

**West Dover School Council**  
**Meeting Minutes**  
**March 11, 2026**

**In attendance:** Lana Christmas, Christine Cahoon, Melissa Coffyne, Ariana Kippers, Becky Anscombe, Michelle Rothwell, Andy Shannon, Roy Strum, Clara Devos, Melissa Lim, Justin Holland, Susan Vukadinovic.

1. **Call to Order:** 6:05pm
2. **Approval of Agenda:** 1st Christine Cahoon; 2nd Melissa Coffyne
3. **Approval of Minutes:** 1st Christine Cahoon; 2nd Melissa Coffyne
4. **Norms and Protocols:** Ariana reviews the meeting norms: Join in, respect every voice, keep students at the centre, work together and stick to the agenda.
5. **Celebrations:** Roy celebrates having a special guest, Trustee Vukadinovic at our meeting this evening, and celebrates the fundraising efforts of the Parent Association. Becky celebrates the snow that fell in time for cross country skiing. Clara celebrates the successful Be Brave hockey game and all the talk amongst teachers on where they want to go next. Miss Lim celebrates having a new student who previously was in a regular classroom - the group discusses the limited space available for students who need extra support.
6. **Teacher Update:** EES (Enhanced Educational Supports) teachers Miss Lim and Mr Holland introduce themselves and present the great work and achievements of their students. Each class has nine students with various developmental delays, along with a teacher, three EAs and a lunch supervisor. The teachers show a talker/device and other visual aids that help their students build literacy and communicate their needs. The group is shown a video showcasing their field trips, neighbourhood walks and classroom experiences. These students enjoyed visiting We Rock the Spectrum and would like to go again, and recently visited the local fire station. The group talks about the limited space in EES and learns there are only 27 CBE schools and 457 students in this program.
7. **Guest Speaker:** CBE Trustee Susan Vukadinovic introduces herself and shares what her role is as a Schoolboard Trustee. Susan has been wards 8 & 9's trustee since 2021 and this is her second term. Her wards include 42 schools and covers a large area with various complex needs. The three main duties of a trustee are Oversight (academics, school maintenance, welcoming environment), Advocacy (bringing concerns and student needs to the MLAs/Minister of Education and Childcare) and Community Outreach (attending graduations, events, council meetings, answering questions, etc). Susan believes the CBE has a strong education system despite the below average funding. Other topics discussed:

Property maintenance is based on priority according to age or condition and the AB government has not approved more funding for maintenance. Space and modernization in many schools is needed. A 600 student capacity school will be built in Kensington for students with neurodiverse and other complex needs. The group discusses the ASCE \$500 grant and its limitations - Susan would prefer if this grant didn't have so many restrictions and could be used for things such as a BBQ. Many school councils have difficulties finding ways to spend this money and some pool their grants to pay for expensive guest speakers. Susan recommends speaker Jody Carrington.

## 8. Reports:

### a. Chair Report:

- i. **Playground Renewal Committee** - Ariana created posters to recruit members with a link to a survey but cannot log into the West Dover Parents email address to access and review them. She will extend the recruitment period to April and will ask Katie Dalton to grant her access to the email account.
- ii. **ASCE Grant** - Miss Jo Phillips has a 90 minute online seminar on social media safety and gaming which can be recorded. The time is flexible, starting anytime between 4:30 and 8pm. The cost is \$700. The group decides to book Miss Jo for the end of April and in the evening when more parents can attend. The group will decide how to pay the extra \$200 at a later date.
- iii. **COSC Symposium** is on April 25 in Edmonton or online. Chris will attend online.
- iv. **YYC Neighbourhood Grant Program** - Ariana shares any citizen can apply for a \$1000 grant for community events or programs.

### b. Principals Report:

- i. **Report Card grading** - Roy summarizes the difference between 1, 2, 3 & 4 with 1 indicating not meeting, 2 at grade level, 3 has a good understanding and 4 has an excellent understanding.
- ii. **Casino Funds Survey** - the group participates in a survey asking to prioritize spending. Categories are field trips/transportation, whole school experiences, learning resources, library book replacement, classroom resources and 'other'. Field trips and learning resources are the group's top picks, and shares that as per the AGLC, casino funds cannot be used for library books.
- iii. **School Development Planning** - What are the values that guide our decisions at West Dover School: Achievement, Equity, Wellbeing and Students Come First. Roy

shares samples of grade 1 math improvement and explains how targeted intervention has helped increase student understanding.

**c. AP Report:**

- i. **Smudging** - The teachers participated in a smudging with Miss Bobbie on their last PD Day and were very engaged and interested in this experience. They felt a great sense of community. They would like to have their own smudging boxes which include two books and medicines incl. tobacco. The ATA has given a grant for \$2000 for these boxes and the committee is looking into a garden grant. There will be a CommuniTea in May with invitations going to all of our Indigenous families and June is Indigenous History month. The teachers also discussed a possible whole school field trip to a Pow Wow.
- ii. **Sensory Room** - grants received to upgrade this room and installation has started.
- iii. **Be Brave Game** was a success and future whole school field trips are being discussed. Head Smashed In Buffalo Jump could be an option.
- iv. Teachers are looking into class field trips.
- v. **Parent Teacher Conferences** - March 19 & 20. Each student should have three pieces of work on their desk for parents to see.
- vi. **Grade 6 Farewell** - June 25, four possible themes the students will vote on.
- vii. **Carnival Update** - will take place on June 11 with the Rotary Club BBQ booked. The carnival will be similar to last year with school and council partnership.
- viii. Autism Acceptance and Awareness month is in April.
- ix. Asian Heritage month is in May.
- x. Outdoor school for grade 6 is in June.

**d. Parent Association Report**

- i. **Fundraisers** are all halted for the time being
- ii. **Treasury update** - last available balance is \$5662.40 in the general operating account and \$92,557.70 in the casino account.
- iii. **Hotdog Day** - the association voted to approve \$200 for a hotdog day in May. May 29th is chosen.

**9. Next Meeting:** April 8, 2026 at 6pm, West Dover Learning Commons

**10. Meeting Adjourned:** 7:45pm

Notes prepared by Lana Christmas, West Dover School Council Secretary