

WMES School Council Meeting Minutes – January 13, 2025

Attendance: Shea Mellow (principal), Heather Macdonald (assistant principal), Rachel Green, Shauna Fankhauser, Danielle Johnson, Sandra Detmers, Billie Hogan, Gwyne Olsen, Amelia Hatch, Trustee Carla Gimber.

Meeting called to order 8:04 pm

Approval of Agenda – motion Shauna Fankhauser, second Danielle Johnson

Approval of December minutes – motion Amelia Hatch, second Danielle Johnson

Code of conduct will be finalized.

Shea Mellow and Heather Macdonald met with the grade 4,5,6's where they discussed what a safe, caring and welcoming school community looks, feels and sounds like. They discussed what an unsafe, uncaring, and unwelcoming school community looks, feels and sounds like, what their roles and responsibilities as a student are, to ensure they are contributing to a safe welcoming environment. They also discussed what it should be some fair consequences for the students that aren't contributing. The students had an opportunity to discuss their concerns in the school as well.

The information they gathered will be composed into a community agreement for the students at the school, intending to have clear expectations and responsibilities for the students. It will coexist with the code of conduct in a more kid friendly manner.

Library reference sheet (Rachel Green)- parents and guardians made a motion to request a reference sheet of controversial books that are in the school library, that would be easier to access. Instead of going through the whole library list. That has been approved, and parent council will now mandate a committee of parent and guardian volunteers to create the document. Parent council will write up the mandate and reach out to Debbie to see when we are able to access the library.

Principle Report (Shea Mellow and Heather Macdonald)

- December successes - Thank you to all the staff that worked hard to put together lots of fun in December. They had some Christmas caroling, a hot chocolate cart went around to all the classrooms, the Christmas concert, and the gingerbread house decorating night.
- WMES goals and priorities focus will be on student behaviour and respect in the school, playground and community.
- Celebrating students, we now have the WOW wall for staff to nominate students for anything. Some examples would be achieving a goal, being a good friend or classmate, working hard on math or science. Monday mornings Shea Mellow reads them out loud during the morning announcements. The plan is to celebrate those students at the end of the month assembly where they will receive a wmes goodie bag and the teachers

- will have the opportunity to say why they nominated the student. The parents of the nominated students will receive an email from Shae Mellow, so they have an opportunity to celebrate their child's successes.
- We are looking for community and business sponsors to fill those goodie bags.
 - Monday January 20th, we started two schools one book, WMES and Stavely school are participating. A book has been sent home for parents and children to read together. Both schools will get together at the end of February for a big assembly to celebrate finishing the book.

Teacher Report (Gwyne Olsen)

- Literacy pilot program – the division has invested in West Meadow with the literacy pilot program with Dr. Deborah Kira. Starting with the grade 1,2 and 3's, they will be doing several assessments based on the results collected during the Alberta screeners. The students that are more at risk with their reading levels will have the opportunity to work with Dr. Kira and Gwyne doing some targeted intervention to bring them up to their grade level.

Trustee Report (Trustee Carla Gimber)

- The last LRSD meeting was December 17, 2024, they had presentations from Career practitioner support, international school programs. See attached report.
- There will be a presentation at the next LRSD meeting about the 4 day school week, that's on January 28th. You can watch all presentations on the LRSD website. LRSD will be voting on February 25, 2025

Meeting adjourned at 9:12 pm



BOARD OF TRUSTEES KEY MESSAGES

Following are the Key Messages from the Board of Trustees Regular Meeting held on Tuesday, December 17, 2024. Each month the Board Key Messages are shared at School Council Meetings. See your school's website for information about upcoming meetings and agendas.

- 1) **Presentations** – all presentations can be viewed on the [Board of Trustees December 17 Regular Board Meeting YouTube video](#). (Presentations begin at 5:09)
 - a. **Career Practitioner Support** – Lettie Croskery, Career Practitioner presented to the Board of Trustees. The goals for LRSD Career Services are that families are aware of the wide range of career services offered, understand Alberta graduation requirements, a plan to meet the required courses and averages and that the graduates leave LRSD with the confidence to pursue their career goals (and are eligible for continued support). High school students can take advantage of individualized career planning and unique exploration opportunities. Some of these opportunities include, but are not limited to, post-secondary visits, campus tours, job/volunteer fairs, trade exploration days, RhPAP skills days, discovery Days, Youth Summits and Dual Credit programming. For more information please visit our LRSD Career Services webpage at [LRSD Career Services](#)
 - b. **Off Campus Programming** – Rob Charchun and Eliza Grose, Off Campus Coordinators gave an Off Campus Update to the Board of Trustees. Rob Charchun works with Nanton, Claresholm, and Fort Macleod Schools. Eliza Grose works with Pincher Creek, Lundbreck, and Crowsnest Pass Schools. They support our Work Experience, RAP (Registered Apprenticeship Program) and Green Certificate Program students throughout the Division. They have many placements that include seniors residence, retail stores, museums, hospitality venues, welding, millwright, automotive, mechanics, equine, cow/calf, feedlot, swine, poultry, dairy and crop. LRSD is very grateful for the community involvement and connections that help our Off Campus Programming continue to thrive. Rob Charchun and Eliza Grose are very committed to allowing students to earn high school credits while gaining valuable hands-on experience that will help them in careers after graduation.

Every student, every day.

- c. **International Student Program** – Chad Kuzyk, Associate Superintendent, Programs & Innovation, presented on the LRSD International Student Programming throughout our division. Quality education, safe, caring homestay families and schools located in communities which are situated in one of the most beautiful parts of the province make Livingstone Range School Division a perfect place to study, learn and grow. Currently LRSD has 60 students attending our international program from 13 different countries within 6 of our high schools. The 2024-2025 goals for this program are to increase full time enrollment, diversify language markets, recruit more host families (especially in the west area) and create a Student Ambassador program at each of the schools along with student mentorship. Livingstone Range School Division welcomes Homestay families to host International Students for a short or long-term stay. For more information visit our [International Student Program website](#).
- 2) **Board Advocacy** – With the recent information from the transportation department the Board became more aware of concerns arising from the implementation of the distance changes contained in the new transportation regulations. The Board of Trustees directed the Advocacy Committee to write a letter to the Minister of Education and cc our MLA, ASBA, and Board Chairs.
- 3) **2025 Board of Trustee Election** – The Board of Trustees approved Mr. Jeff Perry, Associate Superintendent, Business Services the Returning Officer and Nikki Lytwyn, Executive Assistant the Substitute Returning Officer for the October 20, 2025 School Board Trustee Election. Nominations for trustee elections can be received as of January 1st, 2025 until noon on September 22, 2025.

The [Local Authorities Election Act](#), states in section 21(1) that a person may be nominated as a candidate in any election under this Act if on nomination day the person

- (a) is eligible to vote in that election,
- (b) has been a resident of the local jurisdiction and the ward, if any, for 6 consecutive months immediately preceding nomination day, and
- (c) is not otherwise ineligible or disqualified

DISCLAIMER: It is the candidate's responsibility to read and understand the legislation, or to seek appropriate legal or accounting advice from professionals as required. The candidate is responsible for ensuring that his or her campaign complies with all provincial laws.

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- 4) **Quarterly Financial Report** – The Board of Trustees approved the Quarterly Financial Report as presented by the Audit Committee Chair, Lori Hodges and Jordan Gunderson, Director of Finance. As of November 30, 2024 , end of the 1st quarter, there is a decrease in the financial position of \$133,222 from the prior year. For more information please see our [Board of Trustees December 17, 2024 Regular Board Meeting YouTube video](#). (Audit Report begins at 1:48:10)

Every student, every day.