

# 2022 – 2023 Banff Trail School Council Meeting Minutes

## SEPTEMBER

**Date:** Wednesday, September 27, 2023

**Time:** 6:30 pm – 7:05 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"/> Erin R. (Vice Chair) <input type="checkbox"/> Tracy K. (Secretary) <input type="checkbox"/> Arvind P-R. (Treasurer)	<input type="checkbox"/> Franny F. (Volunteer Coordinator) <input type="checkbox"/> Nicole R. (Casino Chair, Schoolyard development) <input type="checkbox"/> Jason A. (Casino Coordinator) <input type="checkbox"/> Anna S-K. (Schoolyard development) <input type="checkbox"/> Cathy D. (Social Media) <input type="checkbox"/> Anna L-W. (Teacher Appreciation) <input type="checkbox"/> Christina H. (Dance/Jacket Racket) <input type="checkbox"/> Tanner R. (Bike to School/Jacket Racket)	Christina D. (online) Amanda M. (online) Taryn (online) Lindsay M. (online) Sarah J. Robyn Jana W. (online) Leah W. Ang (online) Jason A. Erin M. Shannon R. Laura J.
<b>Staff:</b>		
<ul style="list-style-type: none"><li>• Nancy T.</li></ul>		

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Agenda Item		Speaker	Discussion
<b>1. Call to Order</b>		Erin R.	Meeting called to order at 6:32pm.
<b>2. Confirm Quorum</b>		Erin R.	Quorum confirmed.
<b>3. Adoption of Minutes from May 17, 2023</b>		Erin R.	<ul style="list-style-type: none"> <li>• Adopted by consensus.</li> </ul>
<b>4. Welcome and Introductions</b>	4.1 Introduction of School Council Executive	Ashley L.	<ul style="list-style-type: none"> <li>• School Council Executive: Chair (Ashley L.), Vice Chair/Key Communicator (Erin R.) and Secretary (Tracy K.) along with Principal (Ryan T.) and Vice Principal (Nancy T.)</li> </ul>
	4.2 Introduction of Banff Trail Parent Fundraising Association Executive		<ul style="list-style-type: none"> <li>• Banff Trail Parent Fundraising Association Executive: Chair, Vice Chair, Secretary and Treasurer (Arvind P-R.)</li> </ul>
	4.3 Welcome Message		<ul style="list-style-type: none"> <li>• Welcome to the new school year; thank you for joining us, we're looking forward to another great year building community and supporting our kids and the staff at Banff Trail School</li> </ul>
<b>5. Role of Parent Council</b>	5.1 Mission, Vision and Goals	Erin R.	<ul style="list-style-type: none"> <li>• monthly meetings; we provide a voice for families of BTS students, and lend support to the school</li> <li>• engagement and advocacy</li> </ul>
	5.2 Separate from Banff Trail Parent Fundraising Association		<ul style="list-style-type: none"> <li>• School Council is pursuant to the Schools Act in Alberta whereas BTPFA is pursuant to the Societies Act because we work with financials/funds, thus requiring a Treasurer - (fundraising allows us to host events and support the school financially in different ways)</li> </ul>

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	5.3 Governance and Meetings		<ul style="list-style-type: none"> <li>• Attempt to streamline processes; however it is necessary to vote on certain things</li> <li>• We try to be as transparent as possible, allow for discussion before making decisions, always welcome questions or concerns</li> <li>• Our general message to all parents: your voice is important, please feel comfortable expressing thoughts/concerns, etc privately if uncomfortable in meetings</li> </ul>
	5.4 Communication and Consultation with the School		<ul style="list-style-type: none"> <li>• We work closely with BTS administration (Ryan and Nancy) to determine and meet the needs of the school, staff and students</li> </ul>
	5.5 Engagement and Advocacy		<p><u>Please contact <a href="mailto:banfftrailchair@gmail.com">banfftrailchair@gmail.com</a> if you have any issues or items you would like to discuss in the upcoming forum portion of our meetings.</u></p>
6. Vice Principal's Report	6.1 Welcome Message	Nancy T.	<ul style="list-style-type: none"> <li>• Welcome and thank you for your interest in School Council</li> <li>• Great start to the school year; glad to have everyone back!</li> <li>• Amazing staff, students, parents, community</li> </ul>
	6.2 Staffing updates		<ul style="list-style-type: none"> <li>• 4 new teachers to start this school year: Mme Sam, Grade 1 (for Vicky Rueve); Mme Pascale, Grade 2 (for Jessica O'Hara); Mme Sarah, Grade 3 (for Liz Ohlhauser); Mme Nicole, Kindergarten AM (joined our teaching staff in Sept 2023)</li> </ul>
	6.3 Treasures kept at home		<ul style="list-style-type: none"> <li>• Reminder for kids to keep special items at home (toys, pokemon cards, etc)</li> </ul>
	6.4 Terry Fox Run		<ul style="list-style-type: none"> <li>• Guest speaker: Natalie from the Terry Fox Foundation - shared her personal story about living with cancer and how funds raised for research helps her live longer (eg, new treatments, etc.)</li> <li>• helped kids connect with the fundraiser</li> <li>• \$2345+ funds raised onsite (online amount unknown yet, will close end of month)</li> </ul>

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	6.5 Learning Conferences		<ul style="list-style-type: none"> <li>• great parent turnout for Learning Conferences - these are an excellent opportunity to foster communication between home and school; teachers are always open and welcome questions/communication</li> </ul>
	6.6 Cheque Writing Campaign		<ul style="list-style-type: none"> <li>• campaign underway; in collaboration with School Council</li> <li>• all funds are managed in trust by EducationMatters; they and School Council/BTPFA authorize what the funds can be used for</li> <li>• Examples of what funding has been/is used for: residency programs, field trips, sport, music and technology, classroom resource materials, family supports, library and guided reading books including access to Raz Kids, French cultural activities and events, schoolyard improvement, Grade 5 Farewell</li> </ul>
	6.7 New French Immersion Teachers		<ul style="list-style-type: none"> <li>• BTS will be hosting new graduates who will be learning from our teachers and Mme Sophie</li> <li>• Mme Sophie showing exemplary practice for neurolinguistic approach for French language learning, helping new teachers, new graduates, student teachers</li> </ul>
	6.8 Grade Level Assemblies		<ul style="list-style-type: none"> <li>• Monthly daytime assemblies, hosted by a different grade each month</li> <li>• parents of the grade hosting the assembly will be invited to attend (unfortunately there is not enough space for all parents to attend each assembly)</li> </ul>
	6.9 Commitment to Truth and Reconciliation		<ul style="list-style-type: none"> <li>• Commitment to Truth and Reconciliation - sharing circles to build respect relationship and communication;</li> <li>• Anita Crowshoe - relationship began last year, will have her back again this year, connecting her with students to learn with her; storytelling and interactions with each other in the building - helping with language acquisition</li> </ul>
	6.10 Residencies		<ul style="list-style-type: none"> <li>• Residencies - teachers and PE team looking into types of possible residencies; considering skills and movements they'd like to explore and trying to match with appropriate residencies</li> </ul>

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	6.11 Parent Handbook		<ul style="list-style-type: none"> <li>• Student Handbook posted on the website (click the ABOUT US tab; link to the Student Handbook is found on the right hand side of the page)</li> <li>• <a href="https://school.cbe.ab.ca/school/banfftrail/about-us/pages/default.aspx">https://school.cbe.ab.ca/school/banfftrail/about-us/pages/default.aspx</a></li> </ul>
7. Committee Reports	7.1 Request for volunteers	Ashley L.	<ul style="list-style-type: none"> <li>• Introduction of Committee Chairs</li> <li>• Please contact <a href="mailto:banfftrailchair@gmail.com">banfftrailchair@gmail.com</a> if you would like to be involved with any of the committees</li> </ul>
	7.2 Volunteer Coordinator	Franny F.	<ul style="list-style-type: none"> <li>• <a href="mailto:banfftrailvolunteer@gmail.com">banfftrailvolunteer@gmail.com</a></li> <li>• volunteers needed throughout the year</li> <li>• currently looking for volunteers for the home reading program, Casino, at-school reading program (english and french), jacket racket, dance</li> <li>• (if not enough volunteers for casino, can look at hiring (which comes out of our earnings) but if still not enough, we'd have to cancel and lose our spot for the year)</li> </ul>
	7.3 Traffic Safety Coordinator	Kathryn D.	<ul style="list-style-type: none"> <li>• Hug &amp; Go - solves many traffic problems <i>if used correctly</i></li> <li>• Charlebois alley being used as a “hug and go” is a problem - <b>please do not use the alley as a drop-off</b></li> <li>• Traffic Patrol being trained currently and will start Monday - <b>please do not park on or near the crosswalk</b></li> </ul>
	7.4 Events Coordinator	Polly S.	<ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul>
	7.5 School Dance Coordinators	Polly P. Kathy J. Cathy D. Christina H.	<ul style="list-style-type: none"> <li>• Volunteers needed at the dance November 23rd</li> </ul>
	7.6 Bike to School Coordinator	Tanner R.	<ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul>
	7.7 Teacher Appreciation Coordinators	Anna W. Yuri P.	<ul style="list-style-type: none"> <li>• provide treats/gifts for the teachers periodically throughout the year</li> <li>• Question posed re: feeding the teachers during Learning Conferences - should we organize a potluck (provided by parents through sign-up) or use</li> </ul>

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			<p>council funds to purchase a meal – response from those present seems to confirm a strong preference for parents providing potluck food and using funds elsewhere</p> <ul style="list-style-type: none"> <li>• Planned teacher gifts:           <ol style="list-style-type: none"> <li>1. World Teachers Day Oct 5 - sweet treat and note</li> <li>2. Annual Christmas Ornament - locally made in Calgary - teachers get a different ornament every year - continue the tradition</li> <li>3. Valentines</li> <li>4. Easter</li> <li>5. Year-End</li> </ol> </li> </ul>
	7.8 Social Media Coordinators	Kathy J. Cathy D.	<ul style="list-style-type: none"> <li>• Sign up for our Facebook and Instagram groups</li> <li>• posting reminders about what's happening at the school, signups needed, etc</li> <li>• please reach out to Kathy and/or Cathy if you have anything to post</li> </ul>
	7.9 Grade 5 Farewell Coordinators	Nicole R. Arvind P-R. Erin R. Franny	<ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul>
	7.10 Request for volunteers		<p>Please contact <a href="mailto:banfftrailchair@gmail.com">banfftrailchair@gmail.com</a> if you would like to be involved with any of the committees</p> <ul style="list-style-type: none"> <li>• <b>still looking for somebody to take on Jacket Racket</b></li> </ul>
8. Discussion Forum	8.1 Connecting with parents / families and improving engagement	Ashley L.	<ul style="list-style-type: none"> <li>• Dr Luanne Metz (MLA for the area) has reached out and would like to come to a School Council meeting to answer questions, listen to feedback, etc - planned for October Meeting</li> </ul>
	8.2 Need to sign up for our emails!		<ul style="list-style-type: none"> <li>• New signup for Parent Council emails this year due to changing rules around communication - separate from Subscribe to CBE emails - we need our own signup so parents can receive emails directly from Parent Council</li> </ul>

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9. Adjournment			<ul style="list-style-type: none"><li>• Adjourned until next meeting October 25, 2023 at 6:30pm</li><li>• Meeting adjourned at 7:05pm.</li></ul>
10. Upcoming meetings			<p>Upcoming meeting dates:</p> <ul style="list-style-type: none"><li>• October 25 - EBTPFA AGM and Grade 4 Teachers Presentation</li><li>• November 29 - Grade 5 Teachers Presentation</li><li>• January 31 - Grade 1 Teachers Presentation</li><li>• February 28 - Grade 2 Teachers Presentation</li><li>• April 24 - Kindergarten Teachers Presentation</li><li>• May 29 - Grade 3 Teachers Presentation</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)

Twitter:

Instagram: [banfftrailschoolcouncil](https://www.instagram.com/banfftrailschoolcouncil)

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

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