

# ROYAL OAK SCHOOL COUNCIL

*Our mission is to foster the well-being and effectiveness of  
our school community and to enhance school learning.*



## **Royal Oak School Council Meeting February 4, 2026 @ 6:30pm MINUTES**

### **Attendees:**

Michelle Ryskamp, Principal	Nadine Duque, Assistant Principal
Erin MG, Co-Chair	Bethany S, Volunteer Coordinator
Rachel D, Spirit Wear	Tiffany M, Key Communicator
Lissa S, Special Events	Carolyn B, Special Events
Colleen K, Fundraising	Carlynn V
Grade 3 Team	

Virtual attendees: Iryna (disconnected due to sound issues)

### **1. Welcome & Call to Order at 6:30pm.**

### **2. Principal's Presentation**

- a. Acknowledgement of the Land
- b. Gratitude: Thank you to the School Council and Fundraising Society for ongoing support. Thank you to volunteers for Fun Lunch and Snack Day. Thank you to the board game night volunteers.
- c. Grade 3 Team Presentation: Alberta Land & History, Indigenous & Metis history; math – geometry, shapes, addition & subtraction strategy, number lines, explosion math, teaching various strategies as students tend to lean on one only, parallel & perpendicular lines; writing – convey understanding & ideas, non-fiction writing, biographies, autobiographies; science – matter, living things, energy, earth; reading – decoding and comprehension, non-fiction, scavenger hunts
  - o Using a larger inquiry to tie across all areas of learning (E.g. Olympics, landmarks)
  - o Field trips – World Women's Curling Championships (March), Aggie Days (April 15), Glenbow Ranch (May 26)
    - i. Parent gratitudes for grade 3 team
- d. Staffing Updates
  - o Flexible groupings (5 - 6 students); targeting learning needs with smaller groups using Ms. Webber's extra

- Professional learning/PD for teachers (E.g. nature play, Ozobots & Robotics, oral literacy, curriculum planning, inquiry-based learning); prioritized school budget for substitute teachers for half-days so teachers have access to PD
- Mrs. Plaxin on leave; Mrs. Laree for month of February
- e. Student Updates
  - Round 2 Alberta Education Early Year Assessments (Jan 19-Feb 6)
  - Wonder Hour # 3 (Feb 20)
  - Residencies (Lacrosse in April)
  - Nature Play Residency – re-booked for March through May
  - Student Enrollment:
    - i. Enrollment up to 576 in Jan 2026; Grade 4 highest class sizes (27-28)
  - February Kindness Month
    - i. “Kindness is My Superpower” Book, Pink Shirt Day, letters to the community & surrounding businesses, Grade 2 Stuff-a-Sock campaign for the Calgary Drop-in to encourage leadership & volunteerism; goal is to fill 125 socks with donations from the community (E.g. toothbrushes, personal care items, men & women’s underwear)
- f. Upcoming Dates - Highlights only:
  - Mission Impossible April 13 - 16
  - Monthly Wonder Hours
  - Spring - Field Trips ramping up
- g. Royal Oak School Instagram Launched
  - Account: royaloakschoolcbe
  - Parent concern about photo release/use of children’s photos; goal will be not to use children’s images; parent permission will be requested (E.g. games night).
- h. Parent Inquiries
  - Sidewalk snow clearing - near playground/next to gate concerns; grey area because CBE (school sidewalks) or Honeywell (City)
  - Interest in opportunities for students to learn about different cultures/connection to curriculum (E.g. New year’s celebrations next month)

### **3. Approval of Agenda and Previous Minutes**

- a. Previous minutes: <https://royaloak.cbe.ab.ca/school-council> motion to approve by Lissa, seconded by Miranda. All in favor, none opposed, motion passed.
- b. February Agenda: motion to approve by Rachel, seconded by Juliet. All in favor, none opposed, motion passed.

#### **4. Chair Report - Glenda (away) & Erin**

- a. Stampede Breakfast booked for May 19th; connecting with William D Pratt; event takes place near basketball courts; coordinating volunteers
- b. School Trustee (Jenny Regal) to attend May 6th meeting; May 6th is also AGM
- c. ROS Council Events and Important Dates document in Council Google Drive → *Yearly Events & Important Dates Overview* Folder; plan for remainder of year at next meeting

#### **5. Treasurer's Report - Laura**

- a. Current balance of \$10,467.85, an increase of \$353.16 from the last statement.
- b. We paid out \$309.99 for the last of the Winter Dance expenses, \$26.29 for volunteer appreciation, and \$155.43 for board game night gym rental.
- c. We had a net profit of \$225.00 from the Cobs fun snack and \$401.29 from the Subway fun lunch minus \$49.95 for bearpaws restock. We received \$268.53 in board game night admission donations and, subtracting all costs, the event resulted in a net profit of \$16.10.

#### **6. Key Communicator Report - Tiffany**

- a. COSC Meeting Jan 21 - Minutes via Whatsapp; Tiffany needs access to Google Drive for uploading
- b. Fundraising Society Page (<https://royaloak.cbe.ab.ca/parent-society>); Tiffany will follow-up with Miranda & Michelle for edits
- c. RRRO View - February (Literacy Month), March (Glenda & Fun Lunch Program Spotlight), April (Lissa & Special Events Spotlight; final fundraising numbers will not be in for April but made over \$2370 last year for literacy month).

#### **7. Committee Updates**

- a. Fun Lunch - Glenda
  - Pretzels Snack (Feb 6)
  - Panago (Feb 24)
  - Subway (Mar 17)
- b. Hug & Go - Candis - no updates
- c. Spirit Wear - no updates
- d. Events
  - Board Game Night Wrap-Up: good attendance; some no shows but several walk-ins; a number of board games in Council's possession may be able to sell at book sales; feedback form for people who attended; Bethany will link survey via Sign-Up Genius
  - Literacy Month - March: packages will be finalized with Lissa and Carlynn next week; moved publications into Canva for future years; Tim Horton's will support class prizes for most read with donut parties; ROCA waiting;

Little Red Reading Van waiting; one-pager for teachers on literacy month; week before go in classrooms to talk about; Rachel - Instagram posts for literacy month

- Kindness cards - Tim Horton's, ROCA, Red Swan Pizza
- Book Sale - 2 volunteers needed each shift; student conferences (Thurs evening & Friday)
- Fresh Fruit Friday- March 6 & May
- Staff appreciation
  - February - Kindness month: teacher posts/notes for families to take ownership at home; around Valentine's Day
  - March - parent/teacher conferences - potluck or pizza for teachers

## 8. Funding Requests

- a. Grade 2 Stuff-a-Sock Campaign: \$250-\$300; can use a portion of curriculum budget; Erin motion to approve; seconded by Rachel; all in favor & none opposed. Motion passed.
- b. Fresh Fruit Friday: \$250 requested; Lisa motion to approve; Miranda seconded; all in favor & none opposed. Motion passed.
- c. Jeff Stockton - storyteller & harpist; oral stories/drama/plays harp; Michelle & Nadine reached out; budget in mind of \$1,000 (money raised via literacy month)

## 9. Volunteer Updates

- a. Volunteer Summary & Thank You's
  - i. **Thank you to the volunteers that helped out with our 24 events in January** - Hug & Go, Fun Snack, Fun Lunch, and Games Night. We had FOUR people volunteer for the first time this year!
  - ii. So far this year we've had 67 volunteers at 15 events!
- b. Upcoming volunteer opportunities
  - i. Fun Lunches - SignUp live for February
    - Feb 6 - Pretzels snack (4/8 spots filled)
    - Feb 24 - Panago lunch (5/10 spots filled)
    - Mar 17 - Subway lunch (3/10 spots filled)
  - ii. Nature Play – March 30; Bethany needs schedule; teachers reviewing
  - iii. Class Photos in May (2 volunteers; TBD)
  - iv. Stampede Breakfast in May - joint effort; Erin will connect Bethany with Kate from William Pratt; William Pratt cooks; ROS helps hand out food; may be some logistical concerns for parents with young children
  - v. Bethany needs to be added to the Google drive
- c. Volunteer of the Month
  - i. Congratulations to January's volunteer of the month, **Suhyun C!** Suhyun has a child in Grade 3 and has contributed her time by volunteering at the Terry Fox Run and many Fun Lunches and Snacks! Suhyun says that one thing

she enjoys about Royal Oak School is “its welcoming and supportive community, and how families and staff work together to create a positive environment for students.”

Thank you Suhyun for being part of our volunteer community!

## **10. Open Positions**

- a. Fun Lunch Coordinator/Team
- b. Special Events Committee Volunteer Opportunities
- c. Staff appreciation lead/team
- d. Dance/Year End Event

## **11. New Business**

- a. Additional Parent Concerns/New Business
  - Math literacy luggage; circulation TBD; waiting on cataloguing
  - Recognition ideas for departing Council volunteers
- b. Trifold for volunteer features at student conferences; Miranda will coordinate
- c. Planning ahead for remainder of year - Dance, Carnival, Grade 4 Farewell - Erin & Glenda will meet to develop a draft calendar
  - Concerns over dance/capacity for multiple events/recency of winter dance
  - Dance brings in revenue but carnival does not; budget does not require another dance fundraiser this year
  - Last year carnival replaced Grade 4 BBQ held in previous years; intended to be more inclusive and so more families can attend after hours
  - Carnival - would need to book; \$2,300 motion to approve by Carolyn and seconded by Lissa; all in favour; none opposed. Motion passed.
  - Wait until March to finalize dance; but \$700 should also be approved in advance for booking if needed; motion to approve by Carolyn and seconded by Miranda; all in favor; none opposed. Motion passed.
  - \$1,600 budgeted for Grade 4 gifts (138 students) and for pizza.
  - Grade 4 assembly hosted by school.
- d. Include social media (E.g. Facebook & Instagram) as ongoing updates under Key Communications
- e. Immigration literacy - resources for teachers; Leila will share with Michelle

## **12. Next Meeting - March 4, 2026 at 6:30pm**

## **13. Meeting Adjourned at 8:02pm.**