

Douglasdale School Council Meeting Meeting Minutes



LOCATION: DDS & Virtually
HOSTED: Learning Commons & Virtually
DATE: 11-02-2026
ATTENDEES: Heather McKay, Monique K., Monica Nartley, Kat Thompson, Morgan Caswell, Jen Drews, Kelly, Becky B., Kathleen
TIME: 6:00 pm

I. CALL TO ORDER

Monica (president) called to order the DDS School Council meeting at **6:00 pm**

Land acknowledgment for Treaty 7 territory and the Blackfoot nations (Siksika, Piikani, Kainai), as well as Tsuut'ina, Stoney Nakoda, Métis Nation, and all who live in Southern Alberta.

II. ROLL CALL

Monica conducted a roll call.

III. APPROVAL OF MINUTES FROM LAST MEETING

Approval of [February Minutes](#) seconded by: **Becky**. The minutes were approved as read.

For parents' information: Previous minutes are on the DDS website under [Get Involved/School Council](#)

IV. SCHOOL UPDATES & STAFFING

a) Staffing changes/coverage updates:

- Mr. Young has returned.
- Mrs. Davies covered for Mr. Young; the school appreciated her and noted she has moved to Auburn Bay.
- Mrs. Serpyco is covering Grade 1 until Spring Break.
- Mrs. Haggard is expected back after Spring Break.
- Miss Dallas is on a short temporary leave; Miss Melissa (EA) is providing coverage/support.
- Province announced some schools will receive "intervention teams" funding (1 teacher + 2 EAs), but Douglas Dale was not selected.

b) Upcoming/ongoing activities:

- Fire drill and field trip occurred during Mr. Young's return week.
- Friday performance with "Canada's in the Classroom" (paid for by parent community) and families invited to attend.

V. SCHOOL DEVELOPMENT PLAN (SDP) FOCUS: WRITING (SRSD)

- CBE is not doing the school-wide parent survey this year; as a result, this meeting's feedback carries extra weight for planning.
- Presentation will be posted on the school website; link to be included in the Wednesday/Friday school messages.



- Families asked to complete a short online feedback survey after the meeting (required for Alberta Education reporting).
 - SDP overview (Year 2 of 3) remains largely consistent: instructional strategies, professional learning, structures/resources, and data-informed decision-making.
 - SRSD (Self-Regulated Strategy Development) writing approach:
 - Last year: all teachers trained; this year: no additional SRSD training needed.
 - Next year planning includes a new professional learning cycle with researchers from the University of Calgary.
 - Outcome measures and monitoring mentioned:
 - SRSD fidelity checks (observations of SRSD lesson components); reduced this year due to labour action (only one completed so far).
 - Pre/post writing samples shared with families.
- a) **Report card and leading-indicator data.**
- Student surveys (K–5) on attitudes toward writing and understanding how to improve.
 - PLC (professional learning community) deep dives into curriculum and student writing (example given of a 5-hour collaborative session).
 - Key theme from parent feedback: many students can define “feedback” but struggle to explain how they use feedback to improve writing; teachers will emphasize this in the next instructional cycle.
 - “Cheerleader vs coach” language described as a way to move students from encouragement to actionable improvement.
 - Informal indicator: some former students have contacted Grade 5 teachers for SRSD visuals while in junior high, suggesting transfer/retention of strategies.
- b) **Parent communication feedback:**
- Parents asked for clearer, more concrete explanations of SRSD (especially for younger grades).
 - Strong preference for paper-based examples coming home (e.g., before/after writing samples) and/or an infographic.
 - Idea supported: a short SRSD summary during an April council meeting (e.g., 6:05–6:15) plus sending an infographic home; repeat in the fall.
 - Question raised about whether all children feel “reflected” in the SDP; attendees felt the writing goal is broad and inclusive, and it may be too early to judge.
- VI. BUDGET, FEES, AND PRIORITIES**
- School budget shared for the year: \$2,507,989.
 - Budget is primarily staffing; “other” funds (not student supply fees) cover items like photocopying/paper and teacher-needed supplies.
 - Approximate total staffing noted as 24.1 (FTE-style figure).
 - School aims to direct as much funding as possible to staffing; council fundraising helps cover necessities.
 - Plan discussed to add some intervention support time:
 - Exploring bringing in a teacher to cover PE so classroom teachers can step out to provide targeted literacy/numeracy support for select students.



- Not enough funding for a full intensive intervention cycle like in prior years (example referenced: Ms. Lawson's concentrated cycle), but enough for a "bump."

a) **School fees:**

- Field trips vary by grade.
- In-school activities cited (e.g., Teacher's Pet, nutrition experts/meal prep sessions).
- Residencies are being funded by school council (school noted appreciation).
- Fees/spending transparency: fee breakdowns and strict reporting are available on the school website; collected fees are spent as stated.
- Priority feedback from families on council/casino spending:
- Field trips are highly valued.
- Interest in restarting lunchtime clubs (engineering/STEM/crafts) that were disrupted by strike/labour action.
- Residencies are consistently valued; interest in maintaining a balance of athletics and arts-based experiences.
- Alberta Lacrosse residency booked again and aligned with National Truth and Reconciliation Week (end of September).

b) **Fees/affordability discussion:**

- General consensus that field trip fees seem reasonable.
- Skiing fee noted (~\$109) but seen as good value; school plans not to run skiing next year to avoid asking families to pay a large fee two years in a row.
- Grade 5 team asked to think of an alternative "unique experience" for next year; suggestions included swimming week, outdoor/sleepaway camp concepts, and bouldering/rock climbing.

VII. COUNCIL/SOCIETY BUSINESS, EVENTS, AND FUNDRAISING

a) **Staff Appreciation Lunch and Stock the Pantry:**

- Happening tomorrow; theme: "Happy Appy Hour." Callie volunteered to help with cleanup.
- Teacher Appreciation Coffee/Treat Stock Pantry planned for early May (Teacher Appreciation Week).

b) **Parent Workshop**

- Parent workshop booked and paid: Thursday, April 23 with Kathy MacDonald on cyber safety (free, registration requested via QR code).
- Potential scheduling conflict identified: Mountain Park open house may be the same day; Heather to reach out to Mountain Park principal to confirm timing/details, and council to explore adjusting the workshop time if needed.

c) **Spring dance:**

- DJ booked for Thursday, March 14.
- Bottle drive currently booked alongside the dance.
- Plan to poll/vote on a dance theme (likely via Grade 5, and potentially whole-school class voting with a shortlist).

d) **Food truck night:**

- Date not finalized; suggested targets were June 11 or June 18 (avoiding June 25 due to last day of school on the 26th).



- Considerations included report card workload timing, and prioritizing availability/quality of food trucks.
 - Food truck night framed as community-building rather than a major fundraiser (Kona Ice noted as potentially the only truck that pays a percentage back).
 - Interest in adding Indian cuisine and/or halal-friendly options; last year's lineup referenced (Dogfather, Kona Ice, taco truck).
- e) **Bottle drive discussion:**
- Team debated whether to do bottle drives on both dance night and food truck night; leaning toward doing just one for "bigger bang for your buck."
 - Need better signage/clear bags/volunteer presence to prevent bottles/cans being left around.
 - Suggested recruiting volunteers specifically for bottle-drive cleanup/sorting.
- f) **Fundraising updates – Skip the Depot & Benevity:**
- No updates – still open for fundraising.
- g) **Rain barrel fundraiser launching soon:**
- Social media promotion underway; a single launch email planned (mindful of mailing list guidelines), including outreach to past fundraiser purchasers.
 - Delivery target: May 28 if minimum order is met.
 - Logistics under discussion: where delivery truck unloads (staff lot chain/grass area suggested), volunteer staffing, and pickup window (approx. 3–6 pm).
 - Home delivery option is available (~\$10–\$20/barrel) and may be encouraged for small vehicles.
 - Need clear expectations for unclaimed barrels (limited/no storage space; encourage arranging pickup or delivery).
- h) **Read-a-thon planning to start; Jen to connect with Heidi over Spring Break.**
- Raffle/casino licensing: Jen to walk Danielle through the raffle license process when Danielle returns (not needed until close to the date).
- i) **Upcoming roles/AGM:**
- Society president (Jen) will be leaving.
 - Secretary role (Kat) will also need filling.
- j) **Group encouraged to invite more parents to council meetings.**
- Ideas to boost April meeting attendance included a "dance package" incentive (tickets/parking/canteen gift card or themed basket), with eligibility for in-person or online attendees.

II. ADJOURNMENT

Monica adjourned the meeting at **6:57**

Minutes submitted by: **Kat Thompson**



Douglasdale Parent Council Meeting Minutes

LOCATION: DDS - Library
HOSTED: In-Person and Virtually
DATE: 11-03-2026
ATTENDEES: Heather McKay, Monique K., Monica Nartley, Kat Thompson, Morgan Caswell, Jen Drews, Kelly, Becky B., Kathleen
TIME: 6:57 pm

I. CALL TO ORDER

Monica (co-chair) called to order the DDS School Council meeting at **6:57pm**.

II. ROLL CALL

Monica conducted a roll call.

III. APPROVAL OF MINUTES FROM LAST MEETING

Approval of [February Minutes](#) seconded by: **Heidi**. The minutes were approved as read.

For parents' information: Previous minutes are on the DDS website under [Get Involved/School Council](#)

IV. FINANCIAL REPORT

a) Treasurer's update:

- Treasurer report shared (Danielle not present).
 - (1) General account: \$9,584.88
 - (2) Casino account: \$87,549.14
 - (3) Charity Account: \$388.00
- Casino fundraising tentatively in Q1; exact dates to be confirmed in summer.

b) Other Business

- Post-meeting discussion: CBE guidelines limiting "fun lunches" due to equity concerns.
- Noted that other schools may be operating differently unless a concern is formally raised.
- Heather to ask at a directors' meeting about whether there's a formal channel for feedback on the guideline.
- Clarification discussed that restrictions relate to food/consumables during school hours; after-hours events (like the dance) can sell food.

c) Suggested Action Items

- Share and collect responses to the online post-meeting feedback survey (required for Alberta Education reporting).
- Post/link the SDP presentation on the school website and include it in upcoming Wednesday/Friday school messages.
- Send home SRSD infographic/paper explanation and provide a short SRSD overview segment at an April council meeting; plan a similar intro/refresher in the fall.
- Develop Grade 5 alternative experience options for next year (non-skiing) and bring proposals back for discussion.



- Reach out to potential residency providers (STEM and arts-based) and return with options for parent input.
- Confirm Mountain Park open house details for April 23 and adjust cyber safety workshop timing if needed (coordinate with Kathy MacDonald).
- Poll students (starting with Grade 5) and run a class vote to choose the March 14 spring dance theme.
- Finalize food truck night date (consider June 11 vs June 18) and confirm truck lineup, including Indian and/or halal options.
- Decide whether the bottle drive will be tied to the dance only, and organize signage/clear bags/volunteers to reduce litter and improve sorting.
- Launch rain barrel fundraiser communications (social + one-time email) and finalize delivery/pickup logistics for May 28 (including volunteer plan).
- Coordinate read-a-thon planning with Heidi over Spring Break.
- Jen to walk Danielle through the raffle license process upon Danielle's return.
- Recruit candidates for upcoming AGM openings (society president and secretary)

V. ADJOURNMENT

Monica adjourned the meeting at **6:58**
Minutes submitted by: **Kat Thompson**