

# 2024 – 2025 Banff Trail School Council Meeting Minutes

## SEPTEMBER

**Date:** Wednesday, September 25, 2024

**Time:** 6:30 pm – 7:16 pm

**Location:** Banff Trail School and Virtual (Microsoft Teams)

**Attendees:**

Executive Committee Members:	Committee Chairs/Coordinators:	Other members:
<input type="checkbox"/> Ashley L. (Chair) <input type="checkbox"/> Tanner R. (Co-Vice Chair) <input type="checkbox"/> Erin R. (Co-Vice Chair) <input type="checkbox"/> Tracy K. (Secretary) <input type="checkbox"/> Arvind P-R. (Treasurer)	<input type="checkbox"/> Anna S-K. (Schoolyard development) <input type="checkbox"/> Cathy D. (Social Media) <input type="checkbox"/> Leah W. (Fundraising) <input type="checkbox"/> Christina H. (Dance) <input type="checkbox"/> Robyn A. (Grade 5 Farewell) <input type="checkbox"/> Shann R. (Grade 5 Farewell)	Thanita K. Michael M. Lindsey M. Tina P. Sara J. Shahin Amanda B. Erin M.
<b>Staff:</b>		
<ul style="list-style-type: none"> <li>• Ryan T.</li> <li>• Nancy T.</li> </ul>		

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Agenda Item		Speaker	Discussion
1. Call to Order		Ashley L.	Meeting called to order at 6:37pm.
2. Confirm Quorum / Adoption of Minutes from May 29, 2024		Ashley L.	Motion to adopt minutes Arvind, seconded by Christina
3. Principal's Report	3.1 Welcome Back!	Ryan T.	<ul style="list-style-type: none"> <li>• A great start so far!</li> <li>• Parent conferences starting tomorrow, great opportunity to meet with your child's teacher to update anything regarding your child, how they learn, what their home circumstances are, etc.</li> </ul>
	3.2 Book Fairs		<ul style="list-style-type: none"> <li>• There will be 2 book fairs again this year: November 25-29, 2024 (French book fair) and March 17-21, 2025 (English book fair with a small selection of French books)</li> <li>• Each class will come and see the books during their class time in the library</li> <li>• There will be no library book exchange during the week of the book fair</li> <li>• The students will be able to buy books at that time with cash</li> <li>• The book fairs will also be open on the Thursday night and Friday morning during parent conferences</li> </ul>
	3.3 Phys Ed		<ul style="list-style-type: none"> <li>• New PE plan - Mme Elizabeth back from maternity leave and looking for something more part-time, perfect opportunity to slot her into PE specialist position at BTS - Mme Elizabeth with each class one time a week</li> </ul>
	3.4 Residencies		<ul style="list-style-type: none"> <li>• Mme McCann - joining us after a leave from CBE while traveling with her family (grade 2)</li> <li>• Mme Vicky (grade 2) return from maternity leave</li> <li>• Mme Jessica (grade 3) return from maternity leave</li> </ul>
	3.5 Parking		<ul style="list-style-type: none"> <li>• Parking - in front of school = passenger loading zone (do not leave you vehicle unattended, must be a quick drop-off</li> <li>• use of staff/visitor parking</li> </ul>

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3.6 Allergies		<ul style="list-style-type: none"> <li>Nuts of all kinds, eggs, milk are the main ones, excluding seasonal allergens</li> <li>some severe allergies in the building (especially nuts)</li> <li>please be very conscious to not send these allergens to school</li> </ul>
3.7 Anita Crowshoe		<ul style="list-style-type: none"> <li>2 more years of collaboration – Winter Count (seasonal timeline, significant events that happen throughout the season)</li> </ul>
3.8 Orange Shirt Day		<ul style="list-style-type: none"> <li>tomorrow (Sept 26)</li> </ul>
3.9 Sharing Circle		<ul style="list-style-type: none"> <li>Delay on Sharing Circle space outside, but phase one is now complete</li> <li>possibilities for next steps in communication with Ryan</li> <li>applied for a couple of grants</li> </ul>
3.10 Student Count		<ul style="list-style-type: none"> <li>Student count: 386 (was 328 when Ryan first came to BTS a few years ago)</li> <li>Class sizes 18-31 (slightly less than anticipated)</li> <li>Final RAM count happens Friday (Sept 27)</li> </ul>
3.11 OLEP Funding		<ul style="list-style-type: none"> <li>Official Languages in Education Program - federal program that contributes about \$25,000 of funding to the school's budget each year</li> </ul>
3.12 CASL Signups		<ul style="list-style-type: none"> <li>Commercial Messages (CASL = Canadian Anti-spam Legislation)</li> <li>379 of 763, as of Sept 10.</li> <li>Please sign up to receive commercial messages from us</li> </ul>
3.13 Zoning Plan		<ul style="list-style-type: none"> <li>Inquiries about Zoning and the South Shaganappi plan</li> <li>BTS is part of an area of re-zoning South Shaganappi, communication ongoing</li> </ul>
3.14 Terry Fox		<ul style="list-style-type: none"> <li>about \$2000 raised (final number forthcoming)</li> </ul>
3.15 Residency Updates		<ul style="list-style-type: none"> <li>Trickster, Alien Inline, Dance (great feedback about these)</li> <li>not successful for Trickster grant this year (45% of schools who applied were not successful - less money in the pool and more need for financial</li> </ul>

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			aid) – BUT, negotiated with Trickster to still provide residency for the original \$12,000 that council approved for this use (as opposed to the original \$18000 cost of council funding plus grant) - Trickster program will go ahead without interruption
	3.16 Other business/questions		<ul style="list-style-type: none"> <li>Ryan addressed the current issue of capacity of schools: BTS at about 80% capacity (under 70 is under utilized, 85 above is optimal); alot of schools are 95-105% capacity (ie varsity); he will keep us informed as developments occur for future planning</li> </ul> <p>Question: is it normal to only have 2 grade 5 classes while previous grades have/have been 3 or more?</p> <p>Answer: shifting class size number requirements in different divisional grades and also gradually through attrition, student numbers become less in a particular class/grade as they advance to higher grades ( families leaving town, changing program, etc); these vacancies don't get filled because later grades aren't an entry point for French Immersion</p>
<b>4. Acknowledgments</b>	4.1 School Improvements	Tanner	<ul style="list-style-type: none"> <li>Big thank you to Leah, Anna, and everyone who helped with the Learning and Sharing Circle (lots of parents of graduating Grade 5 students)</li> </ul>
<b>5. Committee Reports</b>	5.1 Introductions	Ashley	<ul style="list-style-type: none"> <li>Introduction of our Committees</li> <li>School Council versus EBTPFA Committees (anything to do with money/funds/fundraising is required to be kept separate by the Schools Act - EBTPFA is a not-for-profit organization, which requires its own separate processes, etc)</li> <li>meetings are always run together, one right after the other</li> </ul>
	5.2 Traffic Safety Coordinator	Kathryn D.	<ul style="list-style-type: none"> <li>No update</li> </ul>
	5.3 School Dance Coordinators	Kathy J. Cathy D. Tanner R.	<ul style="list-style-type: none"> <li>Coordination on DJ equipment</li> <li>Venue - looking at different venues, possibly a community centre but capacity there is quite small, possibly Aberhart high school</li> <li>Date is not firm but we're really hoping for a Halloween dance!</li> </ul>

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			<ul style="list-style-type: none"> <li>will be looking for volunteers, especially for day-of jobs - will create a signup on Konstella</li> </ul>
	5.4 Jacket Racket Coordinators	Christina H. Tanner R.	<ul style="list-style-type: none"> <li>successful last year in collecting a large number of items</li> <li>expanded dates this year, 6 weeks to choose from for delivery, much more flexibility</li> </ul>
	5.5 Teacher Appreciation Coordinators	Anna W. Yuri P. Christina H.	<ul style="list-style-type: none"> <li>Annual thanksgiving gift the week before thanksgiving - for teachers and support staff</li> </ul>
	5.6 Social Media Coordinators	Kathy J. Cathy D.	<ul style="list-style-type: none"> <li>will likely be less reliance on social media with uptake of Konstella</li> </ul>
	5.7 Bike to School Coordinator	Tanner R.	<ul style="list-style-type: none"> <li>Bike to School/End of Year Event</li> </ul>
	5.8 Grade 5 Farewell Coordinators	Robyn A. Clara C. Shann R.	<ul style="list-style-type: none"> <li>Farewell Celebration June</li> </ul>
<b>6. Discussion Forum</b>	6.1 Konstella	Ashley L.	<ul style="list-style-type: none"> <li>We hope Konstella can become a forum that's more collaborative than email</li> <li>Currently about 200 parents signed up</li> <li>There is a committee called "Parents, Volunteers, and School Council Members" for parents to get involved</li> <li>Committee surrounding South Shaganappi development plan to become involved in how this plan will impact the community and school (Erin M.)</li> <li>Will allow Parent Council to streamline processes</li> </ul>
	6.2 Konstella sign up		<ul style="list-style-type: none"> <li>Ideas for how to have more parents sign up for Konstella</li> <li>Ryan suggested possibly setting up a table for conferences to help encourage parents to signup for Konstella, or even just a poster with QR code</li> </ul>
	6.3 Thank You Volunteers		<ul style="list-style-type: none"> <li>Thank you volunteers! Lots of work to do this year, looking forward to it!</li> </ul>

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	6.4 Connection		<ul style="list-style-type: none"> <li>Connecting with parents/families and improving engagement - <b>Please contact <a href="mailto:banfftrailchair@gmail.com">banfftrailchair@gmail.com</a> if you have anything you would like to discuss in the upcoming forum portion of our meetings.</b></li> </ul>
	6.5 Grade Team presentations		<ul style="list-style-type: none"> <li>Next month, the Grade 4 team will be presenting (October 24)</li> </ul>
<b>7. Adjournment</b>			<ul style="list-style-type: none"> <li>Adjourned until next meeting October 23, 2024 at 6:30pm</li> <li>Meeting adjourned at 7:16pm.</li> </ul>
<b>8. Upcoming meetings</b>			<p>Upcoming meeting dates:</p> <ul style="list-style-type: none"> <li>October 23 (Grade 4 team presenting)</li> <li>November 20</li> <li>January 15</li> <li>February 19</li> <li>April 9</li> <li>May 7</li> <li>June 4 (tentative)</li> </ul>

#### Contact Information

**Email:** [banfftrailchair@gmail.com](mailto:banfftrailchair@gmail.com)

**Facebook:** **Banff Trail School Parents** (this is a closed group, accessible by request / invitation only)

**Instagram:** [banfftrailschoolcouncil](#)

**Volunteers:** [banfftrailvolunteer@gmail.com](mailto:banfftrailvolunteer@gmail.com)

**Schoolyard Development:** [ebtschoolyarddevelopment@gmail.com](mailto:ebtschoolyarddevelopment@gmail.com)