

MINUTES OF THE EARL GREY SCHOOL COUNCIL MEETING
WEDNESDAY, SEPTEMBER 4th, 2024 AT 6:30 P.M. (MOUNTAIN TIME)
HELD AT 845 HILLCREST AVENUE S.W., CALGARY, ALBERTA

Member Attendees: Kristina Dalziel, Ken Beatty

Director Attendees: Britt Obuck, Elizabeth DaSilva, Lynn Tsutsumi, Lynn Krasey

Guests: Matthew Lowe (ex-officio Member), Sandi Metz

Apologies: Amy Marie Holland

Council Meeting

1. Call to order – Elizabeth DaSilva

Meeting was called to order at 6:40pm.

2. Acknowledgement of the Land – Sandi Metz

3. Review & approval of September 4th Meeting Minutes

Minutes from the 4th of September are on the website. Elizabeth approved minutes. Seconded by Matthew Lowe and all in favour.

4. Treasurer Updates:

- Ken Beatty was voted in last week as a member at large.
- Ken will be shadowing our current treasurer (Elizabeth (Liz) DaSilva) and they will be completing a financial audit in the coming weeks.
- If there are any parents interested in taking over the Treasurer position, please contact Matthew Lowe (Principal) or Parent Council. The volunteer taking over this position will ideally have a background in accounting or finance. If there are no interested candidates Ken Beatty will be taking over the Treasurer position.

5. Playground Committee Updates – Lindsay Huston & Katie Plintz

- The Earl Grey Playground has reached the end of its life cycle, and the Calgary Board of Education (CBE) has informed the school that the playground will be removed. Given this, funding is required to build a new playground.
- The playground committee has raised \$158,000 to date. Currently there is \$90,000 in the bank, \$25,000 being donated by Parent Counsel & 2 families that have provided pledges.
- The committee is applying for grant funding tomorrow (September 5th, 2024) and is hoping to receive \$175,000 worth of grant money.
- The committee still needs to raise \$150,000. Additional fundraising efforts will include reinitiating door knocking throughout the community of Mount Royal and casino night.

6. School Updates – Matthew Lowe

- Enrollment Updates & School Organization:
 - Feedback from teachers and parents about the first day of school has reflected that this year was the smoothest start up to date.

- There are currently 319 students attending the school from K to Grade 6.
- There has been an announcement on the news that there will likely be 11,000 new students arriving in Calgary this year. Given this, the Catholic and public school system is expecting more students to enroll in schools throughout the city over the course of the year. Specific to Earl Grey, our enrollment will likely increase to capacity (337 students) by the end of September-early October. The majority of these students will be coming from the Connaught School district. Earl Grey has the staff to support this influx of new students.
- Grade 4 is already at capacity for number of students/class. Other grades may see growth in their class sizes over the coming weeks. When Earl Grey hits capacity for students/class then additional students will move to Wildwood. There are no additional rooms to make additional classrooms at Earl Grey.
- Capacity of students/grade was outlined as follows:
 - Kindergarten: 23 students/class
 - Grade 1 & 2: 25 students/class
 - Grade 3 & 4: 26 students/class
 - Grade 5 & 6: 28 students/class
- Staffing Updates:
 - Mrs. Carissa Kozelj who will be teaching in our Learning and Literacy Program
 - Miss Katy Cotton our new music teacher
 - Ms. Candace Marks who will be teaching Division I
 - Ms. Shael Bourne who will be teaching Division I
- Use of Personal Mobile Devices 'Away for the Day':
 - For students in kindergarten to Grade 9, CBE will use **'away for the day'** guidelines similar to what many schools have been using in recent years. Personal mobile devices brought to school including cell phones, tablets, gaming devices, laptops, smart watches, Bluetooth speakers/headphones or any personal electronic device that can be used to communicate with or access the internet must be powered off or set in silent mode and stored out of sight in student backpacks or at the school office for the duration of the school day.
 - If a student is found to be using a personal mobile device in class without permission from the teacher, the CBE will work with the student to ensure the rules are understood. We rely on good communication and other existing processes to ensure students know what is expected. When necessary, schools will use a [progressive student discipline](#) approach in working with students.
 - These new rules will apply to all students, with exceptions for students using devices for health and medical needs, to support specialized learning needs and for educational purposes.
 - For students who require access to a personal mobile device for health and medical needs, it is advised that parents complete and submit a [Student Health Plan](#) as soon as possible and contact your child's teacher.
 - For students who require access to a personal mobile device to support an identified educational need, families should contact the school to discuss this

being included as an accommodation or support in the student's individual program plan (IPP).

- For English as an Additional Language Learners who require access to a personal mobile device, a new PMD Exception form will be approved by School Administration in conversation with parents/guardians.
- Also, aligned with the Ministerial Order, the CBE will restrict student access to all known social media platforms on the CBE network.
- This policy will be in place for the first day of school. However, it is set to be reviewed in December, 2024. At that time, any feedback from schools will be considered before the [Administrative Regulation](#) is finalized as of Jan. 1, 2025.
- Green Fools Residency:
 - Green Fools is a Calgary based theatre company (<https://greenfools.com/>) that will be doing a residency in September with a performance on Sept 20th, 2024.
 - The residency was made possible by funds raised by through the Parent Counsel.
- Meet the Teacher Night:
 - Will be held Thursday September 26th
 - Parent Council will have a table set up at "Meet the Teacher Night". Counsel is looking forward to connecting with school parents. Additionally, they are looking to recruit parents to become involved in the school. There are various Parent Counsel and volunteer roles available. There will be a QR code sign-up sheet for interested parents at the Parent Counsel table.
 - Counsel approved providing Blaze pizza for teachers on "Meet the Teacher Night" throughout the 2024/2025 school year. This will be funded through Parent Counsel.

7. Fundraising Updates:

- Bake Sale:
 - Parent counsel has found a coordinator for the bake sale (Libby Keyser).
- Fun Lunch:
 - Counsel reviewed "Fun Lunch" vendors from last year. Vendors were approved for this year based on partnerships that were successful last year. Vendors that will be included in the 2024/2025 school year are: Ms. Mary Brown's (to occur more than once), Boston Pizza & Papa John's. Vendors/events that will not be repeated in the 2024/2025 school year include: Chattime (due to issues with delivery and food quality upon arrival) & school BBQ (due to being too resource intensive).
 - "Fun Lunch" will be held 1x/month on the 3rd Thursday of every month. If there is no school on the 3rd Thursday of a particular month then it will be held on the 2nd Thursday of the month. A link will be sent out and interested parents can sign their children up this way.
 - Kindergarten students that are in Little Steps can participate in "Fun Lunch".
 - If you are a parent that is interested in volunteering for "Fun Lunch" please let counsel role. This event requires 5-6 parents/lunch. This volunteer opportunity takes ~1hour per "Fun Lunch".
- Blaze Pizza:

- Counsel approved the first 2 dates for Blaze pizza (September 12th & September 26th). For the month of September 25% of the money spent at this vendor will go back to Parent Counsel. In the following months 20% of the money spent at this vendor will go back to Parent Counsel.
- Best way to donate to Earl Grey:
 - Direct donations are the best way to provide finances to the school given that the school receives 100% of the proceeds.

8. Other Business Items:

- Volunteering:
 - Lynn shared that she has written up a list of all the possible volunteer opportunities available at the school for the upcoming year. Lynn will be creating an electronic sign-up sheet.
 - Volunteer opportunities include but are not limited to:
 - Casino night (the school's biggest annual fundraiser)
 - Picture Day
 - Bake Sale
 - Science Fair
 - Stage Production
 - Snacks for kids
 - Coffee for Teachers
 - Grade 6 yearbook
 - Spring Dance
 - Courtyard clean up
 - Dad's breakfast
 - Sports Day
 - Book Fair
 - Reading Program
 - Classroom Reps
- Parent Counsel Funds:
 - The principal asked the Parent Counsel to provide funding for:
 - **Paper:** \$4,000 required for teachers and students to use throughout the year. Paper must be obtained through a CBE approved provider. Parent Counsel has provided funding for this in past years. Parent counsel approved the funding request.
 - **New Projector for the gymnasium:** The school's old projector broke down last year. A replacement is estimated to be ~\$800. Parent counsel approved the funding request.
 - At a future Parent Counsel meeting teachers will bring a list of wants versus needs to parent counsel.
- Art cards:
 - This program was well liked by families last year, but teacher feedback was that this was very labour intensive for them. Teachers would like to not do art cards this year and to revisit this program next year.
- Education Matters:

- Matthew Lowe informed counsel that this is a way that parents can provide money to the school, but that these funds are only towards specific programs within the school. Once funds are received through this channel the principal is required to write a report on how this money will be spent. An example of this is the new sensory room that the school has received funding to create.
- Parent Counsel discussed how Sunalta school does direct donations. This allows the school to utilize finances more freely. This requires that the school has charitable status. This is something the Parent Counsel will investigate further.
- Direct donations are the best way to provide finances to the school given that the school receives 100% of the proceeds.

9. Next Meeting: Tuesday October 15th, 2024

10. Adjournment

Signed By: EDaSilva

Elizabeth DaSilva - Chair

KGallagher

Kelsey Gallagher – Secretary