

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 March 4, 2026 @ 6:30pm MINUTES

Attendees:

Michelle Ryskamp, Principal	Colleen K., Fundraising	Laura O., Treasurer
Nadine Duque, Asst. Principal	Erin MG, Co-Chair	Lissa S., Special Events
Grade 4 Team	Glenda P., Co-Chair	Marion M.
Bethany S., Volunteer Coord.	Iryna K.	Miranda G., Fundraising
Candis M., Hug & Go Coord.	Jenn L.	Rachel D., Spirit Wear
Carlynn V.	Juliet M.	Tiffany M., Key Comm.
Carolyn B, Special Events	Kam S.	
Carole W., Secretary	Katie S. (virtual)	

A. Welcome & Call to Order at 6:30pm.

B. Principal's Presentation

- a. Acknowledgement of the Land
 - i. Grade 1 team created a land acknowledgment for Pink Shirt Day.
- b. Grade 4 Team Presentation
 - i. Social Studies – new curriculum piloting this year; Canadian government focus; formation of colonies/country; responsible citizenship; oral language & dialogue skills; Indigenous origins & Treaties
 - ii. Science – energy focus; inquiry, hands-on investigation, oral language; outer space unit in April
 - iii. English Language – use of idioms, puns, metaphors & similes, improving oral language & writing skills
 - iv. Math – 10 fluency skills of math
 1. Overall Goal: preparing for middle school; independence; organization, building stamina
- c. Gratitude: Thank you from Grade 2 team; surpassed goal of 125 socks! Thank you to literacy team for setting up classrooms. Thank you to fun lunch volunteers & to volunteer coordinator.
- d. School Development Plan (SDP)
 - i. Action plan for improving student learning. Staff, students, councils & parents give feedback that guides the plan. SDP informs school fees.
 - ii. Staff implements goals in action plan and improves visibility to parents; guides instructional strategies & learning.

- iii. Overall outcome: reading comprehension & focus on oral language skills (includes vocabulary, language structures, verbal reasoning); last year was more focused on vocabulary; this year is broader
- iv. Outcome measures: Provincial early year assessments; identify student growth opportunities; report card stem data; OurSchool Survey (grade 4); CBE Student Survey (grades 1-3), perception data (teachers), etc.
 - 1. Helps identify students who need additional supports (E.g. decoding skills in reading comprehension)
 - 2. Ms. Webber increased support staff time
 - 3. Identify at-risk students in Kindergarten
 - 4. Ms. Mann helping EAL Level 1 & 2
- v. Three Pillars
 - 1. Learning Excellence Actions: includes oral language skills; using technology to support EAL; loose parts; re-telling; high quality literature, metaphors & similes, verbal reasoning
 - 2. Well-being: student choice, students understand next steps in their reading goals, growth mindset
 - 3. Truth & Reconciliation, Diversity & Inclusion: culturally diverse texts, student identity & heritage, technology to support literacy, talking circles, intentional time on land
- vi. Professional learning: CBE literacy framework, CBE scope & sequence documents, additional frameworks/guides (E.g. well-being, Indigenous)
- vii. Structures & processes: collaborative grade team planning; school learning team for identifying & supporting students who need more support; professional learning community
 - 1. School-wide theme: How do we learn & live well together?
- viii. Several resources (E.g. D2L Brightspace SEL for well-being; targeted lessons if students do not feel connected; EAL students additional assessments needed; CBE assessments & reporting, evidence-based, UFLI, Words Their Way, Strive for Five)
 - 1. Parent/caregiver concerns – spelling & reading challenges with students; E.g. some feedback from WDP students w/ spelling issues in Grade 6
- ix. School Budget: \$3,559,852 based on Sept. enrollment (555); now at 575; based on student projections (RAM: Resource Allocation Method – equity factor method)
- x. School Fees: necessary when costs & activities exceed available funds (E.g. field trips, music equipment, physical education residencies, etc.) vs. central collection fees (E.g. transportation, noon supervision, student supplies)
 - 1. See CBE School Fee Guide online for more info (E.g. maximum amount per fee)

xi. Feedback Survey – [ROS Planning Meeting Evaluation](#)

C. Approval of Agenda and Previous Minutes

- a. Previous minutes: <https://royaloak.cbe.ab.ca/school-council> motion to approve by Carole, seconded by Jenn. All in favor, none opposed, motion passed.
- b. March Agenda: motion to approve by Erin, seconded by Laura. All in favor, none opposed, motion passed.

D. Chair Report - Glenda & Erin

- a. \$500 Alberta School Council Engagement grant (increase engagement with school; funded by AB gov't): two ideas 1. Devon from Nature Play give talk about learning outside; 2. Parent library
 - i. Use of gift card; motion to approve by Laura; seconded by Miranda. All in favor, none opposed, motion passed.
- b. Review of remaining events./important dates for school year
 - i. Volunteers for next few months will be needed; calendar to cross-post on Facebook & Instagram for parents/guardians/caregivers
 1. March: literacy month, library, Fresh Fruit, staff appreciation (March 19)
 2. Spring Dance (April 23)

E. Treasurer's Report - Laura

- a. Current balance of \$10,606.85, an increase of \$139.00 from the last statement.
- b. We paid out \$241.89 for the Stuff-a-Sock initiative and \$20.00 for volunteer appreciation.
- c. We had a net profit of \$400.87 from the Saucy Bread fun snack (yay pretzels!) and a whopping \$0.02 in interest earned!

6. Key Communications - Tiffany & Rachel

- a. COSC Meeting April 22
- b. Fundraising Society Page Updates (ROS website) – Michelle updated
- c. RRRO View - March (Glenda & Fun Lunch Program Spotlight), April (Lissa & Special Events Spotlight; May (vacant); June (vacant)
- d. Instagram & Facebook – read-a-thon prizes Chapters gift cards (email council or tag on social media); 113 followers Instagram

7. Committee Updates

- a. Fun Lunch - Glenda
 - i. Subway (Mar 17)
 - ii. 4/5 dates set for rest of year; vendors pending
 - iii. A few people interested in fun lunch volunteer coordination
- b. Hug & Go – Candis

- i. Pylon street placement – no parking areas; need to remove pylons for street cleaners; only two volunteers for previous Blitz’ available; 7-8 pylons; some sandwich signs available
 - ii. Parent/caregiver concerns – crosswalk safety and visibility
 - iii. Post-Spring Break volunteer presence – Candis & Tiffany will connect
- c. Spirit Wear - Rachel – no updates
- d. Events
 - i. Literacy Month - March
 - 1. Read-a-thon underway; \$275 raised so far!
 - 2. Calgary Library event (March 5) - everyone welcome
 - 3. Book Sale (March 19 & 20) – need used books & puzzle donations
 - 4. Dress-up as favorite character/author (March 13)
 - ii. Fresh Fruit Friday (March 6 & May) – need volunteers; after drop-off Friday a.m.
 - iii. Staff Appreciation
 - 1. March 19 (Teacher Appreciation Meal); \$1250 budget remaining; request to spend \$600; motion to approve by Erin, seconded by Rachel seconds. Miranda & Jenn will lead.
 - 2. April 23 (Admin Professionals Day)
 - 3. May 1 (National Principals Day)
 - iv. Spring Dance (April 23); looking for committee members
 - v. Grade 4 Farewell (date?); looking for lead planner & committee members
 - vi. Volunteer Tea (June 12)
 - vii. End of Year Carnival (June 25); looking for committee members

8. Funding Requests

- a. No others.

9. Volunteer Updates

- a. Volunteer Summary & Thank You's
 - i. Thank you to the volunteers that helped out with our 2 events in February- Fun Snack & Fun Lunch.
 - ii. So far this year we’ve had 67 volunteers at 17 events!
- b. Upcoming Volunteer Opportunities
 - i. Fun Lunch
 - 1. Mar 17 - Subway lunch (4/10 spots filled); social media push
 - ii. Book Sale (March 19 & 20) - Sign-up to go up this weekend; volunteers needed
 - iii. Nature Play (March: 42/76 spots filled)

- iv. In April/May we will also need volunteers for: class photos (April 14), spring dance (same sign-up as last time), fun lunches and snack, stampede breakfast, bike & roll, sports day & year end carnival!
- c. Volunteer of the Month
 - i. Feb/March draw because of low volunteer demands in this period and high volunteer demands in the spring!

11. New Business & Additional Parent/Caregiver Concerns

- a. None.

12. Next Meeting - April 1, 2026 at 6:30pm

13. Meeting Adjourned at 8:54pm.