

#4 H.E.Bourgoin Middle School Council Minutes

Date and Time: Thursday, January 23, 2025 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

Attendees: Sarah Chileen, Kym Lord, Nicole Yadlowsky, Alysha Coates, Melanie Eide

Online: Jenn Nichol, LB, Cassie Lesyk, Sarah Severn

Call to order / Sign-in: 6:06 PM

1. Review and Approval of the Agenda:
 - a. Motion: Kym Lord motions to approve the agenda, Sarah Chileen seconds the motion, all in favour. Motion carried.
2. Review of Meetings Norms from below / Meeting Structure for new attendees
 - a. No new attendees to meeting
3. Approval of the Minutes from November Meeting:
 - a. Motion: Sarah Chileen motions to approve the minutes, Kym Lord seconds, all in favour, motion carried.
4. School Trustee Report - Cheryl Edwards
 - a. Tabled to next meeting as Cheryl was unable to attend.
5. Principal's Report and Advising Opportunities:

Tracy Casselman sends her regrets, she is unwell, but will be in attendance at our next meeting.

 - a. Guest Teacher: Alysha Coates - Fantastic Ice Fishing Idea
 - i. Grades 7 & 8 will be going Ice Fishing on Moose Lake by the Shaw house for half a day on Feb 4th and 5th with help from the Alberta Hunter Education Instructors Association (AHEIA) and local fish and wildlife officers.
 1. AHEIA will bring the Report a Poacher trailer (RAP) with displays to teach the students about fish, fish ID, invasive species, a fur kit and antler kit.
 2. They are bringing all ice fishing gear, tents, cameras, rods, tackle, augers, mobile fire pits. They will be teaching all students how to properly use the ice fishing gear and helping throughout the day.
 3. We have rented a room in the Shaw House as well for warming up during the day as needed.
 4. Grades 5 & 6 will get the opportunity to learn about the RAP trailer as well on a separate day at HEB. We hope to be able to provide the opportunity for students to go ice fishing every year so having them learn about the RAP trailer this year will help prepare them for future ice fishing trips.
 - b. School Feedback Process Information
 - i. Parents, students and staff were interviewed by a team of principals, learning consultants and the superintendent. They spent the week in the building with us and really got a true feel for the culture, climate and community.
 1. Parents who were interviewed felt that HEB was welcoming and would recommend this school to others. They feel they have lots of opportunities to come into the building and help with various activities.
 - ii. Recommendations from the team were to make the ROK meaning more clear, and to help build up the school in the community. Have more events that involve the whole community and not just our school families.

- iii. 2 goals for HEB.
 - 1. What ways can we increase mathematics and best practices for teaching math to all students? - Manipulative funding request for School Council/Foundation
 - 2. Engagement with parents and students - building the relationship and providing more opportunities for families to get together in HEB
 - c. Parent Teacher Interviews November 28th - Thank you for the wonderful meal. It was delicious and so appreciated.
 - d. Upcoming dates of interest:
 - i. January 27th - Family Literacy Day - Muffin Morning & Going Green Seed Planting
 - ii. January 30th- The ROK Is Right Game Show A
 - iii. February 4th - Grade 7 Ice Fishing Trip
 - iv. February 5th - Grade 8 Ice Fishing Trip
 - v. February 21st- Kinosoo Ski Trip Grade 5
 - vi. February 28th-Kinosoo Ski Trip Grade 7/ 8
 - vii. March 7th- Kinosoo Ski Trip Grade 6
 - viii. March 12th -Phone Call Parent Teacher Interviews
 - ix. March 13th- In Person Parent Teacher Interviews
6. Old Business:
- a. Staff Appreciation - Boser's BBQ (Brisket, bean, buns, broccoli, salad, brownies) - \$350.00
 - b. Wish List Submission - info for the foundation
 - i. Badminton rackets and birdies - \$200
 - ii. Archery net attachments (Nets no longer needed)
 - iii. Sound System (acquiring quote)
 - iv. Math Kits - for each class to use to align with our recommendations
 - c. Purdy's Fundraiser Total raised - **\$830.81**
 - d. 50/11 Bottle Donation
 - i. H.E.B. has done our two pickups for January, we do not have a total for that yet but the December one brought in **\$47.01**
 - e. 50/50 - new purpose? Tabled to next meeting
 - f. Outdoor Spaces sub committee - letter seeking donors, grants for trees and gaga ball
 - i. Next meeting is going to be in the next few weeks.
 - g. ASCA Workshops
 - i. Kym will message the group to see if there are any workshops that we would be interested in doing.
7. New Business
- a. Family Literacy Day & Muffin Morning
 - i. Monday January 27th classes will be planting seeds to start a garden at home and having a "muffin morning" with muffins and juice for students and coffee/muffins for parents/volunteers
 - b. new ideas for fundraisers -
 - i. Spring Sobeys BBQ for Outdoor Spaces
 - 1. Kym has approached Sobeys to see if they would be interested doing a BBQ with profits going to the outdoor spaces project
 - c. Interested attendees for the ASCA conference this year
 - i. Conference is all virtual this year on April 26, 2025, any interested members please let Kym know and she will put your name forward.
8. Report from Duclos - H.E. Bourgoin Support Group Fundraising Foundation (30 min)
- a. AGM will be at 6PM on April 7, 2025, location to be determined
 - i. Needing to build membership to help with voting on items
 - b. Foundation is paying half of the updated ski trip bussing quote

- c. Paying the requested half of the mathletics - **\$950**
 - d. Staff appreciation amount - **\$1,250 for the year**
 - e. Some requests are being fulfilled from old casino funds
 - f. **Casino Funds**
 - i. Funds - **\$10,251.58**
 - g. **Future Requests and Communication**
 - i. Monetary requests, agenda items, etc. need to be made a minimum of two weeks prior to the meeting.
 - ii. To minimize confusion, we request that communication between the council and Foundation be in writing & that requests come from the Chair/Vice Chair
 - h. **Spices**
 - i. Still have leftover spices to sell - suggestion to sell them at Muffin Morning and at PTI - will let us know how many are left over for HEB to sell - will make a flyer to post and get out to families
9. Call for Future Agenda Items:
- a. 50/50
10. Next Meeting: March 6, 2025 6:30PM HEB Learning Commons
11. Meeting Adjournment: 7:05 PM

H. E. Bourgoin Parent School Council/Foundation Meeting Norms 2024-2025	
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	<ul style="list-style-type: none"> ● 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.