

OLYMPIC HEIGHTS SCHOOL COUNCIL & PARENTS ASSOCIATION

Meeting Agenda: November 20, 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: Michelle Freadrich-McMullen, Candace Van Acker, Jane Radiff, Alannah Turcotte, Caitlin Clark, Leah Makin, Michelle Herbst

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| 6:30pm | Welcome (<i>Chair, Michelle McMullen</i>) 1. Introductions 2. Agenda Approval – approved by Alannah Turcotte, second by Jane Radiff 3. Previous Meeting Minutes Approval – approved by Alannah Turcotte, seconded by Michelle McMullen-Freadrich Link: September 2025 Minutes | 5 Min |
| 6:35pm | School Business & Administration Report (<i>Principal Trevor Barkley, Assistant Principal Kaushik Tailor</i>) <ol style="list-style-type: none">1. Grade 3 team presentation- Ms Thorpe, Ms Marshall, Ms Gill. Have a Wizard of Oz field trip next week. Thanks to the parents council for paying for buses to keep costs lower. Gave an overview of the literacy rotations they do in Grade 3. This happens the first 30 minutes of the day and helps with independence and calm in the morning. There are 6 different literary topics (spelling, comprehension, word work, etc) and each class is split into 5 groups based on reading ability. They use a program called Cars and Stars for comprehension, use IXL in one group and each group gets time with the teacher each week. When done students can go into Epic and either do free choice or read a book and take a quiz as assigned by the teacher. Each child has a library book and there are also books in each classroom.2. School updates/report<ol style="list-style-type: none">a. Positive return after strike break. Thank you to parents, council and students for showing their support and kindness.b. Celebrations – Remembrance Day – a touching service was pulled together with very little time to plan.c. Staffing/modulars/etc. – 481 students currently. The Sept 28 number was 479 which is the count they use for funding. Mr Tailor is teaching kindergarten to save funds for other areas.<ul style="list-style-type: none">- Currently, we have two Grade 2 teachers who are expecting and we will have 2 new teachers (temporary, contract staff) in January to replace them.- We have had a few times where we lacked substitutes and had to get creative to solve staffing challenges.- Had a change in the caretaker situation. The previous caretaker has moved on and the school has a new caretaker who began on Monday. Excited about this change.- Modular removal is mostly complete but still has temporary stairs that will be replaced with metal ones. The contractor is waiting on material. One Buzzer outside was removed during the | 45 Min |

project so it is sometimes hard to hear in the school yard. An electrician will be providing a new one.

- The plaza has been hosting room 23 (Grade 5 class) this week because the furnace in their room broke. Maintenance is currently working to get it fixed.

d. Photos – thanks to parents for their flexibility with the change of date. Proofs went home with students today. Last year, the school did a rainbow photo of the whole school and the school received the print for that this week. It's a great photo and will be hung in the school. They are looking to do something different this year – the photographer suggested a montage of individual photos to make a bigger photo of something that represents the school such as an Inukshuk.

- We are one of the only elementary schools that do a hard cover year book. Other schools do a soft cover, which is approximately \$4.50 less. Should we look at doing this too? Decided to change to soft cover and give it a try for a year or two. We can still feature student art on the covers.

e. Conferences – booking opened today. Dates are Nov 27 evening and Nov 28 morning. These can be in person or online. Typically they are 15 minutes each, but can be 30 minutes for some students if needed (students with IPP). Teachers could be a couple minutes late as some online meetings need to access an interpreter service which is often delayed. Students attend with you. Kindergarten conferences are available on Thursday evening only. The Parents Council will fund a staff dinner on Thursday evening, which is included in the budget already.

3. Christmas planning

a. Giving Tree – will replace the hampers we did in prior years. As a school we will sponsor 3 families. The families have been identified and we are waiting to hear back about 1 need and 1 wish for each family member. More details are to come. Some grades decided to do their own thing, such as Grade 1 is doing secret senior.

b. Firefighters event -

c. School events – spirit days will be held before the holidays – more details to come

d. Concert – Winter concert will be performed by Division 2 on December 11

4. GradeBook – report card update. Teaching teams continue to use power school to post assessment updates. There are assessment changes due to the strike. Nov 28 IPP deadlines (moved from October). Due to the labour action, the first report cards have been pushed to Feb 24 instead of January. The second IPP will be reviewed in February (instead of January). Currently, staff are focusing on re-connection with students after strike and want more time to gather assessment information.

5. Lockdown practice upcoming – scheduled for December 9 afternoon. Students are prepped in advance.

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| | <p>6. Student voice – meeting was today. The kids thought the return was better than expected and are happy to be back. Most thought it was a smooth transition. Kids are adjusting well and getting back into the routine. Suggestions from students– washrooms need repair, generally feeling connected (friends, teachers, routines), remind parents to sign up for conferences, they want a Christmas dance, but were told that this won't happen this year.</p> <p>7. School Council funding grant – received \$500 engagement grant. Will give the prepaid credit card to Michelle, who has to sign for it and will give it to Katrina (Treasurer).</p> <p>8. Funding requests (TBD) – 1) Lesson Pix software for visual graphics (replaces board maker which Council funded last year) - \$280. 2) Raz kids – reading software – want to use a new software this year (Reading eggs) has games to improve reading. Estimate that approx. 166-181 students will benefit from this tool and it's especially good for kids with IPP's. Works out to approx \$11 per user. Total cost \$1,800-\$2,000. 3) getting 131 new chrome books and want to request a new laptop cart. Cost still pending. Motion to approve up to \$2300 for Reading Eggs and up to \$300 for Lesson Pixs - approved by Michelle Herbst seconded by Leah Makin</p> <p>9. Q&A</p> | |
| 7:20pm | <p>OHSPA Updates - Committee Reports - (Team Leads / Representatives)</p> <ol style="list-style-type: none"> 1. Chair Updates (Michelle McMullen) – focusing on playground initiative at the moment. Still looking for 2 new people on Council (Vice Chair and Key Communicator roles). 2. Treasurer Update (Katrina Ducs) – presented by Michelle - year end financials completed. 3. Special Events Update / Apparel Updates (Laura Osadetz, Alannah Turcott) <ol style="list-style-type: none"> a. Bottle drive update – On Sept 20 a held bottle drive and lemonade stand in the SCA parking lot. Raised \$343 bottle drive and \$350 from the lemonade stand. Skip the Depot issued a cheque for \$872.95 as it included some funds from last year's fundraisers also. b. Potential Winter school dance and Movie Night – Jan 9 or Jan 23 can book SCA community centre. \$550 for the whole main floor however has a limit of 250 people which would be a problem. They would rather do a February dance. Will have to enquire about renting the school gym and there will be no school representation as mandated by ATA to not attend new initiatives. The decision was made to hold off on planning any new events for the time being. c. Learning Conferences - Teacher Dinner – right after school. Freshii has 50% off for teachers – will check into this as an option. 4. Fundraising and Casino (Jane Radiff) <ol style="list-style-type: none"> a. November casino – went great. Everyone showed up for their shift. Parents commented they had fun and learned a lot about casinos | 40 Min |

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| | <p>b. Apple Fundraiser – slower this year. Made \$841 and all apples were delivered from Jane’s garage over 3 days.</p> <p>5. Playground Fundraising Updates (Michelle McMullen)</p> <p>a. Grant applications – have all except 1 grant application submitted. Now we are waiting to hear back. Declined for Cenovus and CN Rail but still have several applications that haven’t heard back from yet.</p> <p>b. Next steps – this is a tremendous undertaking so would like to move forward the Park Foundation Calgary’s Project Support Program and they help manage the funds but need a separate account. No admin fee but they keep interest and GST.. They create a website that accepts corporate donations and offers tax receipts. They help manage the project and help with fundraising. Can also apply for another grant to upgrade sports equipment, if needed, once we have the account opened. Another option is Education Matters but they charge a 3.75% fee so prefer not to go this route. Motion to approve – Alannah Turcotte, seconded by Jane Radiff. Subject to review and approval by Treasurer (Katrina). We would like to increase communications to parents to increase engagement and build a donor strategy.</p> <p>6. Kiss & Drop (Michelle Herbst) – will send a reminder email in the next couple weeks as the weather gets colder. Get a lot of jay walkers and it’s a big safety concern. Suggestion - Can let the police know and they can come out and monitor.</p> <p>7. Fun Lunch (Michelle Herbst) – during strike moved one event and cancelled one. Had 4 events so far and made just over \$1,000. Only 1 student who we are funding. A&W is the next event on Dec 4</p> <p>8. Communications (Leah Makin, Susan McInnis) –Leah has created a document on how to enter volunteer time in Benevity to get employer matching for both financial donations and time volunteered. She will update notes for the school website.</p> <p>9. Q&A- Grade 6 outdoor school still going to happen. May 25 to 28 are the tentative dates. Tried to reduce it by a day but the camp is not interested.</p> | |
| 8:00pm | <p>Adjourn - Next meeting Thur. Jan. 22 @ 6:30PM</p> <p>Adjourned at 8:22. Motion to approve Michelle Herbst, seconded by Jane Radiff.</p> | |