



Coaldale Prairie Winds Secondary School Council

Meeting Minutes

Wednesday, November 20, 2024 @ 7:00 p.m.

CPWS Conference Room

Present: Suzi Neufeld, Amy Morice (Vice Chair), Carley Campbell (Chair), Sharon Rutledge (Trustee), Becky Gudmundson, Megan Leusink (Vice Principal), Kim Alexander (Acting Principal), Shannon Little, Audrey Kluin (Associate Superintendent, Human Resources), Debbie Laturus (Trustee), Rana Koopmans (Secretary), Josh Martens (Teacher Rep), Elizabeth Dietrich

Call to Order @7:00 pm

2. **Welcome and Introductions**

3. **Approval of the Agenda**

Motion to accept the agenda as presented

1st Suzi Neufeld, 2nd Amy Morice

4. **Approval of the September 24th, 2024, Meeting Minutes.** We edited the ending time of the last meeting. Then Approval by Amy Morice

Motion to accept the September 24th meeting minutes as amended

1st Carley Campbell, 2nd Amy Morice

5. **Reports**

a) Trustee Report - (Sharon Rutledge) Attachment #1

b) Administrators Report - (CPWS Admin) - Attachment #2

c) Teacher/Student Rep Report - (Josh Martens) Attachment #3

6. **Business Arising**

- a. 2023-24 Academic Awards (from KAHS) - All awards are calculated and ready to go just a matter of where. We just need the space that is currently being used for the drama production and Tech work is taking place to resolve issues. We could go elsewhere in Coaldale. We should be good to go in the next semester. We can run things in the evenings even if it is exam week.
- b. ASCE (Alberta School Council Engagement Grant) there is still \$1000 available to spend. There is a free online course if anyone is interested. There will be a link provided. However, we are keeping our eyes open for opportunity. There was a suggestion for an internet safety workshop.
- c. Bus Times - Covered in Kim's report. Things are getting better. Weather at this point is our biggest concern.
- d. CTS Options - Kids will get their credits and rooms are close to set up. Foods and culinary are up and running. Shop is still missing some tools. Electrical and venting is working. But we are operational.
- e. Student Handbook - This is in the works. We should have it by the second semester. We are looking at other schools' handbooks. Policies will be good for all parties, students, staff and parents. Vaping is always an issue. Cell phone policy is working, and the data is showing that it is working. That will all be covered in the handbook.

7. **New Business**

- a. Canteen - Up and running. The kids can get a great lunch for \$10. Maybe if they could post the menu weekly some parents would like that. Is there a possibility we have the canteen open for tournaments? Could we have kids running it (that is the long-term goal)? Also, looking into the possibility of getting our vending machine back. (it funded a lot of grad expenses)
- b. Is there a possibility of European trips? Not off the table but they see more value in the exchanges. It takes someone wanting to run the program. Really the cost is what is holding them back.
- c. Parking issues? No assigned staff parking. Student littering is an issue. The town oversees the south parking lot.
- d. Also, once we have our blinds lock down drills will be done. Will go in three waves. 1st time with just Mark, 2nd with staff, then with students. Just working once again on the timing.

8. **CPWS 'Toasts'**

- a. Grand opening was great. The students did great. The dancer was great.
- b. Also toast to the Volleyball coaches and their great season.

9. **Yearly Meeting Dates**

Jan 22, 2025

March 19, 2025

May 21, 2025

10. **Adjournment @ 8:02 pm**

Parent Council Meeting

Nov. 20, 2024

Report submitted by Trustee Rutledge

Board Highlights from November Meeting

1) The Palliser School Division, serving a geographically expansive and culturally rich region, is committed to fostering strong relationships with all members in the division.

To support this goal, the Board has established an Engagement Committee tasked with informing, consulting and collaborating with school communities.

The Engagement Committee will host three public engagement evenings, inviting stakeholders to explore their vision for the schools and the Division.

The Board wishes to foster meaningful dialogue by gathering feedback from the participants to help with the decision-making process to create a shared vision for the future.

The Palliser School Division website will offer further announcements on the Board's Plans here: [Palliser School Division Board Strategic Planning](#)

2) The Board reviewed the Annual Education Results Report as part of Alberta's Assurance Framework, which aims to build public trust to ensure the education system meets student needs and fosters success.

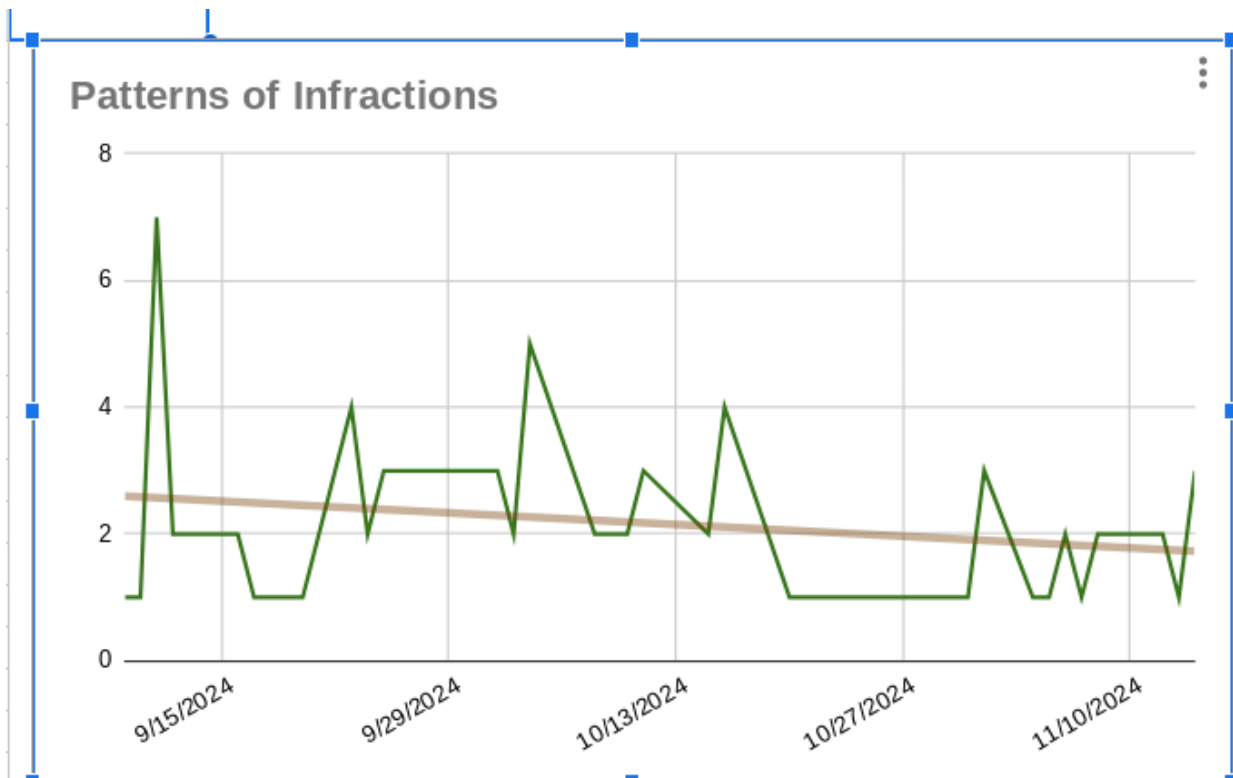
The Division continues to surpass provincial averages, with positive feedback from both parents and staff. However, one area of concern is student sentiment toward learning and engagement in school. School staff and Division leadership are working closely to identify strategies to address this concern.

The report is scheduled for approval at the next Board meeting (Dec 10) pending the integration of additional information from audited financial statements. Once approved, the document will be made available on the Palliser website by Nov 30, 2024.

Administrator's Report -

November 20, 2024

- Challenges:
 - Still dealing with some tech issues around the building, but fewer of them
 - Fridays on Edsby remain an issue
- Successes:
 - CTS programs finally have equipment - full credits for these classes can still be achieved
 - The furniture is all in place
 - Most of the tech issues have been resolved - still working on announcements in some areas and the sound of the bells/speakers
 - The culinary program and serverly have been a hit
 - Bus times seem to have been straightened out
 - The cell phone policy is working



- A student handbook is being developed and should be ready by the second semester. The in-house staff leadership team is helping to develop it.
- Lockdowns - Mark Stolte from Palliser is still working on our lockdown protocol and making sure the new system works. He will do a run on a weekend when no one is in the school (with communication with the rec centre) then one with just staff, then one with staff and students. Some of the tech is still being worked on and the locks on the classroom doors.
- Blinds for the exterior windows have been ordered; interior windows will be the school's responsibility. Mark has found some reasonably priced options for us; we just need to check out the samples before committing to ordering them.
- The Grand Opening ceremony was a success with many community members and representatives from Palliser, Ward Brothers, the architect firm, and government officials. A luncheon was provided for special guests from Roberta at the servery.
- Shannon Fraser has been working as our Career and Academic Advisor and has been regularly meeting with students to plan

September 2024

- Challenges:
 - Some furniture still missing
 - The cosmetology and fashions room needs equipment
 - Mechanics and fab space need equipment
 - Furniture for the staff room
 - A/V equipment
 - Tech issues
 - Culinary Program
 - Fridays on Edsby
- Successes:
 - School start up
 - Students have positive comments about the building
 - Most of our furniture is now here

- Top-of-the-line equipment
 - The grounds are looking great
 - Two schedules are starting to work together well
 - Athletics
 - Student bathroom signage has arrived for some bathrooms, the rest are on the way
- Culture and staff combining work at the start of the year (ongoing throughout the year) Lyndsey Spring (Health Promotion Facilitator, Healthy Schools) - culture, workplace wellness, mission and vision.
 - Cell phone policy
 - APOP - Alberta Post Secondary Pilot Project. (maybe 6 HS in Province) - Alberta Postsecondary Options Project (pilot program)
 - Grad
 - Changes coming.
 - End of May Banquet. Convocation in June with awards.
 - Grand Opening - Oct 4
 - Provincial GovBussing for Athletics
 - Busses aren't available
 - Bus timing
 - Students arriving late for classes due to bus schedule. Transportation is working on getting the schedule.
- Credits - will credits be earned for CTS classes that equipment hasn't arrived for
 - Student Handbook
 - Student Bathrooms

- Lockdown Protocol
 - Still in the process of getting blinds and
- North - Football Field with rubberized track with seating
- Football 2025-26 School Year

November 20, 2024 School Council Meeting - CPWS TEACHER REPORT

ATHLETICS

- Our fall sports are nearly complete. A few successes and highlights include:
 1. 3A/4A Golf Zone banner
 2. 9-a-side football south zone banner
 3. 4J Boys Volleyball Zones banner
 4. 3A Boys Volleyball Zones banner and Provincials trip this week to Lloydminster
 - Tons of success for a new school and new programming at a much higher competitive level, moving up to 4J and 3A.
 - Upcoming:
 1. Basketball tryouts are concluding this week and next, team dependent. First competition is next week for Junior High and next weekend for High School.
 2. Two home tournaments, Tier 1's on December 6/7th and High School Varsity Tournament on December 12/13/14th.

FINE ARTS & DRAMA

- Alice in Wonderland JR is clicking along nicely, and over 30 students 7-12 are working with Amy McDougall, Emma Huff, Jeff Smith, and Ava Johnson to produce this show. Rehearsals are almost everyday after school until 5, and students are working extremely hard learning choreography and music. We are waiting on technology installation which should happen in the next few weeks. The show runs from January 29 to February 1.
- CPWS' choir, directed by Amy McDougall, gave an outstanding performance at the Remembrance Day ceremony. This 12 person choir is working hard now to learn a few winter/Christmas themed songs to present during the school's winter band concert. The choir consists of students from grades 10-12.
- The drama 20/30 students are gearing up to perform short Christmas plays to the students of Sunnyside School on December 17th. Students from Sunnyside will be bussing to our school to watch 3 scripted pieces, with time for questions and engagement. Additionally, the choir will be performing some Christmas music and leading the children in Christmas carols prior to the show's start.

BAND/MUSIC PROGRAM

- The Coaldale Prairie Winds music program is pleased to present its inaugural Christmas Concerts on Thursday December 5th in the CPWS gym. The evening kicks off at 6:00 pm with the CPWS Junior High bands and jazz band, as well as the Wind Ensemble, consisting of students from grades 8-12.
- Please stick around for our second concert at 7:30 pm which features the CPWS Senior High Concert and Jazz Bands, the CPWS Drumline, and the CPWS Choir.
- We will also be accepting Food Bank Donations at the concert. Please join us on December 5th for an evening of interesting and festive music!

SCHOOL COUNCIL REPORT

- The Harvest Party back in October was a great success! Many students and staff stuck around after school to participate in pumpkin carving, candy apples and pie eating, games, and music!
- The Student Council also hosted a Halloween Costume Contest on the 31st. We are finding so much fun to see Jr High students participate. It is a breath of fresh air!
- We have continued with Wild Fridays and supporting athletics by handing out popcorn during fan appreciation nights!
- The Remembrance Day Ceremony went very well, even with some last-minute technical issues, and very last-minute changes to the program!
- Currently, we are working on planning December activities including gingerbread house decorating, an ugly Christmas sweater contest, a spirit week, and a Jr High Dance!