

# **CAA School Council Meeting Minutes**

## **September 22, 2020**

### **Attendance:**

#### CAA Administration:

Michelle Stonehouse (Principal)  
Rhonda Morrison (Assistant Principal, Knob Hill Campus)

#### Executive Member Attendance:

Blythe Butler, Director of Governance  
Cara Overholt, Treasurer  
Stephanie Westlund, Secretary

Additional School Council members present: 3

Total parent attendance: 26

Quorum established. (Quorum minimum = 4 School Council members, including at least 2 executive members)

### **1. Welcome & Call to Order**

Meeting called to order by Blythe Butler at 6:34 p.m.

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

Blythe Butler motioned to approve the agenda. Tim Bonner seconded the motion.  
Agenda approved.

### **3. Approval of Minutes from March 10, 2020, School Council Meeting**

Tim Bonner motioned to approve the minutes. Willem Van Gogh seconded the motion.  
Minutes approved.

### **4. Chairperson's Report – Blythe Butler (on behalf of Christy Ford)**

#### **a) Introduction to School Council**

Main Council members present and school administration introduced themselves.  
All other parents introduced themselves through the chat function in Zoom.

Blythe read a brief statement from Christy Ford welcoming parents to a new Council year.

As a parent of CAA, you are automatically a member of School Council, and you have a voice. We need and are always looking for parents to actively participate.

Our mandate as School Council is to support the teaching staff (with approval and support of the administration team), who in turn support the students.

#### **b) Council Meeting Dates for 2020/2021**

September 22th First Council Meeting  
October 27th Council AGM  
November 3rd Regular Meeting  
December 1st Regular Meeting  
January 5th Regular Meeting  
February 2nd Regular Meeting

March 2nd Regular Meeting  
April 13th Regular Meeting  
May 4th Regular Meeting  
June 1st Regular Meeting

## 5. **Principal's Report – Michelle Stonehouse and Rhonda Morrison**

Michelle Stonehouse (Principal)

- It is really great to have students - and the energy they bring - back in the school. It has been a challenging but smooth start. Truly a difficult time for everyone as they learn new protocols and follow up daily and weekly with AHS. Teachers have been doing an excellent job at pivoting and doing what is necessary in the new reality.
- Students have done an amazing job of coming back and are being respectful. Learning contracts have gone out for all grades, artists are engaged.
- Missed having our pancake breakfast this year, which is normally a time to bring the school community together.

Rhonda Morrison (Assistant Principal, Knob Hill campus):

- CAA is working to find ways to continue to carry out some of our favourite traditions. For example, the Rose Ceremony, which involves the Year 3 students welcoming the Kindergarten students to the school, and at the end of the year, the Kindergarten students send off the Year 3 students. We are trying to think how we'll make that work – probably will have to be done virtually. Similarly, this year the Terry Fox School Run will be done over the course of a week during gym by each classroom cohort rather than all together as a school.
- At-Home Learning is going well. (Jessica Maye, Learning Leader for Kindergarten/Year 1 present and adds: It is going well all through the grades. All students are participating and things are going way better than anyone could have imagined.)
- Welcomed two Year 4/5 classes to Knob Hill earlier in September. This group adds whole new dynamic at the school, and it has been great to have them.

## 6. **Updates:**

### a) **Parking at Knob Hill**

Parking at Knob Hill is always an issue. School Council has been in conversation with Calgary Police and we are working on signs.

The biggest request: PLEASE DO NOT PARK ACROSS THE STREET FROM THE BUSES ON 19<sup>TH</sup>. It's very dangerous and there is going to be an accident. If you see people parking there, please be kind but encourage them to move on and be mindful of the model that we are setting for our kids. This street is also the access for the Covid-19 testing at the Richmond Diagnostic Centre and so we need to be mindful about where we are parking and ensure that the busses can leave on time.

### b) **Guided Reading Books - Ordered**

Last year, we approved the purchase of additional guided reading books for Years 1-3. We were provided with a list of books, which have now been ordered.

Council also approved a large order of books for the Year 4/5 team, which have also been ordered.

**c) Washroom Volunteers Needed**

We need parents to volunteer to help with the washrooms at Knob Hill. This involves helping to ensure proper protocols are followed including monitoring the number of students in the bathrooms at any one time, ensuring that students are washing hands, etc. It's been very helpful to have parents as volunteers in the washrooms, because initially teachers were having to take their entire cohorts to the washroom at once, which was time consuming.

You need to have a valid current police clearance to volunteer. Because the volunteers won't always be busy with washroom duties, the school has also placed a basket of things nearby that the person can help with (cutting things out, etc.).

We will send out the sign-up link again. If you have a couple hours to help at Knob Hill, please sign up. We appreciate every minute of your time.

Volunteer hours are flexible. If you can help but can't make the exact hours on the sign-up sheet work, please call the office with your availability.

**d) Calgary Reads Update**

Calgary Reads is an organization that supports Early Literacy. There have been some exciting conversations happening between CAA and Calgary Reads. We are not sure where it will go at this point, but will follow up with any further news.

**e) Class Room Parents**

Parents are needed to help teachers with various tasks – we'd love to have a parent assigned to each teacher to help them as needed. The following teachers still need room parents:

|              |                |
|--------------|----------------|
| Mrs. Maye    | Mr. Lewis,     |
| Mrs. Hunter  | Mr. McCafferty |
| Ms. Amanda   | Mr. Tukkimaki  |
| Ms. Connolly | Ms. Baker      |
| Ms. Moore    | Ms. Leung      |
| Mr. Thomas   |                |

**7. New Business**

**Teacher Appreciation Lunch/Gift**

As Council, we'd love to honour the hard work that teachers and the administration team have been doing. We'd like to hold a staff appreciation lunch on the PD day following the October break. If there is anyone that wants to help out with organizing this event, please volunteer.

**Spolumbos/Bacon Orders/Fundraising (In lieu of Healthy Hunger) – Volunteers needed to run these events**

In the past, we have done a fundraiser called Art Cards. It was quite a lot of work for the teachers and this year we needed to consider new options. In addition to potentially offering Spolumbos and Bacon orders, we are looking at a Christmas Card version of art cards that would be facilitated by parents at home.

If you can help or have any great ideas for fundraisers, please let us know.

### **Courses for Kids and Parents**

In the past, we have offered courses for kids in the school, and we are looking at ways to offer some courses online this year, including possibly:

- 1) Building parent capacity around helping kids with math
- 2) Babysitting course

We'd love to continue to build community through online courses. If you have a special skill, now is your chance to shine. Or if you have ideas for courses that we could offer online, please let us know.

### **Special Supports for Teachers**

Council recently reached out to the learning leaders to ask whether they need any additional supports for their teaching this year. The learning leaders got back to us today with a list of items that would help in each grade, including some microphones, an additional whiteboard for the classroom in the gym, monitors for viewing students online, document cameras, etc. We will discuss these supports further in the Society Meeting.

### **8. Parent Discussion and Questions**

Q: Are washroom volunteer hours flexible?

A: (Rhonda Morrison) Yes. Please call the school to discuss when you might be available to help. We appreciate any time you can give us.

Reminder from Blythe: Volunteer hours are tracked and reported on. Volunteering for washroom duty counts towards your 10-hour volunteer commitment for the year.

Q: Now that the Education Centre has fewer classes, are we still doing a staggered departure?

A: (Michelle Stonehouse) We've taken a look at staggered entry and dismissal this week, and since we are not finding any big congestion areas due to the design of our school building, we will be moving back to a 9:00 a.m. start and 3:30 p.m. end for all students at the Education Centre.

Q: Is there still a need for masks to be made?

A: (Michelle Stonehouse) We would always welcome more masks. We have quite a few extra government masks for K-3, but we don't have any surplus of adult-sized masks and would be grateful for any you can provide. It's nice to have extras if the need arises.

Tim Bonner volunteered to be a General Director on Council.

Blythe Butler: We are always looking for creative ideas on how to support the school. Please contact School Council at [council@caaschool.com](mailto:council@caaschool.com) with any ideas.

### **9. Adjournment**

Blythe Butler motioned to adjourn the meeting at 7:09 p.m. Tim Bonner seconded the motion. Meeting adjourned.

The next meeting is the Annual General Meeting of the Calgary Arts Academy School Council, which will be held over Zoom on Tuesday, October 27 at 6:30 p.m. Please join us.