



# School Council

**Minutes of the ÉEVE School Council Meeting  
March 11, 2025  
7:00pm In-person and Zoom**

**SC Executive:**

Chelsey Conrad, Co-Chair – present  
Kirsten Inglis, Co-Chair - present  
Judi Hunter, School Board Trustee - present  
Jennifer Tanguay, Secretary - present  
Sharelle Stitt, Treasurer - present

**School Administration Members:**

Simon Pols, Principal - present  
Jodi Cleese, Assistant Principal - present

**Attendees:**

Tanya M, Kare W, Katarina T, Robin S, Kim B

**1. Call to Order**

Chelsey called the meeting to order at 7:02pm.

**2. Welcome**

Welcome everyone. March feeling like June. Last meeting, we reviewed minutes on screen prior to approving, will continue this process going forward. Parent teacher conferences, kindness week, la tire all a big highlight this past month. Shout-out to Simon, who had an article published in Rocky View Weekly highlighting French Culture Week at EVES.

**3. Approval of Agenda and Minutes**

*Chelsey motioned to accept the agenda and minutes as circulated; no objections; motion carried.*

#### 4. Administration Report



Mr. Simon Pols  
Principal

## École Elbow Valley Elementary

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Ms. Jodie Clease  
Assistant Principal

### School Council Meeting Admin Report March 11<sup>th</sup>, 2025

#### Goal Updates:

<b>How Might We...</b>	Improve student literacy results in both English and French programming.
<b>Goal 1</b>	Through responsive teaching methods tailored to individual student needs, 90% of students will demonstrate measurable improvement in overall literacy skills, as assessed by the Groupe Beauchemin (GB+), Escalire (FI), and Fountas and Pinnell tools.

<b>Progress/Analysis</b>	<b>Adjustment to Plan</b>
<b>Additional Projects and Initiatives Completed</b>  <b>Literacy Week</b> – Successfully completed with overall positive feedback. Could we explore incorporating a writing component next time?  <b>UFLI Implementation</b> – Fully implemented in Grades 1 and 2, with Kindergarten focusing on preparing students for UFLI in Grade 1.  <b>Decodable Books</b> – Most grades have received decodable books and are using them in the classroom or as part of home reading.	Not a full week next year for literacy- spaced out over the year (maybe a literacy day every month)  We need to look at our goal- it will need to change as RVS is not asking us to do reading levels with F&P, Escalire, and GB+  <b>Next Steps</b> Next steps include the following: <ul style="list-style-type: none"><li>• <b>Decodable Books:</b> Continue to inventory and supplement decodable books at each grade level.</li><li>• <b>Grade 4 Literacy Approach:</b> Grade 4 students will not participate in UFLI next year. Move</li></ul>

	<p>to Targeted Intervention; Learning Support will provide UFLI intervention for select students in Grades 3 and 4.</p> <ul style="list-style-type: none"> <li>• <b>Literacy Scheduling:</b> Instead of a full literacy week, activities will be spaced throughout the year, possibly with a <b>monthly literacy spirit day</b>. <ul style="list-style-type: none"> <li>○ <b>September:</b> TBD</li> <li>○ <b>October:</b> DEAR (Drop Everything and Read) Day.</li> <li>○ <b>November:</b> Book Tasting Day</li> <li>○ <b>December:</b> Holiday Messages</li> <li>○ <b>January:</b> Mystery Readers Day</li> <li>○ <b>February:</b> French Culture Literacy Day</li> <li>○ <b>March:</b> Lucky Limericks (TBD)</li> <li>○ <b>April:</b> Joke Day</li> <li>○ <b>May:</b> Wear Something You Can Read</li> <li>○ <b>June:</b> Teacher Swap Mystery Reader</li> </ul> </li> </ul> <p><b>Early Intervention:</b> Proactive literacy support for at-risk students in Grades 1 and 2 to address concerns before they become significant.</p> <p><b>Numeracy Focus for Next Year:</b> Should next year emphasize <b>numeracy</b> as a key instructional focus? If so, how should interventions and initiatives be structured?</p>
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<b>How Might We...</b>	Increase students' opportunities to learn and appreciate cultural diversity.
<b>Goal 2</b>	Through school initiatives, in class lessons, and grade specific activities, 90% of students will increase their involvement with topics related to global citizenship and cultural awareness.

<b>Progress/Analysis</b>	<b>Adjustment to Plan</b>
<p><b>Additional Projects and Initiatives Completed</b></p> <p><b>Budding Artists Fundraiser</b> – Proceeds will support a project, ideally an environmental cause or a local/Canadian initiative.</p>	<p>We would like the “<b>Reason for the Season</b>” bulletin board to be displayed in a more central, high-traffic location to ensure greater visibility for students, staff, and families. A <b>movable bulletin board</b> could provide flexibility, allowing the display to be placed in key areas like the main hallway or front entrance. This</p>

<p><b>Christmas Cards for Seniors</b> – Students created and shared holiday cards to brighten the season for seniors.</p> <p><b>Collaborative School-Wide “Ancestors Tree of Life” Art Project</b> – A collective art initiative celebrating heritage and connection.</p> <p><b>“Reason for the Season” Traditions Bulletin Board</b> – A display showcasing diverse seasonal traditions and their significance.</p>	would also make it easier to incorporate interactive elements, student contributions, or rotating themes.
	<b>Next Steps</b>
	<p>Next steps include the following:</p> <ul style="list-style-type: none"> <li>• Develop and implement a shared calendar for the parent council, global committee, and school to streamline communication and collaboration.</li> <li>• Revise the <i>Reason for the Season</i> parent letter to allow for collections throughout the year, supporting different seasonal initiatives.</li> <li>• Increase parent engagement by:             <ol style="list-style-type: none"> <li>1. Creating and distributing a diversity-focused parent survey (e.g., country of origin, primary language).</li> <li>2. Developing a visual display to showcase how to say "hello" in different languages, to be introduced after winter break.</li> </ol> </li> </ul> <p><b>Indigenous Peoples Week:</b> Planning for Indigenous Peoples Week (June 16<sup>th</sup> to June 20<sup>th</sup>) is underway. More details to follow.</p> <ul style="list-style-type: none"> <li>• Connecting with Elder Hal Eagletail to begin the week; exploring opportunities for dancers, drummers and singers.</li> <li>• Drumming is booked with Chantal Changnon for June 17<sup>th</sup> to June 19<sup>th</sup></li> </ul>

<b>How Might We...</b>	Support and foster a sense of responsibility and belonging in an inclusive school environment.
<b>Goal 3</b>	By the end of the school year, the school will achieve 90% fidelity on the Tier 1 PBIS TFI and begin implementing Tier 2, by collecting and tracking office managed behaviour data.

<b>Progress/Analysis</b>	<b>Adjustment to Plan</b>
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<p><b>Additional Projects and Initiatives Completed</b></p> <p><b>Classroom Matrix</b> (Finalized): staff has voted on a final design for the Matrix, which includes French and English on one Matrix. (Appendix A)</p> <p><b>PBIS Lesson Plans</b> formalized using common template. Shared daily on the announcements and shared with our parent community weekly. Have begun data tracking. We have started data tracking in the office.</p>	<p>No adjustments to the plan are required currently.</p> <hr/> <p style="text-align: center;"><b>Next Steps</b></p> <p><b>Publish the Matrix</b> – Consider printing the Matrix on <b>canvas</b> to allow for mobility and easy relocation within the school.</p> <p><b>Post the Matrix</b> – Ensure the Matrix is displayed in <b>common spaces</b> throughout the school for visibility and reinforcement.</p> <p><b>Present the Matrix at Assembly</b> – Share the finalized Matrix with students and staff during an upcoming assembly.</p> <p><b>Share PBIS Lesson Plans</b> – Distribute PBIS lesson plans to staff to ensure consistent implementation.</p> <p><b>PBIS Rollout (August)</b> – Focus on <b>consistent</b> implementation of PBIS strategies at the start of the school year.</p> <p><b>Lead Two More Assemblies</b> – Themes: <b>Brave</b> and <b>Community</b>.</p> <p><b>March 28th Tiered Fidelity Inventory (TFI) with Jenn Raitz</b> – Staff and students will be asked about <b>character traits</b> and how to demonstrate them.</p> <p><b>Formalize a process</b> for staff to access administration, Learning Support Teachers, and the CDA (Flowchart).</p>
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**Budget Information:**

- **School Fees:** Schools can increase school fees by \$10.00 or 5% whichever is great. Proposed School Fees for the 2025-2026 School Year can be found below
  - Grade One: \$138.50 up from \$128.50
  - Grade Two: \$138.50 up from \$128.50

- Grade Three: \$138.50 up from \$128.50
- Grade Four: \$138.50 up from \$128.50
- Kindergarten: \$76.00 up from \$66.00
- Overnight Field Trip: \$173.00 up from \$163.00
- **School Budget:** EVES will provide an update on our School Budget at our School Council meeting in April.

## Assessment Update













**Friendly Helpers Request:** Friendly Helpers is requesting \$300.00 to support their year-end wrap up party in June

## Appendix A: PBIS Matrix

ÉCOLE  
**ELBOW VALLEY**  
ELEMENTARY

is a **safe community** when we are...  
est une **communauté sécuritaire** parce qu'on est...



Respectful Respectueux	Responsible Responsable	Brave Courageux
  We use <b>kind words</b> . On utilise des <b>mots gentils</b> .	  We <b>own our choices</b> . On prend <b>charge de nos choix</b> .	  We <b>try new and tricky things</b> . On <b>essaie des choses nouvelles et difficiles</b> .
 We use <b>kind actions</b> . On utilise des <b>actions gentilles</b> .	 We are <b>ready and prepared</b> . On est <b>prêt et préparé</b> .	 We <b>learn from our mistakes</b> . On <b>apprend de nos erreurs</b> .
 We <b>value personal space</b> . On est <b>attentif</b> .	 We <b>take care of our spaces</b> . On <b>prend soin de notre environnement</b> .	 We <b>stand up for ourselves and others</b> . On <b>s'affirme</b> pour nous et pour les autres.

Discussion:

- Met with co-chair's re: budget, not fully released until April 4, will wait until then to discuss.

#### SEP goal updates:

- Yesterday's PL Day: morning speaker, smudging, SEP groups met in afternoon
- Literacy Week feedback positive and constructive.
- UFLI: started in Jan, will start beginning of school year going forward. Included grades 3 and 4 as gaps identified, will scale back to Grade 2 over next couple years. Resources available online for parents.
- Decodable books: purchased, pulled back due to US dollar and shipping costs (\$700).
- Next year: Literacy Year, not Week, Numeracy focus. Good results from assessments, will share next month.
- Cultural Diversity: Budding Artists, Christmas Cards for Seniors. Indigenous People Week will include 3 day residency with drumming, Powwow led by Elder Eagle Tail to start off the week (came in yesterday for PL Day). Will be a busy week with Kindergarden Grad.
- Indigenous learning mandated by government, from Truth and Reconciliation, also teacher quality standard #5.
- Cultural awareness seems to be focused on indigenous learning, Canada is a melting pot, lots of other cultures around the world to learn about. Reason for the season: idea was to showcase culture, will work on this more next year. Incorporated indigenous practice into classroom (circle, oral sharing/tradition), not specifically taught.
- PBIS: working on third trait, Brave. Feedback has included having French and English on same page, new matrix developed and now in use (no change to wording, just visual change). Matrix shown every morning in announcements, highlight what focus is, ties into beads. Common language around environment. Next year lessons planned. Coach coming in, tiered fidelity inventory to close out year.
- Judi: PBIS was a student services department initiative to create caring schools, heavily researched, most effective in schools with small community and certain ethos like ours.
- PBIS matrix will be in student handbook.
- School Fees: choice to increase by \$10 or 5%, whichever is greater, went with \$10 which is mostly for bussing. Overnight fee is there, not currently used but difficult to get back if removed.
- Budget: will discuss next month.
- Assessment Update: received results on Thursday, currently printing and will be sent home on Friday for all K-3 students. Grade 4 not assessed except for F&P which is no longer being used so not shared.
- Assessment Results: will show gradient from yellow to dark green with cut score (provincial average) identified (shows dot not exact score). How the cut score looks on the gradient will raise questions, along with limited or at risk (means needs additional supports).
- Reassessment of 'at-risk' students will take place in June.
- Provincial vs School cut-scores would be nice to evaluate.

- Next SC Meeting: will discuss assessment scores and budget.
- Friendly Helpers year-end wrap up party: ask for \$300 for rollerblading. Almost every grade 4 student is a FH.
- Suggestion: Writing Day – Alexandra Writers Centre, will come into schools to hold writing workshops.

## 5. School Trustee Report

### March 2025 Trustee Hunter Ward 5

#### **Mechanics Training Program Celebrates 25<sup>th</sup> Anniversary**

Rocky View Schools' Mechanics Training Program was launched in 1999/2000 and celebrates its 25th anniversary this year. This unique program, located at Cam Clark Ford in Airdrie, allows high school students to work in a fully equipped shop while learning the mechanics trade through hands-on instruction. RVS highly values partners such as Cam Clark Ford that are instrumental in supporting longstanding programs connecting students to career pathways and hands-on learning opportunities.

#### **Chestermere Grade Configuration and Attendance Areas Changes Better Balance Utilizations**

With a 262 percent rise in population over the past two decades, RVS' schools in Chestermere are experiencing significant and sustained enrolment growth. The Board approved changes to East Lake School's grade configuration, which adds a second middle school to the city. The Christian and French Immersion programs for kindergarten to Grade 6 will remain at East Lake School and the Christian and French Immersion programs for Grades 7 to 9 will continue to be offered at Chestermere Lake Middle School.

#### **School Designation Adjusted to Address Utilization at Muriel Clayton School**

The Board of Trustees created new school designations for students residing in the Prairie Springs neighbourhood . as updated numbers indicated a change of designation for the Prairie Springs neighbourhood. Beginning in the 2025/26 school year, students residing in Prairie Springs will attend: Kindergarten to Grade 9 at Windsong Heights School; Grades 10 – 12 at W.H. Croxford High School

#### **Education Plan Update**

Administration provided the following updates:

- Provincial government mandatory literacy and numeracy screening and assessment results.
- Based on these literacy results, RVS will provide additional supports to 10 schools .
- RVS administered a new numeracy assessment aligned with the curriculum for Grade 4 – 10 students.
- A Career Learning Practice Guide provides guidance to all schools for advancing career learning Grade 1– 12.
- RVS is expanding positive behavior interventions and supports (PBIS) implementation across all schools and on school buses.

#### **Trustee Orientation Ad Hoc Committee Created for Upcoming Trustee Election**

An ad hoc committee has been created by the Board to guide development and delivery of the orientation process for new trustees following the election in October.

#### **Building Upgrades to Schools in West Rocky View**

Each year the maintenance department provides an update on the monies spent ensuring that our schools are safe and well.-maintained Alberta Education provides a grant to service our schools based on enrolment and square metres. The money comes in two buckets: (CMR Capital Maintenance and Renewal);and IMR (Infrastructure and Renewal. The following projects in West Rocky View are in process.

The site drainage project the Elbow Valley is completed except sod replacement

These are new projects that are scheduled: Springbank High School asphalt replacement, upgrading Westbrook condensing units in, Springbank Middle School elevator upgrade, a section of the roof at Elbow Valley being replaced, and Banded Peak Fob door installation is underway.

#### **Board Approves Budget Development Process and Budget Priorities**



Each year, the Board approves the budget development process and the budget priorities. These priorities are used to develop school/departamental budgets.

The budget priorities are strongly aligned with RVS' Strategic Plan. The priorities for 2025/26 are:

- Provide direct resources to schools to support student learning with a focus on numeracy, literacy and new curriculum implementation.
- Support student and staff wellness.
- Enhance facilities and technology infrastructure.
- Target an operating reserve balance at the end of 2025/26 fiscal year, excluding transportation, at 1 to 2 per cent.

For 2025/26, schools have been directed to maintain optional school fees at the current levels, if possible, with no increases to individual courses greater than \$10 or five per cent. No new alternative program fees for programs of choice are to be introduced.

### Discussion:

- Calaway Park successful in pushing back road closure until fall.
- Robotics celebration (see report).
- Balancing spaces in Chestermere, up one middle school to total of 2.
- Board secured 2 more new schools for total of 7, thanks for board/parent advocacy.
- Building upgrades: SHS asphalt, SMS elevator upgrade, EVE roof repairs.
- Fobs (secure door) for all 'open' schools. EVES is open (front door only).
- Education Plan Updates: money mostly goes to staff, allocate the rest (numeracy/literacy, student/staff wellness).
- Reserves: province said 6% too high, was 1%, now up to 6% again.
- Transportation department meeting today: contracted out, salaries went up, 1km walk-zone would mean double bussing costs, now back to 1.5km for K-6, 2km for 8-12. Fuel etc. up, contracts needed to be re-negotiated. Bussing fees will go up.
- Budget talks happening.
- News: AB signed on to federal school nutrition program, 20 million provincial funding, 42.2 million federal funding to eligible schools. 58,000 students (777,000 total students) at approved schools. How will this be delivered?
- AGLC change: increased latitude how funds spent without approval: retain up to \$50K (up 10), use up to \$100K community event, use up to 30% on admin expenses, use up to \$100K (up 50) facility improvements.
- New Superintendent Ryan Reid, younger leader which youth want.
- CPF: SHS hosting Grade 8 FI luncheon. Julia signing member, Judi as well until someone else found), willing to do cheese fundraiser (gives good return). Found maple syrup/candies for future fundraiser (company not ready this year).
- Joint SC/School Board meeting 2x year, discussed career pathways. RVS website, search career education – career links, trends on employment. Staff-only resources to facilitate career education for all grades. Started January, doing great job.
- Imbedding financial literacy all the way through curriculum.

## 6. Co-Chair's Report

Book Fair: \$14,000 sales, option to keep 50% as scholastic dollars chosen (as opposed to 25% cash). Signup genius utilized for volunteers, ran out of supplies, had to restock Wednesday, will request more next year. Feedback: donation option for school library, wish lists more visible, books for older kids (siblings). Shout-out to Miss Allen for all her and her families hard-work setting this up (not enough volunteers).

Class Rep Communication: Parent feedback is this is an ongoing issue, inconsistent. Discussed monthly volunteer email, piggyback class rep info with SC info – not all classes the same, info overload (don't need to see all classroom-specific needs, just your own). Consensus there needs to be consistency, not all reps sharing info when asked resulting in missed opportunities – monthly SC Newsletter may be better option to share information, Katarina will create draft and send out for feedback. Will include: topics being discussed, school-wide volunteering opportunities, to be sent out week after SC meeting.

*Chelsey motioned \$300 to be used for Friendly Helpers wrap-up party; seconded by Kirsten; no objections; motion carried.*

Staff Appreciation Week: April 30-May 4, combination of community and SC donations. Treat Tuesday (Aspen Crave Cupcakes); Morning Fuel Wednesday (Cobbs Trinity Hill and Common Grounds in Harmony); Thanks A Bunch Thursday (students bring a flower); Thankful Friday (students bring a thank-you note).

Feedback: Increasing gluten-free options, use table instead of kitchen counter. Discussed catered-lunch options: Spolombos from BBQ, sandwich bar, bringing in catering (easiest option). Discussed ensuring all staff included/recognized, will bring flowers for support and janitorial staff. 25 classrooms: basket for each from need/want list.

*Chelsey motioned \$250 to be used for Staff Appreciation Week catered lunch; seconded by Robin; no objections; motion carried.*

School Dance: Entry, tracking number of people in building, EVE community event (parents and siblings only) discussed with admin. SchoolCash Online was per family in the past, not specific enough. April 17 (before spring break). Dance Committee meeting on March 19, will iron out tracking/tickets to reflect immediate family only.

## 7. Treasurer Report

Category	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Amount		

School Council Expenses September 2024 to June 2025													
Family Dance											0.00		
French Culture Week					1,365.00	2,347.78	1,050.00				4,762.78	La Tire	1,050.00
Friendly Helpers			1,738.21								1,738.21	Folklofolie	1,890.00
House Teams											0.00	Rocks & Rings	1,365.00
Literacy Week				103.92	563.05	229.11					896.08	Baking Activity	143.29
Read-a-thon											0.00	Parade/Books/Other	314.49
Skating SPFAS (Bus)				1,008.00							1,008.00	French Culture	4,762.78
Sports Day											0.00		
Staff Appreciation											0.00		
Terry Fox Run											0.00		
Welcome Back BBQ	1,440.03		-714.07								725.96		
Easter Egg Hunt							251.87				251.87		
Sports Equipment		2,004.72									2,004.72		
TOTAL	1,440.03	2,004.72	1,024.14	1,111.92	1,928.05	2,576.89	1,301.87	0.00	0.00	0.00	11,387.62		
School Council Revenue September 2024 to June 2025													
Opening Balance											10,185.01		
Category	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Amount		
Healthy Hunger	209.04	1,947.11	1,723.04	1,949.21	1,496.46	1,384.32	693.35				9,402.53		
Mabel's Labels		170.05									170.05		
Dance Door/Concession/Auction											0.00		
Apple Fundraiser		486.40									486.40		
TOTAL	209.04	2,603.56	1,723.04	1,949.21	1,496.46	1,384.32	693.35	0.00	0.00	0.00	20,243.99		
Net Income/Deficit	-1,230.99	598.84	698.90	837.29	-431.59	1,192.57	-608.52	0.00	0.00	0.00	8,856.37		

Revenue in February: Healthy Hunger \$1,300

Expenses: Easter Eggs \$300, French Culture Week \$4,700 (consistent with prior years), Friendly Helpers party \$300, Dance \$2,000 (projected)

Net Balance: \$7,200

Discussion: Will project next few months expenses based on last years financial statement to project amount left to spend.

## 8. Yearbook Coordinator Report (Robin)

PBIS matrix and bus driver photos needed.

## 9. Volunteer Coordinator Report (Katarina)

SC Newsletter ideas: in other news, upcoming events, good opportunity to share upcoming events.

#### **10. Fun Lunch Coordinator Report (Kim)**

266 cookies ordered so far for first cookie day.

#### **11. Canadian Parents for French Report (Julia)**

No report given. See School Trustee discussion.

#### **12. FÉEVES**

No report given.

#### **13. Open Floor**

- Judi: Other SC meetings in evening being held at 5pm, long day for admin. When determining time, we look at who is the meeting for/who will attend, need time to work for them.
- MusicFest: ticket sales went well, some issues with Ticketmaster.
- Auditioning for MusicFest: No form, left to students to signup, wasn't communicated with parents as previously done. Some students brought home info, wrote in agenda, inconsistent amongst classes. 19 students/day are coming in for auditions. Requesting clearer communication for parents, outlining process.

#### **14. Future SC Meetings**

April 8, 2025 at 1:00pm

May 13, 2025 at 1:00pm

AGM June 10, 2025 at 1:00pm

#### **15. Adjournment**

Chelsey adjourned the meeting at 9:15pm.