

Carbon School Parent Association

Minutes for September 30, 2022 at 7:00pm

Carbon School

ATTENDANCE: President Mary Ellen Longuepee, Treasurer Dannel Barnes, Vice Principal Ryan Hatch, Tri-Campus Principal Joan Boles, Tina Froese, Kim Nicholson

CALL TO ORDER: 7:05pm

REPORTS:

Principal's Report - September 2022

What a smooth start! We are up and running, and the 2022/23 school year is underway!

Teachers and positions:

Carbon School Staff

Kindergarten (Mon/Wed) - **Holly Peever**

Grade 1 / 2 - **Laurianne Hewey**

Grade 3 / 4 - **Heather Van Bavel**

Grade 5 / 6 - **Jody Stockwood**

Social 7/8/9 - **Ryan Hatch**

Math, Science, English 7/8/9 - **Michelle Gamble**

Office Administration - **Raelene Maunula**

Tri-campus Principal - **Joan Boles**

Associate Principal - **Ryan Hatch**

LLI/Specialized Learning - **Karen Barker-Pratt**

Family Resource Worker (Tuesdays) - **Yvonne Wilson**

Carbon Preschool Teacher (Tues/Thur) - **Holly Peever**. ***Carbon Preschool is a separate entity***

Dr. Elliott Staff - Teaching Carbon School Junior High Students in the afternoons daily

Health/Options 7/8/9 - **Cathy Price**

ELA, Home Economics, Options 7/8/9 - **Zach Adams**

Science 7/8/9, PE 8/9, Athletic Director, Lead - **Mel Wade**

PE 7, Options 7/8/9 - **Ian Bogle**

Shop 7/8/9, Options 7 / 8 - **Dennis Hazelton**

It feels wonderful to be back to a typical start-up this year!

- We recently have started to gear up some of our programs at Carbon School. We are offering Levelled Literacy Intervention to our Grade 1 - 4 students. Grade 1 and 2 students can also access Early Numeracy Intervention and Early Literacy Intervention this year.
- We are using Powerful Learning funds to support release time for teachers from all three tri-campus schools to collaborate and focus on student learning, social and emotional well-being, and student success. We encourage our staff to participate in division collaborative days and professional development.

Carbon School is part of a Tri-campus with Acme School and Dr. Elliott School in Linden. For those parents that are new to Carbon School, Mrs. Boles is the Tri-campus Principal that oversees all three schools. The Tri-campus shares students that attend school within these three communities, so that our rural schools see success on every level as shown below:

Acme School: Grade K-6 (Elementary) & 10-12 (High School). Students in Grades 7-9 (Junior High) attend Dr. Elliott School.

Carbon School: Grade K-9 (Elementary & Junior High). Grade 10-12 (High School) attend Acme School. Grades 7-9 (Junior High) integrate opinions and sports teams for athletes in the afternoons with Dr. Elliott School (Linden).

Dr. Elliott School (Linden): K-9 (Elementary & Junior High). Grade 10-12 (High School) attend Acme School.

Mrs. Boles has been working diligently on teacher collaboration within the tri-campus schools at Acme, Carbon, and Linden (Dr. Elliott). She has and will continue to assign time blocks for the teachers to meet for Elementary teachers from all three schools, Junior High teachers from Carbon & Dr. Elliott, and High School teachers from Acme even though they host the entire 10-12 students. Mrs. Boles efforts to have the teachers collaborate brings a sense of unity throughout our Tri-campus and the Carbon PAC is exceptionally grateful for her endeavours.

- Yvonne Wilson is our Family Wellness worker, and she can connect with students to support their mental health and positive relationships. Dannel spoke on a personal level that Miss Wilson is an excellent resource to utilize at Carbon School and she offers valuable support to the students she sees. Miss Wilson is an exceptionally happy, positive, helpful person and an asset at Carbon School.
- Our Jr. High students participated in Welcome Week from Sep 6 - 9th. They had a fabulous week of challenge, swimming, golf, and community building. Our Carbon students participated in these activities as well. Dannel Barnes stated that this was an amazing way to integrate the Jr. High students and she was grateful for the time and effort that was placed on the Welcome Week. Excellent feedback received from the students and it was awesome to see the Dr. Elliott students come to Carbon School for an equal portion of the events that were planned.
- The Hot Lunch Program seems to be a success! Normally this grant does not include Jr. High students, but Carbon School is small enough that the grant covered grades K - 9. The Jr. High students eat first and then travel to Dr. Elliott School for afternoon options. The Grade 5 / 6 are responsible for clean-up everyday and they were happy to receive the industrial dishwasher! Mr. Hatch has heard good things from the students, but he wanted to know what the parents had heard. We all agreed that we have had positive feedback from our kids and as parents we greatly appreciate not having to make lunches or buy food for lunches. It has saved many parents a significant amount of time and money. Some parents were unsure if their child would like the food as they can be picky eaters, but even those kids are enjoying the delicious lunches prepared by Old H'Ag's. Mr. Hatch commented that the owners know most of our children and have a wonderful relationship with the students, often calling them by name and joking with them in the lunch line. Another wonderful benefit of living in a small community.
- Parents can stay connected with what is happening at school through our school calendar on the website teacher emails, social media posts, and emails sent out by the school. School Cash Online is an excellent program to pay for your students expenses at the school including sports fees, field trips, educational costs (options, text books, etc), or any other fees that may be assigned to your student. Power School is available for parents/guardians to view grades of students online.

- Mini Raiders for Grades 3 - 6 will be starting on October 3 and run on Mondays for 7 weeks. 4 weeks will be volleyball and Badminton for 3 weeks with Mr. Hatch. Mr. Hatch has 8 - 10 students committed to the program and is confident more students will sign up once the word is spread by the athletes participating. Carbon PAC is appreciative of this after-school program as it builds the basic skills necessary if the students wish to participate on a school team in Junior High. The cost is \$25 and the funds will be used for a new Carbon School shirt.

Mr. Hatch informed PAC that Carbon School does not have any Volley-lite Volleyballs which are considerably lighter than regular volleyballs and are needed for elementary gym class and for Mini Raiders. Mary Ellen Longuepee motioned that PAC pay for 12 Volley-lite Volleyballs ordered through Amazon and not to exceed \$1120.00. Dannel Barnes seconds the motion. All in favour.

- Grade 9 students will go on a field trip to the University of Calgary campus and Olds College in early October.
- Jr. High from Dr. Elliott will be traveling to Carbon on Friday afternoons starting in October to participate in co-curricular activities. Each grade will have the opportunity to go three times throughout the school year and it is geared towards leadership and personal growth.
- Our sport programs have begun. If parents have questions regarding sports, please direct them to Mr. Melvyn Wade at melvyn.wade@ghsd75.ca as he is the Athletic Director at Dr. Elliott School.

Volleyball Coaches

Jr. High Girls A - Michelle Price

Jr. High Girls B - Shayla Westman

Jr. High Boys A - Zach Adams and Clint Toews

Jr. High Boys B - Melvyn Wade and Carmen Smallman

There are Carbon students on each team and it is wonderful that our athletes have the option to participate. Integrating Jr. High sports with Dr. Elliott School has been an initiative for Carbon PAC for the past 10 years and it is incredible to see this come to fruition.

Dr. Elliott hosted a Volleyball Parent Meeting at the school on Tuesday, September 27 at 6:00pm. Mr. Melvyn Wade shared valuable information about the volleyball program and updated parents on what to expect from coaches and players, as well information regarding uniforms, cost, transportation, healthy eating, league games, tournaments, and how the school enrollment of students affects the division that teams play against. It was an excellent meeting with a question and answer portion at the end.

Bus drivers are scarce throughout the division and if anyone knows of a parent or community member that is willing to get their S Endorsement which is required to drive a bus, please contact Joan Holmes at joan.holmes@ghsd75.ca, Office Administration at Dr. Elliott School, to be added to a list. If there is enough interest, a S Endorsement class will be set up in Three Hills through the Division Office. Dannel mentioned that there were 3 parent drivers that drove the bus during her son's high school sports throughout grade 10-12 in Acme and they never charged for their time, thus saving the parents of athletes and the school division thousands of dollars. It is an excellent way to volunteer and give back to our school if a person already has their Class 1 or 3 Drivers License.

Mr. Hatch mentioned that Bubba T's in Drumheller is a bus rental business that is cheaper than paying for a Golden Hills School Division bus and the associated costs for the bus driver wage

and stand-by time. He will look into this service if needed for activities at Carbon School to help save money.

- Upcoming Events:

Picture Day - September 28

Terry Fox Run (Gr. 3-6) - September 29

Acme School students came to Carbon to participate in the 3km run around our community which was another successful tri-campus collaboration. In the future, these 2 events will be split in years to come as they are both busy days.

Orange Shirt Day - September 29 as September 30 is National Day for Truth & Reconciliation.

Mrs. Lynn Fabrick, past Carbon School employee, attended Carbon School and performed a Smudging Ceremony with students. The students were very engaged as she demonstrated with the smoke from Sage how the First Nations would cleanse parts of their body in this powerful presentation.

Mini Raiders - October 3

Grade 7's from Dr. Elliot to Carbon School - October 7

Fire Hall Visit for elementary students for Fire Prevention Week - October 13

Jr. High Report Cards - November 21

Jr. High P/T Interviews - November 24

Mrs. Boles has arranged for Carbon School Jr. High parents to have a Zoom Meeting or phone call from teachers at Dr. Elliott School. This allows parents to attend interviews at Carbon School and still have a meeting with the Options teachers at Dr. Elliott School.

Elementary Report Cards - December 7

Elementary P/T Interviews - December 8

Treasurer Report:

As of September 15, 2022

Casino Account:	\$28,945.55
General Account:	\$4,107.81
Carbon Preschool:	\$1.00

Carbon School Parent Association closed its Casino and General Accounts at ATB Financial and opened 3 new accounts (Casino, General, Carbon Preschool) at Connect First Credit Union in Carbon on September 15, 2022.

As we are a volunteer organization, Connect First Credit Union is able to provide 50 cheques for each account free of charge. PAC received the new cheques at the PAC Meeting on September 30, 2022 and was able to pay the following from 2 motions made in the 2021/2022 school year and 1 motion for the present school year 2022/2023:

Casino Chq #1: \$2470.25, September 30, 2022, Paid to Carbon School

Transportation: \$993.05 for year end field trips

Resources: \$360.00 for elementary swimming lessons

Equipment: \$1117.20 for volley-lite volleyballs

- PAC hosted their casino on March 26 & 27, 2022 and received \$30,672.55 in Distribution of Pooled Funds for 1st Quart January 1 - March 31, 2022. Due to Covid-19, these funds received

were less than in previous years where the Carbon School Parent Association received distribution funds between \$42,000 to \$50,000 every 3 years.

- Casino funds can only be used for the Approved Use of Proceeds List defined by AGLC with detailed descriptions and specific guidelines that was updated on April 1, 2019:
 - Donations within AB \$50,000 or Less
 - Equipment - Program Related - 100%
 - Promotional Activities
 - Resource Materials/Supplies
 - Travel - In Province
 - Uniforms/Costumes
 - Wages, Salaries, Fees For Service And Honorariums
- Dannel stated that PAC has previously given funds to Carbon School for Shop Resources and because the Carbon School Jr. High students are attending Dr. Elliott School for this option, she wanted to know if Dennis Hazelton, Shop teacher, still falls under the Carbon School teacher umbrella. Because Casino fund cheques need to be written to Carbon School, Dannel will check with Raelene Maunula, Office Administration, to see if a \$1,000 resource cheque can be used to purchase shop supplies. *Dannel Barnes made a motion for PAC to pay \$1,000.00 for Shop Resources. Mary Ellen Longuepee seconds the motion. All in favour.*
- Dannel mentioned that Carbon School used parent volunteers to drive athletes to and from away games and tournaments for sports instead of paying for a bus. Parent volunteers were required to complete the Volunteer RCMP check, Child Welfare check, provide proof of 2 million dollar Liability Insurance, and obtain a clean Drivers Abstract that was reimbursed by PAC. Parents were paid \$1.00 per kilometer to help cover the cost of fuel and additional vehicle liability insurance. Carbon School had 2 volleyball teams last year (Girls A and Boys A), with no basketball teams, so the overall transportation cost was approximately \$900.00. *Because Carbon School athletes have integrated with Dr. Elliott School for sports, and buses are provided to and from away games and tournaments, Dannel will look into the amount of student athletes playing on the Linden teams at the end of the school year and make a motion for PAC to pay for some of the sports related costs. These funds can be used to help decrease parent costs and be used towards transportation, equipment, or uniforms as Dr. Elliott sees fit.*

General Chq #1, \$40.86, September 30, 2022, Paid to Mary Ellen Longuepee

PAC Paint Night expenses

- The General Account received a majority of its funds from the volunteer participation of the Carbon Mud Stomp event that ran for 2 years. The proceeds from this event was divided between Carbon Fire Department (CFD), Carbon Lions Club, and Carbon PAC.
- Cheques are written from the General Account for things that are not on the Approved Use of Proceeds List through the Casino account.

Carbon Preschool Chq #1, \$273.00, September 30, 2022, Paid to the Village of Carbon

Carbon Preschool Inspection Fee on August 30, 2022, Invoice #IVC0012703

- Carbon Preschool is a separate entity from Carbon School and operates as its own business from October to May, however, in order to obtain the preschool licensing it needed to fall under the umbrella of the Carbon School Parent Association which has a society status. *In order to proceed with the Carbon Preschool licensing, \$200.00 was paid from the PAC ATB Financial General Account on June 23, 2022 and these funds were given as a donation for the start-up of Carbon Preschool along with the \$1.00 Member Fee on September 15, 2022 required to create*

the Carbon Preschool account at Connect First Credit Union.

- The Carbon Preschool Teacher is Holly Peever and her wage along with WCB coverage, supplies, and other associated invoices will be paid by the revenue collected for preschool registration of \$100 per month, per child.
- Carbon Preschool applied for and received grant approval for the Affordability Grant which will pay \$75.00 per month, per child for each student. Carbon Preschool parents will receive a refund in January 2023 of \$75.00 per month, for each child, for the months of October, November & December.
- Parents can apply directly for the Alberta Child Care Subsidy of \$25.00 per month, per child, so there would be 100% coverage of funds and zero cost to the parents for their child(ren) to attend preschool. If parents wish to apply for this grant, reach out to Mr. Hatch.
- A \$100.00 fundraiser cheque is required for each parent and this cheque will be destroyed if the parent(s) participates in the fundraiser(s) throughout the preschool year.
- The bank account set up for Carbon Preschool has the ability to receive or make payments by e-transfer with a 2 executive member approval process for payment transactions. A gmail account needs to be generated with the first option of carbonpreschool@gmail.com and then using the gmail account name, set up the e-transfer account at the bank. Dannel to complete these tasks.

President Report:

Mary Ellen Longuepee updated everyone on the Student & Teacher Appreciation that took place during the 2021/2022 school year.

Student Appreciation / Kindness Tree: students were asked to participate by telling the teacher if they saw another student showing kindness and also to show kindness to other students. Teachers were asked to participate by writing down on a leaf the kind gestures reported by students and also acknowledge the kind gestures they saw by students. The anticipated result was a tree overflowing with leaves of kindness that students could be proud of. The goal was for students to see their name or a friend's name on a leaf (or leaves) and it would encourage more kind gestures. Dannel stated that this was 100% Mary's idea as an initiative to anti-bullying and she was responsible for every detail of this project from crafting the tree and leaves to the kindness reward celebrating its success with treats made by Old H'Ag's and hot chocolate at the end of the school year.

Teacher Appreciation: During Teacher Appreciation week last year, PAC bought all the staff at Carbon School, including the Custodian who lived in Carbon, each a beverage and cinnamon bun along with an appreciation email sent from Carbon PAC. With the help of Mrs. Maunula, a day was selected that hosted the most staff including the Family Resource Worker.

NEW BUSINESS:

Organizational Meeting: has been postponed until October. The Organizational Meeting is set to elect the PAC executive positions including President, Vice President, Secretary, and Treasurer. It has been postponed to allow more time to reach out to parents and gain interest in filling the four (4) executive positions. A special thank you to Mary Ellen who has taken the time to speak one on one with many parents regarding the executive positions.

The Associate Principal is asked to appoint a Teacher Representative other than himself, and have a Junior High Representative present to inform PAC on what has been happening within the school from

their perspective. The Junior High Representative does not have to be the same person for each meeting.

PAC Meetings will be scheduled for the 2nd Thursday of the month. Mr. Hatch and Mary Ellen agreed that PAC Meetings should be done on a monthly basis to avoid long meetings. Dannel stated that in the past, PAC has only met 7 times throughout the September - June school year excluding December and May as they are very busy. There are 3 Tri-campus PAC meetings throughout the school year and Carbon hosts the first Tri-campus meeting in November. If needed, PAC can have a meeting following the Tri-campus meeting. Also, PAC meetings are set as the third Monday of the month and if there are changes to the meeting date then Carbon PAC must ensure it is not on the same day as the other Tri-campus PAC, so the School Trustee and Tri-campus Principal can attend. Any changes to meeting dates and frequency will need to be updated in the PAC Constitution.

Carbon School Parent Advisory Council Official Constitution: should be reviewed and updated annually by the Executive Members. Any amendments to the constitution needs to be made with a motion.

PAC Electronics: Mary Ellen asked if PAC could purchase a laptop or Chromebook to be used by the PAC Secretary to update the minutes during the meeting and for Preschool bookkeeping. Dannel to check on this and report at the next meeting.

Meeting Adjourned: 8:32 pm