School Parent Association. Note – we can organize a school-wide ‘bottle drive’ next year potentially.
- **Special Events (Laura Osadetz)**
 - **Apparel** – Store is up. Huge thanks to Laura and Anita for working through the challenges. New vendor aligned for the fall.
 - **Movie Night** – Thanks to Mr. Barkley and Mr. Eakins for their support of the event. 327 people attended – it was a huge success and students and staff are asking when the next one is planned.
 - **Picnic In The Park** – Planned for Thursday June 15th – YYC Food Trucks to celebrate the end of the year. Leslie confirming any permitting requirements and working with admin to ensure processes for booking the field are managed. **Motion** to proceed with the event made by Leslie Hall and seconded by Laura Osadetz.
- **Kiss & Drop (Jane Radiff on behalf of Michelle Herbst)**
 - We are losing some volunteers this coming year. Promote volunteer opportunities in June and September.

3. **Next Meeting** – The next meeting will be held at OHS on September 14, 2023 at 6:30pm.

4. **Adjourned** – Meeting was adjourned by Monique Morin (seconded by Diane Perry at 8:45p.m.)

Notes prepared by Tori Wright, Secretary. _____ (Signature)

Approved by Monique Morin, Chair _____ (Signature)