

**West Dover School Council**  
**Annual General Meeting**  
November 19, 2025

**In attendance:** Lana Christmas, Christine Cahoon, Andrew Shannon, Eva Katie Dalton, Olivia Schmidt, Sarah Nauss, Eliese Barton-Browne, Ariana Kippers, Sophorn Hong, Chansophoan Sar, Roy Strum, Clara Devos

Prior to the meeting start, Roy explains the role of the School Council and Parent Association. Meeting Norms are active participation, honoring the voice/ideas of others, providing advice to the principal, stimulating continuous improvement and to help collaborate with and support the school.

1. **Call meeting to order** by Andy @ 5:39pm
2. **Approval of agenda:** Approved by Christine; second by Katie
3. **Approval of minutes:** Approved by Christine; second by Katie
4. **Welcome and Introductions and Celebrations:**
  - a. New Assistant Principal, Clara Devos introduces herself to the group and celebrates her new position at the school. Clara also teaches a classroom on Friday mornings .
  - b. All attendees introduce themselves and include several new faces. Eliese thanks the teachers and school for taking care of our children.
5. **Election of Executive:**
  - a. For the position of **Chair**, Lana nominates **Eva Katie Dalton** who accepts. **Elected by Acclamation.**
  - b. For the position of **Vice Chair**, Katie nominates Christine Cahoon who declines; Lana nominates **Ariana Kippers** who accepts. **Elected by Acclamation.**
  - c. For the position of **Secretary**, **Lana Christmas is elected by Acclamation.**
  - d. For **Directors At Large**, the following people are elected by Acclamation: **Christine Cahoon, Andrew Shannon, Olivia Schmidt, Sarah Nauss, Eliese Barton-Brown, Becky Anscombe and Michelle Rothwell.**
6. **Bylaw Changes**
  - a. **Preamble** - Roy provides everyone a printed copy of the proposed Preamble to add to the bylaws. **Katie calls a motion to adopt the preamble to the bylaws** - 8 yes, 0 no. Motion is passed.
  - b. **AGM Date Change** - **Katie calls a motion to change the date of the West Dover School Council AGM from October to May.** 8 yes, 0 no. Motion is passed.

## 7. Reports

### a. Principal Report

- i. **School Improvement Results Report** - Roy provides a preview of last year's results which will be posted to the school website at the end of November. The report includes reading and math results, report card data and areas of achievement and areas for growth. Highlights include Kindergarten students who were higher than the CBE average, and the most support is needed for this year's grade 5s. Olivia asks how students who are behind are being helped - Roy replies through strategists, diagnosis and EAs, and more information will be presented at the next meeting when he shares the School Development Plan.
- ii. **Funding Formula** - Roy presents a breakdown of how the school intends to spend funding this school year after the upcoming casino: 20% field trips, 20% bussing, 10% Gr6 outdoor school, 8% classroom resources, 5% library resources, 30% whole school experiences, 7% math/science/literacy resources.

Outdoor school has been offered to the senior grade for a few years and is held at Camp Kiwanis. Gr6 parents will pay \$100 towards this experience. Whole school experiences include cross-country skiing for grades 3-6 and inline skating for the whole school.

- iii. **Staffing** - Ms Moir is on leave and has a temp sub until Friday, followed by a new temp teacher, Eric Strozyk, who will start on Nov 24 and for the duration of her leave. At the end of September, the school had to surplus a teacher (Ms Lane), an EA and a Lunch Room Supervisor due to low enrollment and funding. The school has prioritized smaller class sizes, up to 25 for div 2; up to 20 for div 1, which allows for only two EAs for 228 students. Class sizes in other schools are up to 35 students.
- iv. **Strike information** - Roy is asked if teachers are taking any job action and replies they are not. Teachers are not permitted to take any action under the notwithstanding clause.

### b. Teacher/AP Report

- i. **Parent/Teacher Conferences** will take place on Nov 27 in the evening until 7pm and Nov 28 until 11:30am. There is no school for students on Nov 28.
- ii. **Winter Concert** is on Dec 11. Students are to arrive at 6pm and meet in their classrooms. The concert starts at 6:30.
- iii. **Winter Break** is from Dec 21 to Jan 5

## 8. Other Business:

- i. Meeting start time will change from 5:30 to 6pm to allow more families to attend and without a rush. The Association will move their meeting to another day to prevent a long evening with two meetings.

- ii. Volunteer tasks - Roy asks if any volunteers can assist with tasks such as changing the front sign once a month (next due at the end of Nov), or helping out in their child's classroom. Parents/guardians can contact their child's teacher to arrange the day and time.
  - iii. February dance - the 5th or 19th work for the school and the Association can decide which date.
  - iv. Family movie night - free movies and rights are available through the Calgary Public Library. The group discusses hosting this on Apr 23, and moving that month's curriculum night to Apr 30th.
  - v. Jan 21 is the 67th day of school, and the funday committee plans to do a "6/7" theme.
  - vi. Katie suggests organizing a book drive/book exchange next school year.
  - vii. Missing receipts - the Association has not received receipts for last year's Carnival or gr6 graduation. Roy will check with Ms Hill, Ms Byblow and Lisa.
9. **Next Meeting:** December 10 @ 6:00pm, West Dover Learning Commons
10. **Meeting Adjourned** by Katie @ 7:01pm

Notes prepared by Lana Christmas, West Dover School Council Secretary