

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 Sept 10th @ 6:30pm ROS Staff Room MINUTES

Attendance:

Michelle Ryskamp, Principal
Glenda H, Co-Chair
Laura O, Treasurer
Bethany, Volunteer Coordinator
Lissa S
Marion O
Leila S
Kassandra A

Kim Dawson, Assistant Principal
Erin G, Co-Chair
Carole W, Secretary

Doreen	Colleen K
Tiffany	Candis M
Rachel D	Miranda G

Virtual:

Brent S	Gurpreet	Carmen C	Jade O
Yori H	Baba	Laureen P.	

1. **Welcome & Call to Order** by Glenda at 6:31pm.
 - a. Introductions of Principal, Assistant Principal, Council and attending members.
2. **Principal's Presentation**
 - a. **Acknowledgement of the Land**
 - b. **Gratitude:** thanks to Council for providing funds to purchase fans for each classroom, for volunteers who have already helped out, to Council members who facilitated Coffee and Kleenex for the Kindergarten families and to all involved in the Picnic in the Park coming up on Friday.
 - c. **Staffing Updates:**
 - i. Unfortunately enrollment is below projections and this means that the decision had to be made to collapse one of the Grade 4 classes - announcements were sent out this evening to all Grade 4 families (though it seems that there may have been an issue with SchoolMessenger as Grade 4 parents present at this meeting report not receiving this email). Projected for 585 from last year, but real numbers currently are 556. Grade 4 class sizes

will shift from 20-24 students to 27 for each class. Ms Hatch will be moving to another school shortly.

- ii. There will be 8 lunch supervisors (down 1 from last year).
- iii. 7 Ed Assistants (ranging from 15-25 hours/week).

d. Student Updates:

- i. As per staffing updates, changes to Grade 4 structure.
- ii. The Power of Us: Who are we at Royal Oak School. See ROS CBE website for more details on our vision.
- iii. New Curriculum - starting the new K-6 Social Studies curriculum this year.
- iv. Three Pillars of Care: Care for Myself, Care for Others, Care for This Place (thanks to Carlynn for providing the design for this new graphic).

e. Upcoming Dates:

- i. Sept. 12, 2025: 5:00 –8:00pm School Council Welcome Back Picnic in the Park at RRROCA
- ii. Sept. 15, 2025: Grade 1 –3 Alberta Education Early Years Assessments begin
- iii. **Sept. 18, 2025:** - Meet the Teacher/ Open House
- iv. Sept. 26, 2025: Orange Shirt Day and Assembly (hosted by Grade 2's)
- v. Sept. 29, 2025: Non-Instructional Day – No school for students
- vi. Sept. 30, 2025: National Day of Truth and Reconciliation – No School
- vii. Oct 1, 2025: Nature Play Residency Begins
- viii. NOTE: Oct 6 begins Teacher Strike Action if no agreement can be reached before then
- ix. Oct. 8, 2025: Individual Student Photo Day

3. Approval of Agenda and Previous Minutes & Renewal of Council for 2025

- a. Previous minutes: <https://royaloak.cbe.ab.ca/school-council> Motion to approve Agenda and Minutes by Miranda, seconded by Colleen with amendments, none opposed, motion passed.

4. Chair Report - Glenda & Erin

- a. Huge thank you to RRROCA for their generous support (Grade 4 farewell gifts, donation to Literacy Month, Carnival and Picnic in the Park).
- b. School Council Report submitted Aug 30th, 2025

5. Treasurer's Report - Laura

- a. Current Balance: \$9, 704.08 (no change from the year-end statement from end of 2024/2025 school year).
 - i. We need to spend ~\$5,500 this year to spend the money on the students that was raised by those students!
- b. A cheque has already been sent to the school for \$200 to cover our photocopying costs for the year, per the bylaw.
- c. Upcoming school year budget:

- i. planning to run a minimum of 15 fun lunch / fun snack events at \$300 average profit per event, a halloween dance and spring dance each with anticipated profits of \$300, literacy month read-a-thon and book sale with an estimated total profit of \$1600, and miscellaneous donations such as from RRROCA or YYC Food Trucks from the picnic and year-end celebration of \$800. All of these are conservative projections based on last year's actuals.
- ii. We're aiming to spend \$5,500 more than we expect to raise this year to bring us down to a planned year-end balance of \$4,000. This balance allows us flexibility to pay for events up front before we receive payments but to use the funds we had leftover from last year while the most possible students who raised those funds are still in the school.
- d. Previous Year End Statement - only reduced by \$200 to Judy for Council photocopying (per bylaws)
- e. Overview: Looking to spend \$13, 000, bring in \$5,000 this year
- f. Approval of the Budget - Motioned by Miranda, seconded by Kasandra. None opposed, motion passed.

6. Committee Updates

- a. Fun Lunch - Glenda: starting Fun Lunches shortly! Looking for a consistent day to hold these lunches (perhaps 2nd Tuesday of each month) and some snacks (Fridays - to allow for K participation)
- b. Hug & Go - Candis: currently just Candis and one other volunteer managing morning and afternoon pylons. Discussion regarding cost of large "No Parking" pylons (\$133 each) vs tall orange pylons (\$50). Michelle has some access to ordering signs/pylons through CBE.
 - i. Request to increase funding to purchase 3 "No Parking" signs for a total of \$500 to include shipping and taxes. Motioned by Carole, seconded by Kasandra. None opposed, motion passed.
- c. Events
 - i. Picnic in the Park - September 12: Welcome back to School! Join us at RRROCA, bring your dinner or purchase from Food Trucks (a portion of sales are returned to ROS Council!) and mingle with your school community. We are hoping for a visit by the Fire Department and there will be a raffle prize.
 - ii. Staff Appreciation -September 18: "snack style" meal for the teachers
 - iii. Terry Fox Run - September 19th: In conjunction with WD Pratt.
 - iv. Proposed Halloween Dance - Oct 23 & 30: Due to potential for a Teachers Strike, more information is needed regarding the ability to continue to hold the dance in the gym (rental through City of Calgary) if strike action is in progress. Erin will look into this. Carolyn is looking for more volunteers to join the planning committee. Email ROS Council at roschoolcouncil@gmail.com for more information.

7. Funding Requests - Erin

- a. Speaker/microphone for council events - \$500. Motioned by Erin, seconded by Glenda. None opposed, motion passed.
- b. Holder for our school council information postcards - \$30. Motioned by Carole, seconded by Erin. None opposed, motion passed.
- c. September Staff appreciation (meet the teacher evening) - \$300 for snacks. Motioned Juliet, seconded by Carole. None opposed, motion passed.
- d. Terry Fox popsicles - \$250 - previously approved.
- e. Halloween Dance - \$2,000. Motioned by Miranda, seconded by Glendra. None opposed, motion passed.

8. Volunteer Updates - Bethany

- a. Volunteer Summary & Thank You's
 - i. Coffee & Kleenex
 - ii. Hug & Go
- b. Review of volunteer process - at the beginning of every school year, prospective volunteers need to fill out the Annual Volunteer Registration form (on PowerSchool). If PIC is current (within 5 years), the school admin will approve and you will be notified. If not current, school admin will email you with further instructions. The current estimate is approximately 2 months for new PICs.
- c. Upcoming volunteer opportunities (Terry Fox Run, School picture day, Halloween dance)
- d. Volunteer of the Month - will resume this year. All volunteer sign ups (via SignUp Genius) will be entered into a month's draw for a \$20 gift certificate to the location of the winner's choice.

9. Open Positions

- a. Special event committee volunteer opportunities
 - i. Staff appreciation - see SignUp Genius coming soon.
 - ii. Dances -see SignUp Genius coming soon or email roschoolcouncil@gmail.com or rosvolunteers@gmail.com
 - iii. Jacket Racket - easy to set up, mostly needed for taking donations to the receiving site.
 - iv. Board game night
- b. Staff appreciation coordinator - option to break these into individual events - Miranda will take on the Christmas event - other events TBD.
- c. Key Communicator - one volunteer position open for 2 meetings each school year, attend, take notes and report back to Council
- d. Community News Letter - write up an ROS summary (due by the 5th of the month) to be distributed to community members in the monthly news letter..

- e. Fun Lunch Coordinator for 2026/2027 School year - now's the time to buddy up with Glenda to learn about this role - this is one of our key fundraisers and the students love these events. Glenda will be moving on from ROS next year, so this role is critically needing to be filled, ideally by a member who will remain at ROS for several more years, but all interested members are welcome.
- f. Co-Chair position will be coming available for the 2026/2027 school year - get involved to learn the ropes now to Co-Chair next year.

10. New Business

- a. Additional Parent Concerns/New Business
 - i. "Mud Hill" Update - no news yet - nothing scheduled for this fall at this time but also "we haven't been told no".
 - ii. UR Strong Renewal - teachers are familiar, do not feel the need to renew this year.
 - iii. RRROCA casino coming up!! Still needing approximately 11 more volunteers - they are big supporters of ROS and also help to fill our casino volunteer spots, this is a great way to share our community spirit.

11. Next Meeting - October 1st, 2025 at 6:30pm

12. Meeting Adjourned at 7:42.