
In Attendance

Andrea R. (Principal), Jackie C. (Vice-Principal), Tyler D. (Chair), Krista T. (Vice-Chair), Reidun T., Cathy B., Jenny S., Jen G., Aletha B., Sharon S.

Welcome and Opening Comments

- **Meeting opened by Tyler at 6:02 pm**
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Principal's Report - Andrea

CBE School Planning and You video:

- Address the planning work schools do to improve and support student learning
- <https://www.youtube.com/watch?v=DrYFhZjwaxo>

School Development Planning

Presentation:

- <https://rideaupark.cbe.ab.ca/school-council>
- Purpose of the presentation is to share information about school planning specific to RPS and gather feedback that may be considered in making future school planning decisions
- We are currently in the 2nd year of a 3-year cycle
- The School Development Plan (SDP) guides ongoing assessment and review of goals and actions
- The SDP is the driver for closing learning gaps and informs instructional strategies, professional learning, school structures and processes for learning, resources to improve student learning, data-informed decision making
- Primary goal addresses literacy, specifically: student achievement in literacy will improve through authentic personalization & differentiation
 - This includes disciplinary literacy (i.e., all subject disciplines, not just ELA/Social Studies).
- Outcomes are measured in multiple ways (e.g., ELA Report Card Indicator Achievement, Provincial Achievement Tests, Alberta Education Assurance Survey, CBE Student Survey)
- The SDP includes specific actions to be taken with respect to Learning Excellence; Well-being; Truth & Reconciliation, Diversity and Inclusion; Professional Learning; Structures and Processes

Q & A

- How to assess floor vs ceiling?
 - Report card – 4-point scale
 - 1 = not meeting grade level expectations
 - 2 = meeting grade expectations
 - 3 = strong
 - 4 = mastery
 - Tasks in classroom often have rubrics that are used to calibrate tasks
- Are the literacy groups new?

- No
- Positive feedback from kids
- What grades are involved in Leadership?
 - Grades 7 to 9
 - Examples of some of their initiatives – Buddies, intramurals
- Is the progress of ELL students monitored?
 - Teachers monitor and plan accordingly
 - Some students have language screening prior to coming to school
- How do the new CBE complexity teams fall into the plan?
 - We don't know if we are getting any

School Budget

- Our school received \$2,828,362 in 2025-2026
- At least 75% of budgeted funds covers staffing and the remaining portion covers instructional and operational supplies
- Our student enrollment for the current year is 441, currently funded for 438
 - If class exceeds max size – need to overflow students
- RAM Allocations
 - Per school total \$524,605
 - Per student total \$2,303,757
- FTEs: 20.5 Teachers, 1.7 support staff, 3.9 Administration (includes office staff)

School Fees

- Guide to 2025-26 school fees: <https://cbe.ab.ca/FormsManuals/School-Fee-Guide.pdf>
- 2024-2025 Report to Parents on Fees: <https://rideaupark.cbe.ab.ca/fees>
- Families will be consulted by outlining proposed activities for the upcoming year that may require a fee for cost recovery
 - E.g., field trips, in-school activities, artist in residence, sports teams

Q&A

- Is the info re fees in weekly newsletter helping?

Gathering Feedback from Parent Council

School Development Plan (SDP)

- In what ways have you learned about our SDP?
 - Primarily through Parent Council meetings
- The SDP is developed with all students in mind. Do you agree that:
 - Your child's learning can benefit from the goal(s), outcome(s), actions and resources in SDP?
 - Yes
 - The learning of all students is reflected and prioritized in the goal(s), outcome(s), actions, and resources in the SDP?
 - Yes
 - It normalizes experience of needing to work on reading
 - Students have enjoyed working with other teachers for literacy
 - Some families/students may disagree with this statement – may not feel that their needs are being met

- Other questions/comments:
 - Is the plan specific to our school? Yes
 - Testing readiness seems to be less of a focus, is that intentional?
 - Andrea – students are encouraged to take responsibility for checking grades and they are learning annotation and note-taking strategies as well as talking about test preparation
 - Jr high has a lot of tests and quizzes so need to ensure teachers are evaluating in other ways as well

School Budget & Fees

- What activities and services are most important to you?
 - Residencies, special guest instruction – can be supported by parent association
 - Programming fees, athletics, grade 9 graduation – covered by school and parent association
 - School fees can cover “nice to haves”, such as field trips and overnight trips, but parent association/school can support families who cannot afford to pay
- Do you agree that:
 - The activities our school provides (e.g., field trips, guest speakers, experts in school, sporting activities, outdoor ed, etc.) are important for your child's learning?
 - Yes, but quality over quantity is important
 - The school fees you pay are reasonable considering the benefit they provide your child?
 - Yes

Next Steps

- School website will be updated with a summary of tonight's feedback and evaluation summary by April 30, 2026
- Share information about students results and the school development plan at the November 2026 school council meeting
- Updated SDP will be posted on the school website by November 30, 2026

School Planning Meeting Evaluation

- Completed by attendees

Other School Business:

School Wishlist

- School has started ordering items from school fundraiser
- If items cost less than expected, the extra will go back into the overall fund
- School will track as items start to arrive
 - Parent suggestion - take a picture of the item once it is in the school to send to families

Residencies

- Two suggestions for residencies for next year:
 - Yellow Steps Learning
 - Run by a former teacher, Jen Doeve
 - Uses a 1 km radius lens around the school and looks at how a topic/discipline could be applied within that area, such as community-based issues

- Includes walking trips within the community
- Experiential, open-ended, problem solving approach
- Examples from other schools: a 100-year history of the area, rezoning of Glenmore Landing, creating a model of school & surrounding community
- Fee includes professional development time with teachers and 3 walking trips with each class
- There is a final celebration of learning at the end
- Approx. \$6000 but need to confirm current rates
- Story telling with Jeff Stockton
 - K to 6, would include some jr high support (e.g., leadership students as facilitators)
 - Provides tools and build confidence for public speaking through story-telling
 - Teachers learn different assessment strategies
 - Culminates in a final story telling evening
 - \$9500
- Spoken Word Poetry – different artist
 - Could consider for jr high students

School security cameras

- Approved, installation of electrical work beginning in March and over spring break
- Located in gym foyer, upper hallway, basement hallway, outside perimeter of school

Classroom Updates

None

Chair's Report - Tyler

Parent Social Fundraiser

- Raised over \$16K, funded most of wish list items

Spring Snow Ball Dance K6, Feb 10th

- Success, thank you to Alicia and Brooke
- 20 toques left over, available to anyone that would like one
 - Gifts for staff/teachers vs selling remaining ones through Zeffy?
- Continue with Halloween Dance and/or Spring dance?
 - Alternate years?

School Need for food supplies/gift cards – more are now needed (\$500-\$600)

Teacher Classroom supplies reminder (\$150)

Fundraising Update – Jenny S

Healthy Hunger February:

- Mary Brown \$570.96
- Boardwalk \$525.00

Update from January Community of School Councils (COSC) meeting

- Run by CBE and attended by all of the school trustees
- Reps from every school council are invited to attend
- Our trustee: Susan Vukadinovic

Notes from meeting:

1. Big Picture: How the CBE System Works

Board of Trustees

- Trustees act collectively, no individual authority.
- Decisions are made by majority vote.
- They have fiduciary duty to act in the best interest of the CBE.
- They do not manage day-to-day operations, they provide oversight and help set policy direction.

Governance

- The Board sets expectations for student results and operational performance through policy.
- Performance is monitored annually against those policies.

Administration

- Led by the Chief Superintendent.
- Includes school improvement, HR, finance, facilities, communications, legal, etc.
- Supports 251 schools across the system.

Key takeaway:

Trustees set direction. Administration runs operations. Schools implement. Councils advise.

2. Role of School Councils

School councils DO:

- Advise the principal and Board of Trustees on school matters.
- Ensure parent and community perspective is represented in school decision-making.
- Consult on budgets and school development plans.

School councils DO NOT:

- Participate in school governance, employment issues and school management
- Fundraise as their primary role. (fundraising should be a Parent Association matter)

That distinction was emphasized.

Key takeaway for RPS:

Our advisory role is formal and important. Fundraising belongs more to parent societies/associations, which is how we're structured.

3. EducationMatters Overview

EducationMatters is:

- The official fundraising partner for CBE.
- A registered charity.
- Distributed over \$2.6M to schools in 2025.

They focus on three investment areas:

A. Essentials for Learning

- Food, hygiene items, school supplies, warm clothing, transit passes.
- Student wellbeing supports (wellness teams, onsite supports, wellness spaces).

B. Extraordinary Experiences

- Field trips and on-site guests.
- Technology.
- Learning materials and resources.

C. Preparing for the Future

- Hands-on programs.
- Equipment, tools, materials.
- Student awards (over \$1M distributed in 2025).

They also:

- Facilitate direct school donations - money goes directly to the school
- Encourage undesignated donations.
- Offer matching opportunities.

Key takeaway:

There are system-level funding gaps. EducationMatters fills strategic needs across the CBE.

4. Advocacy & Priorities

Recent advocacy focus areas (for the Trustees)

- Adequacy of public education funding.
- Safe and modern learning spaces.

Trustees:

- Advocate provincially.
- Respond to policy questions.
- Encourage engagement.

5. Alberta School Councils Association (ASCA)

- CBE will cover ASCA membership fees for councils that wish to join.
- \$500 Alberta School Council Engagement Grant available again this year.
- ASCA provides governance training and resources.

This could be something for RPS to consider if we haven't already.

6. Communication Guidelines for Councils

Important reminders:

- Councils do not receive CBE email accounts.
- Councils can:
 -
 - Use CBE communication channels.
 - Create independent subscription lists.
- School websites have dedicated council pages.

This reinforces the importance of:

- Maintaining our own distribution list.
- Using clear parent communication channels.

7. Trustee Engagement

- Councils are encouraged to invite their trustee to meetings.
- Trustees welcome feedback and school-specific questions.
- Trustees respond to system-level policy issues.

8. Roundtable Focus Questions

They closed with:

- What is important to your school community?
- What creates community at your school?
- What are the most important topics for your council?

- These three questions were discussed amongst each Ward and their Trustee

Other topics discussed:

- School communication – many schools are using WhatsApp to communicate, subdividing groups into different classes
 - Need to have someone responsible for managing the app
 - Andrea's previous school experience with WhatsApp
 - Need to be clear on focus & purpose of it
 - Two council chairs moderated the groups
 - We could start with one class to trial
 - Many schools also have a weekly parent council newsletter that is circulated with the school council
- What is the role of parent council:
 - As a parent council, we are representatives of parents' voices

New Business/Discussion

Parent classroom rep

- We may delay start up until September
- Yssra has agreed to take on volunteer coordinator
- Sharon – volunteered to start acting as classroom rep for her kids' classrooms

Neighbourhood Rideau Roxboro Community Association president

- Asked to see Wishlist to share with the community to see if anyone would like to donate
- Request could be made through the RRCA newsletter
- This could be tied into the upcoming Centennial for school, e.g., putting names on commemorative bricks, plaques

Meeting Adjourned at 8:17 pm

Next Meeting of the Parent Council Association: April 15, 2026 @ 1:45 pm (Teams)