

Brookwood School Council
Meeting Agenda
Monday September 12, 2022
(In Person meeting at Brookwood School)

In Attendance: Tyneal Johnson, Rosanne McIntyre, Nicole Patras, Anne Montgomery, Doug Lorenz, Lisa Huffman, Angele Medeiros, Karen Stride-Goudie, Jenna Loates, Krista and Nadine Horner

Meeting called to order at 7:02pm

- Welcome & Introductions
- Approval of Agenda
 - Approved By: Tyneal motions to approve agenda as presented.
 - Second By: Lisa seconds the motion to approve.
- Approval of Previous Meeting Minutes (May 2022)
 - Approved By: Tyneal motions to approve minutes as presented.
 - Second By: Lisa seconds the motion to approve.
- Trustee Report (PSD Trustee)

Anne Montgomery is the trustee that is present. Eric sends his regrets Summary from the June board meeting.
Organizational Meeting: Lorraine Stewart will continue as board chair and Jill Osborne will be the new vice-chair. Also at this meeting board remuneration, meeting dates and annual work plan were approved.
Regular Board Meeting: The board approved boundary changes arising from recommendations put forth by administration following the Area Attendance Review. One of the significant changes affecting Spruce Grove - the communities of Tonewood, Fenwyck, Easton and McLaughlin have been redirected to Brookwood and Woodhaven as designated schools. These changes will come into effect in September 2023. We have a new school - Treaty 8 Athabasca Delta Community School in Fort Chipewyan. Through a unique opportunity in Treaty No. 8 Territory with the Athabasca Chipewyan First Nation, Mikisew Cree First Nation and Fort Chipewyan Métis Association, PSD has assumed operation of ADCS (K-10), located in Fort Chipewyan, Alberta. The Division will serve as the Education Authority on an interim basis while the three Nations work to form a Community Education Authority, at which time they will assume operation of the school.

Q: Is the new school a K-12?

A: Currently it is running as a K-9 with grades 10-12 at an offsite location.

Q: When is Brookwood scheduled for its modernization?

A: Brookwood has been bumped down the list with SGCHS being first, the new Tonewood school being second.

Side note regarding concern over outdoor classroom that the school council is looking to build. Anne assured them that facilities take great care with anything that is built at the school.

- Admin Report (Karen & Rosanne)
 Brookwood has a successful "staggered entry" for kindergarten. Students and Staff are excited to be participating in field trips. The first cross country run is happening on Thursday, Sept 14 @ Duffield. We have about 40 students running. Coming up in the month is the Terry Fox run and "Toonies for Terry" and Orange Shirt Day. Our choir will be starting up for grades 3 and 4, how exciting. Thank you so much to our school council and school association for providing a "sweet treat" for our students and families at the Staff Meet & Greet on Wednesday, Sept 14. Enrollment numbers for the 2022/23 school year are as follows: MS - 288, CP - 163. It's official that the Maranatha Christian Program name has changed to PSD Christian Program.
 Our music program is requesting the cost of stage rental and costume making for the Christmas Concerts at Brookwood School. We are excited to be preparing for a return to concerts this year and are considering the associated costs. To rent a stage from Production Lighting, an Edmonton company who has provided this service in the past, we are looking at a cost of \$2227.01. Out of curiosity, I have reached out to a company that sold a stage to the previous school I worked at. Their quote to purchase a similar sized stage including skirting, two sets of stairs, and a storage cart would be \$9842.79. This stage comes with a 10 year warranty. It is fairly light, and easy to set up. Staging Canadell requires full payment 30 days after receiving the product. The turnaround at this point is about 4 weeks from order to delivery.
 Comparing the two, we could pay for our own stage with the cost of renting for 5 years. Parents/guardians can attend the school if they are required as part of the educational programming needs of the school. We were happy to welcome volunteers at Brookwood this month. Visitors - are required to check in at the office, Our office staff are always happy to help you!
 Our school is still using RAZ kids, Mathletics and Discovery Kids as online platforms for when students are away.
 Teachers are sharing online assessments through Powerschool with monthly updates. Early years focus on numeracy and literacy.
 Review of school communication. School messenger, school website, Facebook, Rally (P/T interviews) & Classroom sites/blogs.

Q: Who runs the Facebook page?

A: The ladies in the office. If you have anything that you would like to post just send it to them.

Q: Are the forgotten lunches still needed?

A: The school has an abundance of food through various grants and donations, so I'd say no we can discontinue the forgotten lunch program. Thank you.

Q: Can I ask when chapel is going to start?

A: We will be running Coffee and Conversation for the Christian Program parents to inform them of chapel and other changes this year.

Q: Would it be possible to get a summary of the other Christmas concert expenses?

A: Yes, we will have Mrs. Gottenbos draft a budget

- Council Chair/President Report
 - Grade 4 Farewell was a success.
 - Outdoor classroom/play structure. Review ideas and if in agreement, begin to set up meeting with necessary parties to obtain quotes.
 - Doug handed out a draft drawing of what the outdoor classroom could look like. The sunshade could be built by the high school. The toadstools are made of concrete. The sensory boards would need to be purchased and would be about 35'x35'. The approx cost for the classroom would be \$50,000.
 - Angele suggested the process would involve engagement with Brookwood parents.
 - *Action: Karen will set up a meeting with Serge LaBrie to ensure what has been proposed fits with PSD guidelines before we move forward with showing the parents.
 - Angele also suggested reaching out to the staff for their thoughts.
 - Lisa is thinking that some benches should be added and clarified that the classroom is to be placed on the North side like discussed previously.
 - Welcome back meet and greet. What is left to be done?
 - Everything is good to go. Juice boxes and cookies are purchased.
 - **Action: Nicole will run a contact list for Lisa for those Parents that have given consent to the school council.
 - Offering gift cards for next meeting to encourage parents to come
 - MOTION: Doug motions to spend \$100 on gift cards to help entice new members.
 - Tyneal seconds the motion, all in favor, motion is passed.
 - Set dates for Brookwood Clue (Feb 21 - 24) as well as a week for Read-a-thon
 - Allow 2 weeks for the read-a-thon. February 20th - March 3rd.
- Confirmation of Meeting Dates/Times & Next Meeting Date
 - Next Meeting Date: Oct 11/22 @ 7pm
 - - Future meeting dates:
 - Nov 28 (AGM)
 - Jan 23
 - Feb 27
 - Mar 20
 - Apr 24
 - May 29
- Meeting Adjourn at 8:00 p.m.