

H.E.Bourgoin Middle School Council Meeting

MINUTES

Date and Time: Thursday, April 18th, 2024 at 6PM to 7:45PM
(Any items still left on agenda at 7:45 will be tabled to the next meeting)
Location: HEB School Learning Commons

[Google Meet joining info](#)

[Video call link: https://meet.google.com/zkf-tusk-diq?hs=122&authuser=0](https://meet.google.com/zkf-tusk-diq?hs=122&authuser=0)

Attendees: Robyn Reddecliff, Kym Lord, Wes Riopel, Nicole Yadlowsky, Tracy Casselman, Sarah Severn, Melanie Eide

Online: Cheryl Edwards, Wanda Carlin, Sarah Chileen

1. Call to order / Sign-in: 6:08 PM
2. Review and Approval of the Agenda:
 - a. Motion: Kym Lord motions to approve the agenda as presented, Wes Riopel seconds, all in favor, motion carried.
3. Review of Meetings Norms from below / Meeting Structure for new attendees
 - a. Quick review of meeting norms, agenda approval discussion
4. Approval of the Minutes from March Meeting
 - a. Motion: Kym Lord motions to approve the March meeting minutes, Wes Riopel seconds, all in favor, motion carried.
5. School Trustee Report - Cheryl Edwards
 - a. Inclusion Alberta conference, many new resources and connections were made, Cheryl feels NLPS is going in the right direction with inclusion
 - b. A career trade show was held at the Centennial Center for students in grades 9-12 showcasing different companies and opportunities for careers in the area
 - c. Impact Student Nominations - new initiative this year from NLPS to highlight students who continually show great leadership and citizenship
 - d. Cheryl will be attending the ASCA conference in Edmonton next weekend April 26-28
 - e. Applications for Policy 22 are now closed and will be reviewed by the board May 1st
6. Principal's Report and Advising Opportunities:
 - a. PD Burst -Tracy Casselman - Dr Caroline Buzanko - Psychologist NLPS is partnering with to bring a new online learning series to families and staff focused on supporting student mental health in the classroom and at home
 - i. Staff has watched the first video from Caroline and had the opportunity to ask questions in a live Q&A session
 - ii. Parent sessions will be offered soon through NLPS, info will be in Bear Facts
 - b. Parent Teacher Interviews report March 20th

- i. Thank you to the school council for the delicious supper for staff, it was very appreciated and delicious!
- c. May 9th [LINK to Video](#) Community BBQ/Book launch/Open House feedback requested
 - i. Grade 4 students from Duclos will be coming to tour the school and meet staff.
 - ii. Free Hot dogs will be bbqued by staff and school council members
 - iii. Bags of popcorn and juice will be sold by grade 7 students who are fundraising for their year end trip
 - iv. Bubbles, games, activities, student led soccer tournament, inflatable staff race and the mini Donut Truck will be on site too
 - v. Sigmund Brouwer will be attending and signing the book he helped our Grade 6 students create. The book will be for sale at the bbq and on Amazon for \$19.99
- d. Silent Auction Update and selection of dates for it.
 - i. Staff is gathering items for a Silent Auction, so far the community has been very generous but we are still looking for more items - would like to have at least 25
 - ii. Would like to run for a week before and after the Frozen musical - discussion on best time and how to best promote
 - iii. Facebook, website and foundation page will be used to showcase the items and advertise
 - iv. Kym and Melanie will take care of pictures, qr code and adding to website
- e. Request for year end field trip funds (from existing foundation "bank")
 - i. \$1000 for each grade has been budgeted and will be utilized to help decrease costs to families
- f. Changes to back playground equipment
 - i. Division has stated that the fencing around the basketball court and the two backstops needs to be removed or replaced due safety concerns - this is going to be very costly and the school may end up just having the fencing and backstops removed
- g. Anti-bullying initiatives
 - i. Biggest concern of our parents and families. HEB will be starting a new initiative with a new teacher hire on May 1st
 - ii. The School Counselor and new teacher hire will be working together to go into classrooms and discuss bullying and mental health supports
 - iii. Member asked if Admin is feeling supported division wide with funding and services etc
 - 1. Admin feels very supported by division and the community with all of the new programs in the area and supports put in place
- h. Upcoming dates of interest:
 - i. This Friday, April 19th at 10am Premier Cheer Academy will host an assembly and performance in the gym
 - ii. June 5th will be the Volunteer Appreciation Breakfast at 8:00 followed by Staff Years of Service Assembly at 9:30 and Retirement Recognition for Michele Nicholson
 - iii. HEB Spring Musical (Frozen) May 30th
 - iv. Year end Field Trips TBA, Gr 5 June 6th Strathcona, June 26 Gr 6 Kinosoo Ropes Course, Gr 7 Lloydminster pool and area trip, Gr 8 - Kinosoo Ropes Course June 20th (8Jee 8W) and 21st(8C&8J)
 - v. Our Grade 8 celebration will be on Wednesday, June 26 in the morning followed by pizza lunch and mini donut truck at 12pm
 - vi. June 27th - Last day for students 5,6,7 awards in the morning

7. New Business:

- a. ASCA sessions Update - will book for May 1 at 6:30pm - Tools for Effective School Councils
 - b. ASCA yearly conference is April 26-28 in Edmonton - Wes Riopel will be attending
 - c. Track and Field - May 13, alternate day is May 16
 - i. Will there be a Concession? Need to ask for permission from Walsh Field to use their facilities
 - ii. Will get teachers to send messages out to get volunteers from each classroom
 - iii. Robyn will lead a subcommittee to organize and get everything together
8. Old Business:
- a. Outdoor Spaces Sub Committee Report Update - Tabled
9. Report from Duclos - H.E. Bourgoin Support Group Fundraising Foundation (30 min)
- a. AGM was held April 17 at Duclos - new board positions are:
 - i. President - Lindsey Clausen
 - ii. Vice-President - Jen Nichol
 - iii. Secretary - Cassie Lesyk
 - iv. Treasurer - Sarah Severn
 - v. Directors - L.B., Kym Lord and Melanie Eide
 - b. Casino is being held July 11 and 12 in Camrose - we have 5 volunteers committed to go and still need 3 back up volunteers just in case someone cannot make it
10. Call for Future Agenda Items:
- a. Live streaming musical?
11. Next Meeting: May 14, 2024
12. Meeting Adjournment: 7:14 PM

H. E. Bourgoin Parent School Council/Foundation Meeting Norms 2023-2024	
Time/Promptness	<ul style="list-style-type: none"> ● If time does not permit full discussion of an item, a motion may be made to table the item for discussion at another meeting. ● Agenda must be provided by the Chairperson seven days prior to the meeting date. ● <i>Agenda items must be submitted to the Chairperson no later than two weeks prior to the Council meeting.</i> ● <i>Meetings will begin promptly at 6:00 pm and will not go past 8:00 pm.</i>
Communication	<ul style="list-style-type: none"> ● The Chairperson must keep the discussion flowing in a collaborative fashion. ● Each item is entitled to full and free debate by individual members- one at a time.
Assignments	<ul style="list-style-type: none"> ● <i>Action items to be listed and reviewed at the end of each meeting and again reviewed at the beginning of the following Council meeting</i>
Confidentiality	<ul style="list-style-type: none"> ● If an attendee begins to talk about his/her child, another student &/or a staff member, it will be deemed personal in nature. The chair/school administration will ask the attendee to refrain from talking about personal matters and suggest a personal meeting with administration &/or appropriate staff members.

Expectations

- Every member has equal rights.
- Only one subject may be discussed at a time.
- The chairperson is responsible for moving meetings along and ensuring no one person monopolizes the floor.