

## **Westmount School Council Minutes**

**Date: Tues 25 October 2022**

### **Attendees:**

Sharon Martin, Sharon Nichols, Chelsea Moulard, Amanda Kryvenchuk, David Taylor, Kristi Price, Tammy Smith, Robin Mitchell, Sherry Opas, David Hall

#### **1. Welcome and Introductions**

Roundtable: Sherry reviewed the council's purpose and welcomed newcomers. Parents are invited to share their thoughts and opinions without specific roles on the council.

#### **2. Approval of Agenda**

Agenda approved unanimously. Noted that the agenda should ideally be sent 72 hrs before the next meeting.

No competition for new roles (Chair – Sharon, Vice Chair – Chelsea, Secretary – David H) Sharon put the motion to accept elected roles as filled by acclamation, Robin seconded - carried

We will follow up with FOWSS regarding joint agenda items prior to the Nov meeting.

#### **3. Review and approval of last minutes**

Sharon - motion to accept, seconded Kirsti Price. Unanimous.

#### **4. Standing items**

##### **4.1 School Update on Assurance Framework given by Sherry.**

Sherry explained the difference between assurance and accountability. Assurance includes accountability, engagement, transparency, reporting priorities identified through stakeholder engagement. Goals are identified and shared.

There has been lots of work on support this year - Education Plans for Foothills and Westmount – Summaries of the 3-year report are available for parents and learners.

The school is working on AERR (Annual Education Results Report). Outcomes will drive the next steps here. There is a first draft of the student's code of conduct. Key questions at the moment are - How do we respond to parent's feedback? How do we provide opportunities for this feedback?

The school will update this document annually, with a focus on dress code and cell phone use. Teachers are working with students in order to include their points of view or to explain to students the reasoning behind the code.

Robin queried how elementary students are included in grades 4,5 and 6. Sherry responded that every teacher has been asked to share information in an age-appropriate way.

Discussion on how should students/teachers can engage with the code and gain a sense of ownership. Particular reference was made to girls, regarding how they are

accountable in their treatment of each other. Sherry shared that these conversations are ongoing with teachers and form part of discussions and review.

Sherry provided a summary of the Continuum of Supports and Interventions Response document. Decisions are based on evidence and data at an individual, classroom and school level. The resulting action plan is then revisited periodically. Last year team members were assigned tasks. This year, after review, teachers are asked during learning commons time to provide wraparound support and to attend team meetings. Reference is made to the strategies throughout. This provides a means to meet the needs of students through adapted programs of learning.

Students are made aware of fair and predictable consequences, for example, loss of privilege when not meeting expectations. A number of strategies including restorative actions, recess plans and school suspension are used to support students. The document is now largely acronym free in order to provide greater accessibility. Sharon supported the idea of incorporating student voice here.

Discussion on how this information might be adapted for improved use on school website and as a document in itself. To be reviewed next meeting.

Update on WMS Communication plan given by Sherry. There is a perception that teachers might not respond to an email as quickly as parents might expect, given availability. The ways in which students and parents can contact teachers using cell phones are given in the plan

'Take a PAWS' is a new initiative and will form part of the move away from the 7 habits. The initiative will be presented to the team once initial work is complete.

### **School News**

Prior to this school year critical and emergency plans were not centralized; this is now being reviewed by staff and later will be reviewed by parents.

A letter to parents is going home to explain role of parents regarding lockdown. Sherry talked about how teachers are contextualizing these events in order to ensure students feel safe and secure in school. Debriefing with students is completed by teachers to further support this action.

Grade 9 memory books are now underway.

Westmount is welcoming 2 student teachers to the school later this year.

We are looking forward to the book fair and have 8 parent volunteers which demonstrates that the parental engagement work is paying off.

Learner conferences are going ahead as planned and parents will have the option of in person meetings or video conferences.

### **4.2 Computers**

Sherry presented feedback on the staff survey – teachers reporting issues with access and with technology, the sorts of assignments that they feel confident in or would like to deliver. There are issues with teachers double booking. Westmount is 2nd to bottom

on the ratio of computers to students. There is need for 30 Chromebooks. FOWS may find a way to help. Chromebooks will be made available to Westmount parents where possible. The school budget means we can't provide devices for every student. Parents have been asked to provide laptops for children where possible so a whole class can use them, instead of students using phones to complete an assignment.

Westmount Wolfpack Facebook page is now accessible to everyone. We need to decide how we communicate school council meetings. Also, how do we filter inappropriate comments or use of the page? We will consider how best to implement.

#### **4.3 Trustee Update**

Sharon shared details about Foothills School Division meetings. Their updated document includes links to engagement, supports to success and the advocacy section. The advocacy section will be added to the FSD website under "Our Division". Sharon, on behalf of the trustees invites our community to advocate on behalf of the Division's priorities.

Composite high schools at 120% capacity – FSD is advocating for places and funding.

FSD website has links to tools, letters that can be personalized - all the information you need is on there to help us raise budgets for education.

There is an opportunity for the school council members and individuals to attend a meeting at the town hall to ask questions and discuss issues with the superintendent. *(Do we have a date for this? DH)* Sharon stressed the importance of working collaboratively to have education at the heart of the community so our children get the best from their education.

Student Matters - meets 4 times a year, representatives from every school in the division. Students from grade 5 to 12 come with a teacher/administrator. This month SM looking at school dates and how we help student wellness. Sharon noted that the presence of grade 5,6 and 7 students noticeably raises energy levels and contribution rates of older students. Now moving forward with actioned items.

### **5. New Business**

#### **5.1 What matters to you?**

Sherry provided an update on parking. Parents are sometimes double parked during drop off and collection and this is a risk to our students. When staff have put pylons in way, there have been incidences of parents moving them. The RCMP have been in attendance trying to keep students safe. It is imperative that parents do not come into the back lot. Teachers have been asked to and have moved over to help facilitate this. The school is continuing to work on this issue.

Recommendation that teachers don't stand by the kerb to stop students congregating there.

**5.2 School Council Correspondence format** and **5.3 Learner profiles and conferences** forwarded to next meeting due to time constraints

#### **5.4 ASCE Grant**

\$500 is in bank account at present. This could be used for Indigenous learning. We need to consider what matters to parents. We can reach out to other school council chairs to discuss how money might be utilized – agenda point for next meeting.

#### **5.5 Thank you**

Sherry wanted to say a huge thank you to Brandy for all the work she has done. There will be a formal thank you and gift presented in the near future.

### **6. Next Steps**

6.1 **Forward agenda items** for next meeting

6.2 **Joint agenda** - Robin has notes to recommend to the executive to put through FOWSS. This is intended to provide a strategic direction and to bring it in to compliance. Over the next 6 weeks Robin and the executive will discuss engagement and execution plans.

**7. Date of next meeting is Tuesday November 29th at 6pm**