



École Camrose Composite High School

6205-48 Avenue, Camrose, Alberta T4V 0K4

Telephone 780-672-4416 Fax 780-672-6351

ÉCCHS School (Parent) Council Meeting Agenda

April 24, 2018 at 8:00 pm
Library Learning Commons Conference Room

1. Call to order
2. Additions/Deletions to the Agenda
3. Minutes from previous meeting
4. Correspondence
5. Old Business

5.1. Upcoming scheduled Parent Information Sessions

Session Name	Date	Status
Volunteerism	April 24, 2018	Confirmed: Sheralyn Dobos (former Volunteer coordinator) Long term goal, forum style volunteerism faire for students and community to access volunteering information.
Stress/Anxiety	May 29, 2018	Pending: Approach Andrea Dyck. Mental health Capacity building team coordinator MHCB TASK for Savy: Doorathee to followup and schedule

pg. 7 →

pg. 8 →

6. New Business

6.1. SAVY Update

pgs. 9 to 14 → 6.1.1. Student Forum Results December 2017 & March 2018

6.2. Student Council Update

7. Administration Items

7.1. 2018-2019 Budget process

7.2. 2018-2019 Staffing process

7.2.1. Teacher retirements - Karen Nelson, Diane Gee

7.2.2. Teacher staffing centralized at the division level again for 2018-2019 school year

7.2.3. No support staff retirements to announce at this time

7.2.4. Support Staff staffing is centralized at the division level for 2018-2019 school year

7.3. 2018-2019 Timetable Process

pg. 15 → 7.4. BRSD #31 Calendar for 2018-2019

7.5. Bell Times for 2018-2019

pg. 16 → 7.6. Positive Behaviour Supports & Trojan Respect Card Update

8. Date of next meeting – Tuesday, April 24, 2018

9. Adjournment 8:38 pm

Meeting closed February 27, 2018 at 8:38 PM





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ÉCCHS School (Parent) Council Meeting Minutes

February 27, 2018 at 8:00 pm
Library Learning Commons Conference Room

1. Call to order - February 27, 2018 at 8:08 PM

Attendance:

- Parents: Inga Niehoff (Chair), Crystal McEachern (Secretary), Aaron Young, Janine Pudlowski, Pat Mar, Leevi Hafso, Asa Bouchle, Alison Braaten, Teresa Bonter
- Staff: Todd Sieben (Principal), Craig Dimond (Assistance Principal)
- SAVY/Student Council: Dorothea Niehoff, Nick Ioanidis, Rachael Glidden (SAVY President)

Regrets:

- Cathy Andreassen (Vice-chair),

2. Additions/Deletions to the Agenda

3. Minutes from previous meeting

Motion: Leevi Hafso motioned to accept the minutes as presented. Inga Niehoff seconded.
Passed.

4. Correspondence

None

5. Old Business

5.1. Review usage of Social Media activity

Usage is starting to pickup, but no stats available for this meeting. We are moving towards posting the agenda and minutes on the website.

5.2. Update on invitation to local Trustee to attend meetings.

Meeting invite sent to Trustee's. No response received.

5.3. Upcoming scheduled Parent Information Sessions

Session Name	Date	Status
Scholarships	February 27, 2018	Complete: SAVY representative's and

		Student Council president delivered presentation provided and coached by career counsellor. Attendance: 23 adults, 13 youth
Volunteerism	April 24, 2018	Confirmed: Sheralyn Dobos (former Volunteer coordinator) Long term goal, forum style volunteerism faire for students and community to access volunteering information.
Stress/Anxiety	May 29, 2018	Pending: Approach Andrea Dyck. Mental health Capacity building team coordinator MHCB TASK for Savy: Doorathee to followup and schedule

6. New Business

6.1. SAVY Update

6.1.1. ÉCCHS December 2017 Student Forum Results and Feedback

Unable to share survey results at this time. Students stressed about scholarships and post-secondary education encouraged to come to tonight's presentation. In progress activities include sticky notes with encouraging statements during exam time at the front doors for students to take. Planning another forum on School Spirit in 2 weeks for students to provide feedback. Parents are to encourage students to sign up.

6.2. Student Council Update

6.2.1. Update on Student Council attending School Council AGM

There is funding for 5 parents from throughout the division to attend the AGM on April 20 to 22 at Delta in Edmonton. Students are welcome to attend the conference, working with school division to determine if there is funding for students to attend is available.

6.2.2. General Update

Winter carnival games last week, various stations and activities. Collected 10 tickets to get yogurt parfait provided by a grant. Today went over feedback from students and teachers, big hit, lots of kids really enjoyed it. The Winter Carnival was well planned and attended.

6.3. Providing Snacks at meetings to encourage student attendance

Boston Pizza donated 4 pizzas for the meeting. Additional restaurants have been approached for snacks/donations for upcoming meetings.

7. Administration Items

- 7.1. Update from those who attended the February 8, 2018 BRSD#31 Collaboration Day - School (Parent) Council Rep. & ÉCCHS SAVY members

See attachment with notes from attended sessions.

7.2. Positive Behaviour Supports

Rolling forward with culture building which is in line with school spirit, working with Tom Hurk from Vancouver Island. Teachers and students nominate each other for positive behaviour. Collecting data on positive and corrective office referrals, and noticing positive referrals decrease corrective referrals. Starting to brand a belief system and mantra. Will be used during coaching and corrective discussions.

7.3. 2018-19 Student Registration Process (March 2018)

7.3.1. ÉCCHS Open House

Date TBD, likely in April. Coordinating open house with other schools.

7.3.2. ÉCCHS School Administration presentation to ÉCKS Gr. 8 students (registration form & option selection form)

Meeting with all grade 8 and french immersion grade 8's. They will be given registration forms, and option forms. Option rankings and demand will drive the timetable creation. Planned for in March. Registration and option sheet are taken home for students and parents review.

7.3.3. ÉCCHS Gr. 9, 10, 11 and returning 12 student electronic registration (parent/guardian letter, signed student choices form, ELA/SS/Math/Science general recommendation documents & grad requirement information)

Students will sit in a computer lab during school to pick their options. A letter will be mailed to parents about selected courses so parents can make changes.

7.3.4. ÉCCHS registration advertisement – Camrose Booster & Camrose Canadian

Present staffing plan for staffing, all teacher and support staff will be centralized out of division office. There are new initiatives and programs which will be advertised in the papers.

7.3.5. New students to ÉCCHS (with the exception of ÉCKS grade 8 students) register anytime

7.3.6. ÉCCHS Gr. 9 students visit all CTS labs/option classes

In April Mr. Diamond will setup a visit for all the options to get a preview and choose their options. Grade 10 is the best option to try everything, then choose what they want in grade 11 and 12.

7.4. 2018-19 Budget Process (March/April 2018)

Once staffing is out, a budget and timetable will be created. The goal is to have the timetable available in June so students can take them before the summer break. Timetable will be based on the demand of students.

7.5. 2018-19 Staffing Process (March/April 2018)

7.5.1. ÉCCHS Staff Retirements

Ms. Nelson in fashion studies and Ms. Gee are retiring.

Ms. Kossy will have maternity leave coming up in soon, interviewing tomorrow.

7.6. 2018-19 Timetabling Process (April/May/June 2018)

Try to have multiple teachers teaching the same courses. Knowing that not all teachers match student learning styles, this will help students have some choice.

8. Date of next meeting – Tuesday, April 24, 2018

9. Adjournment 8:38 pm

Meeting closed February 27, 2018 at 8:38 PM

ÉCCHS
School
Council



**Invest in Yourself;
Invest in
Community**

Like investing money, investing time in volunteering results in great rewards.

Volunteerism **Apr 24**

You may come away from this presentation with a whole new "appreciation" for giving away your time and talents.

in the Library Conference Room – 7:00pm

7

Now We're Stressed Out:

Teen Stress and How to Help

"What's stressing you out?":

Understanding teen stressors

"What can I do to help?":

Strategies to help teens cope

"How much is too much?":

Signs that a teen may need extra support

Stress/Anxiety

May

29

ÉCCHS
School
Council

&



Students
Parents
Community
WELCOME

in the Library Conference Room – 7:00pm

8

SAVY and MHCB High School Mental Health Forum: Collaborative Brainstorming

Ecole Camrose Composite High School

MHCB:

“Time Management” Session

- Create and offer a Time Management Session for students to support stress reduction.
- Include additional, more general strategies to cope with stress.
- Offer it after school.
- Possibly twice a year, Sept and Feb

On-Going Stress/Anxiety Group:

- Look at how to sustainably offer a stress/anxiety support group for students next year: MHCB Staff, FSLWs, community partners etc...
- Revisit name of group: re-title, make it more appealing, less of a barrier to attend.

Providing Mental Health training to students to support peer to peer discussions.

- Community Helpers: survey done this spring, training in early summer.
- Headstrong Summit: host division wide, or ECCHS specific anti-stigma, mental health summit. (This option would provide info to build some capacity for peer support, integrates speakers, gives students the opportunity to share narratives, and has as an intended outcome anti-stigma/awareness campaigns led by students for the year following the summit. It check a lot of the boxes.)

Report back to Student Services Team

- Provide student feedback (RE: Counsellors) to Student Services Manager and Coordinator.
- Division wide collaboration group to support High School Mental Health Curriculum application into existing courses.

Report back to Career Counsellors:

- Provide student feedback (RE: stress around future planning related to post secondary, scholarships, money etc...)

Coordinate with School Staff to Supplement Mental Health info to Existing Courses

- Go To Educator/ High School Mental Health Curriculum Training?
- Create a working division wide working group on a collaboration day to support this next year?

Student:

Student Led Mental Health Movement:

- Lead anti-stigma and mental health awareness campaign/events in school (may be propelled and initially guided by Headstrong Summit participation).
- Provided feedback and guidance to BRSD about how to get support info to students
- Possibly Student Council or Be the Change

Participate to help plan and implement Headstrong Summit or Wellness Day.

ECCHS Staff:

Coordinate with MHCB Staff to Integrate Mental Health Into Existing Courses

- Identify possible areas for MHCB and other community supports to provide interactive presentations for students.
- Build personal skill sets by participating in Go To Educator/ High School Mental Health Curriculum Training and integrate where able.

Support Student Led Initiative

- Provide leadership and guidance for student led initiative.

“Time Management” – CALM

- If not already doing so, integrate time management into CALM curriculum

Address “safe space” recommendation:

- Look into creating a safe space for students.

Post Information List of Supports:

- How/where to post so students see? Ideas generated: Instagram, Snapchat, bathroom stalls etc...

Host a Wellness Day:

- Collaborate with Wellness Champions, community partners etc... to host a Wellness Day

Student Services:

Respond to student comments and suggestions around “Counsellor” visibility.

Provide feedback on Division wide suggestions:

- Headstrong Summit
- High School Mental Health Curriculum: division wide working group

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Mental Health Capacity Building/SAVY Project

Overall Summary for Ecole Camrose Composite High School

#1

What are the greatest stressors or mental health issues for high school students in your school?
(Please rank the top 5.)

1. School Work and Pressure (i.e. homework, projects, due dates, grades/expectations)
2. Exams and Tests
3. Social Image (i.e. social media, fitting in, looks, relations with family, friends, and teachers)
4. Future (i.e. post secondary, scholarships, money)
5. Extracurricular (time management, jobs, sports, arts)

#2

What are the *best ways* for Battle River School Division to get mental health information to you? If there is an idea you have that isn't on the list, please share it!

- *In Class Presentations* - Overall, students are not sold on in-class presentations but they do like the idea of working it into their current courses.
- *For Credit Course* - There are mixed feelings about this course. We got close to the same amount of feedback for and against it with some saying schedules are already too full.
- *Retreat* - A desire for Challenge Day to occur more was brought up often. The idea of a full day "getting to know" one another was liked, but overall this was not a hugely discussed topic.
- *Mental Health Activities/Events* - There was no one against it and the thought of it was quite popular amongst the participants.

- *Awareness Campaigns* - All sessions came to the agreement that the stigma of J MH should be ended. Though posters were deemed not very effective, they were the only thought of idea on how to have a continuous presence/reminder about the topic of MH. An “Awareness Week” was brought up as a suggestion. This would be a way to work towards ending the stigma throughout the school in a fun and engaging way.
- *Support Groups* - There were mixed feelings, but most were positive, as it was seen as a good way to get to know others who may also be struggling.
- *Student/Staff Training* - This was by far the most liked idea as everyone agreed that we need to be more educated on supporting each other in mental health.
- *Councillors* - Availability and letting students know who the councillors are was a common topic. Some suggested a mandatory short meeting in order to recognise who they are. Lots of students mentioned that they didn’t know councillors were available or who they were.
- *Guest Speakers* - The idea of a guest speaker coming in to talk about their own story in an assembly type presentation was another commonly brought up suggestion.

#3

What do we need as students to support one another?

- *Pet Therapy* - By providing animals such as puppies and kittens, students said that this would help them relax not only during exam time but all through the year. Allergies would have to be taken into consideration. One specific pet a student suggested were fish during exam time, this could provide stress relief during the exam.
- *Fidget Toys* - Provided fidget toys during exam writing were also thought to help relieve stress.
- *Speaking Out Anonymously* - Each session had at least one group suggest having an anonymous way to have questions answered or tell their own story, or to let others know that they are not alone. Some specific suggestions were anonymously sharing their story over the intercom or posting it up on a wall for others to see.
- *Safe Space* - Lots of groups suggested that the school provides a safe room to destress and to calm down, as well as a safe space to have conversations about topics such as MH. A student suggested a different type of Safe Space - a “Buddy Bench”. The basic idea would be to have a bench, and if someone was feeling alone, or they did not have anyone to talk to, they would sit on the “Buddy Bench”. If students saw another student

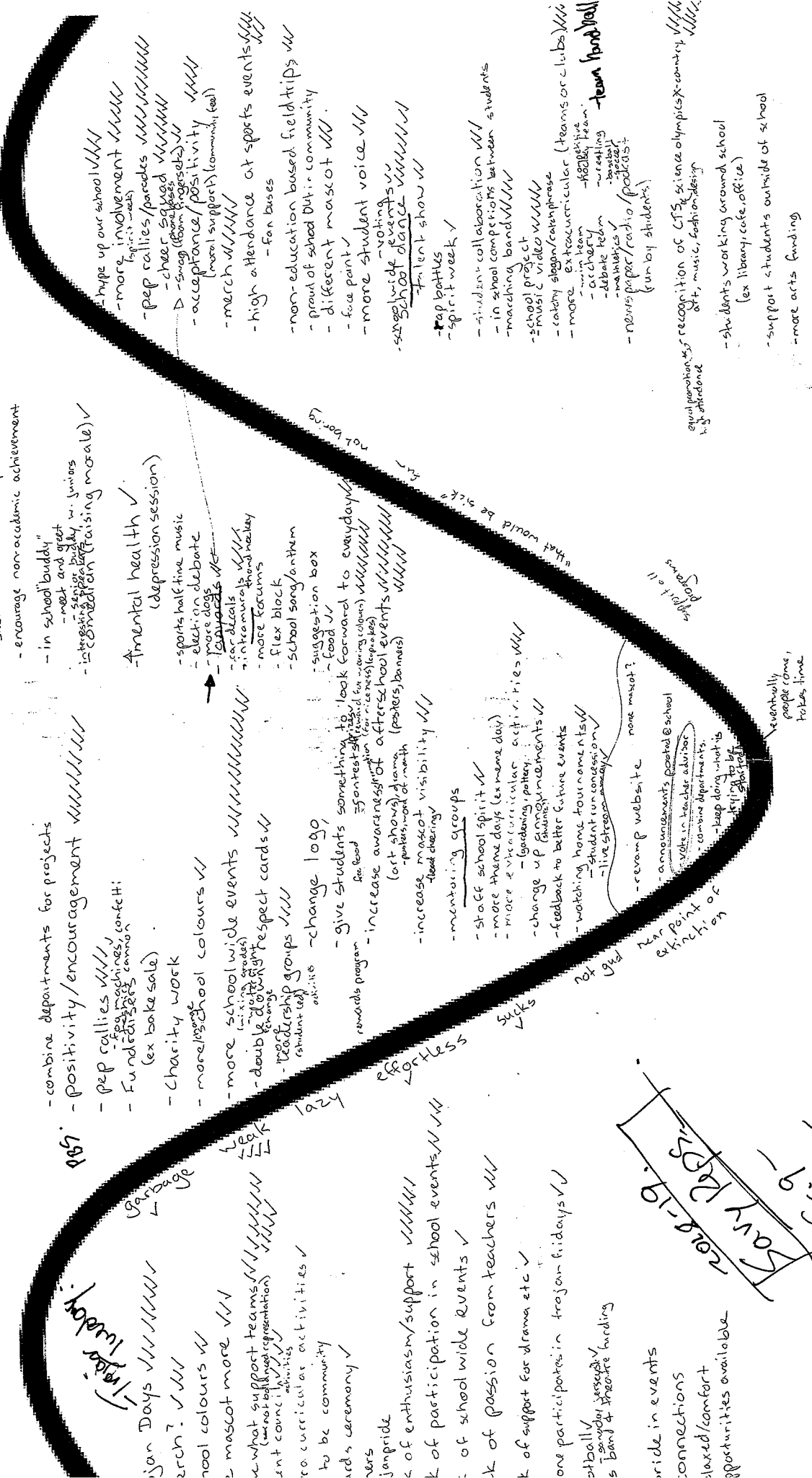
sitting on that bench, they would be greatly encouraged to go talk to the other student and provide support, friendship or just someone to sit with.

- *Student/Staff Training* - This was by far the most liked idea as everyone agreed that we need to be more educated on supporting each other in mental health.

What does our school spirit look like at ECCHS?

How can we achieve this level of school spirit?

Where do you see ECCHS school spirit being? (FUTURE)



APR 12 11 10 AM

14

APR 12 11 10 AM

APR 12 11 10 AM

APR 12 11 10 AM

Battle River School Division #31
2018 - 2019 School Calendar
Approved by BRSD Board January 25, 2018

<u>Month</u>	<u>Date</u>		<u>Total Days</u>	<u>Sr High</u>	<u>Elem/Jr High</u>
			<u>Oper</u>	<u>Instr</u>	<u>Instr</u>
AUGUST	28	NON-INSTRUCTIONAL-PLANNING DAY (No School for Students)			
	29	NON-INSTRUCTIONAL-PLANNING DAY (No School for Students)			
	30	PROFESSIONAL LEARNING SERIES (No School for Students)			
	31	NON-INSTRUCTIONAL-PLANNING DAY (No School for Students)	4.0	0.0	0.0
SEPTEMBER	3	LABOUR DAY (Schools Closed)			
	4	FIRST DAY OF CLASSES			
	14	SCHOOLS CLOSED			
	28	STAFF COLLABORATION (No School for Students)	18.0	17.0	17.0
OCTOBER	4	STAFF MEETING / EARLY DISMISSAL			
	8	THANKSGIVING DAY (Schools Closed)			
	12	SCHOOLS CLOSED			
	26	PROFESSIONAL LEARNING SERIES (No School for Students)	21.0	20.0	20.0
NOVEMBER	1	STAFF MEETING / EARLY DISMISSAL			
	12	DAY-IN-LIEU / REMEMBRANCE DAY (Schools Closed)			
	13	DAY-IN-LIEU OF PARENT/TEACHER INTERVIEWS (Schools Closed)			
	16	SCHOOLS CLOSED			
	30	PROFESSIONAL LEARNING SERIES (No School for Students)	20.0	18.0	18.0
DECEMBER	6	STAFF MEETING / EARLY DISMISSAL			
	14	SCHOOLS CLOSED			
	21	LAST DAY OF CLASSES			
	24	CHRISTMAS BREAK BEGINS (Schools Closed)	14.0	14.0	14.0
JANUARY	7	SCHOOL RESUMES			
	10	STAFF MEETING / EARLY DISMISSAL			
	18	STAFF COLLABORATION DAY (No School for Students)			
	31	SEMESTER BREAK (Schools Closed)	18.0	17.0	17.0
TOTAL SEMESTER 1			95.0	86.0	86.0
FEBRUARY	1	SCHOOLS CLOSED			
	7	STAFF MEETING / EARLY DISMISSAL			
	15	PROFESSIONAL LEARNING SERIES (No School for Students)			
	18	FAMILY DAY (Schools Closed)	18.0	17.0	17.0
MARCH	7&8	TEACHERS' CONVENTION (Schools Closed)			
	14	STAFF MEETING / EARLY DISMISSAL			
	22	PROFESSIONAL LEARNING SERIES (No School for Students)			
	25	SPRING BREAK BEGINS (Schools Closed)	16.0	13.0	13.0
APRIL	1	SCHOOL RESUMES			
	4	STAFF MEETING / EARLY DISMISSAL			
	12	DAY-IN-LIEU OF PARENT/TEACHER INTERVIEWS (Schools Closed)			
	19	GOOD FRIDAY (Schools Closed)			
	22	EASTER MONDAY (Schools Closed)	20.0	19.0	19.0
MAY	2	STAFF MEETING / EARLY DISMISSAL			
	3	SCHOOLS CLOSED			
	17	PROFESSIONAL LEARNING SERIES (No School for Students)			
	20	VICTORIA DAY (Schools Closed)			
	31	SCHOOLS CLOSED	20.0	19.0	19.0
JUNE	6	STAFF MEETING / EARLY DISMISSAL			
	7	STAFF COLLABORATION DAY (No School for Students)			
	21	SCHOOLS CLOSED			
	27	LAST INSTRUCTIONAL DAY			
	28	LAST OPERATIONAL DAY (No School for Students)	19.0	17.0	17.0
TOTAL SEMESTER 2			93.0	85.0	85.0
TOTAL FOR YEAR			188.0	171.0	171.0

Rationale

Professional Learning - As an organization that learns, we are ensuring sacred time for staff professional development and skill enhancement, using research-based practice and opportunities for collaboration to support mastery of our Everyday 4 priorities.

Staff Meeting Days - Based upon feedback from administrators, we have incorporated an early dismissal of 60 minutes on the first operational Thursday of each month beginning in October.

(15)

Things that we can begin to get to before the end of this school year ...

- a. Who is on our PBS team, what are we doing and what are we talking about?
- b. Areas of focus now and into the future
 - i. RESPECT cards ... morphing into Trojan cards in the future?
 - ii. Belief statement and mantra ... part of all conversations in the future
 1. Opportunities for Success part of everything we do, everyday
 - iii. Regular and ongoing students-at-risk conversations involving all staff
 - iv. Development of a school behavioral matrix
 1. Template with input from staff, students and parents
 2. Further catered to each department
 - v. Seeking input from staff in all these areas
 1. What we need from you the staff?

Positive Behavioural Supports (PBS)
ECCITS Trojan RESPECT Cards.