

Prince of Wales School Council Meeting

Wednesday November 19th, 2025



MEETING MINUTES

In-Person attendees:

Miranda Wu, Samantha Teske, Kym Holt, Anderea Legaut, Jenn Heagy, Ryan Heagy, Christy B, Andres Anderson, Sarah McKenzie

Virtual attendees:

Leah Kirk, Julia Thiessan, Keisha, Marcia Brewster

Staff: Mrs. Johnson, Ms. Dawson & Mr. Johnson

1. CALL TO ORDER

Welcome to tonight's Council Meeting!

It is now (6:35pm) and I would like to call this meeting to order. Thank you for taking the time to join us tonight in person and virtually.

2. WELCOME, LAND ACKNOWLEDGEMENT AND INTRODUCTIONS

(Andrea, A)

Reading:

The Calgary Board of Education acknowledges the traditional territories and oral practices of the Treaty 7 Nations, including the Siksikaitisitapi (Sig-sig-kaits-sits-a-pi), comprised of the Siksika (Sig-si-gah), the Kainai (Guy-nah), the Piikani (Bee-gah-nee), and the Amskapi Piikani (Ahm-skah-pee Bee-gah-nee) Nations. We acknowledge the Tsuut'ina (Soot-tenna) Nation, the Îyârhe Nakoda (Ae-yar-hay Na-koh-da), comprised of the Chiniki (Chin-ih-kee), Bearspaw, and Goodstoney Nations, the Métis Nation within Alberta, and all people who make their homes in the Treaty 7 region of southern Alberta.

Thank you Andrea for reading the Land Acknowledgment.

We want to welcome everyone here tonight! As a parent of a student here at PoW, you are automatically a voting member of this School Council. Here we discuss what's happening in the school and how we can advise and support our learning community.

For those attending on Teams, Ryan will be your tech support tonight. Please remain muted, but you are welcome to keep your cameras on if you wish. If you have questions or comments, feel free to use the chat to notify Ryan and he'll unmute you when able so you can share. We will post links in the chat throughout the evening.

3. APPROVAL OF AGENDA

The Agenda for this evening has been posted to the School website.
(Go to: *Get Involved* → *School Council* → *Meeting Agendas & Minutes*)

Motion (Jenn, H) and Seconded (Kym, H). *Motion is carried.*

4. APPROVAL OF PREVIOUS MINUTES

September meeting minutes have been posted on the School website.
(Go to: *Get Involved* → *School Council* → *Meeting Agendas & Minutes*)

Motion (Samantha, T) and Seconded (Andrea, A). *Motion is carried.*

5. PRINCIPAL/STAFF REPORT 15/25 minutes

Mr. Johnson, Grade %:

Project-Based Learning (PBL):

Project-Based Learning is an instructional approach where students engage in meaningful, real-world problems over time. Students lead their own learning through inquiry, investigation, and creation, while the teacher acts as a facilitator.

Core Features of PBL:

- Student-driven questions
- Active investigation and inquiry
- Teacher as facilitator, not director
- Multiple avenues for exploration
- Creation of a real product, presentation, or solution
- Student-centered learning
- Development of critical thinking and problem-solving
- Encourages ownership of learning
- Collaboration and communication skills
- Increased motivation and engagement

Examples Shared:

Magazine cover project

Ancient Athens / Language Arts integrated PBL:

- Timeline wall display
- Digital slideshow
- Maps
- Mini-museum
- Podcasts
- Digital story map
- Short video

Roles in PBL:

Teacher Responsibilities:

Design and structure the learning experience

Provide feedback and support

Facilitate learning rather than direct instruction

Student Responsibilities:

- Ask meaningful questions
- Collaborate with peers
- Manage time
- Conduct research
- Present findings

Benefits of PBL:

What PBL is:

- Builds confidence
- Fosters leadership
- Connects learning to the real world
- Develops future-ready skills

What PBL is not:

- A “free-for-all” or unstructured work time

Question Period Highlights:

- Can PBL be used for everything?
- Not always; Mr. Johnson selects projects intentionally and integrates PBL where meaningful.

Is PBL used for group work?

- Yes; collaboration is encouraged through strategic pairing/grouping.

Do Grade 5 & 6 students work together?

- They can, and blended groups are used when appropriate, though logistics can be challenging.

Administrative Update (Poppy Johnson): Transition Back After Job Action & Building Updates

Transition Back:

- Staff appreciated the welcoming signs and treats.

- Support staff helped create a warm return environment.

- Teachers are adjusting plans, reconnecting with students, and re-establishing routines.

- Professional Development plans paused to realign with the updated calendar, prioritizing task design.

IPP & Reporting Timelines:

- Adjustments have been made to IPP timelines.

- Some IPPs were completed prior to job action; remaining documents expected by November 28th.

- Report card timelines have shifted; reports available February 24th, 2026.

School Activities & Events:

- Buddies program, field trips, and extracurricular activities have resumed.

Current/upcoming events:

- Art exhibit
- Ball hockey residencies
- Sound Creation residency (Spring 2026)
- Fun Lunch and Spirit Days combined

December will include multiple themed/special days.

Introduction of New Vice-Principal: Kimberly Dawson:

Previously at Royal Oak School (620+ students).

Experience includes:

- Implementing new curriculum
- Building school belonging and community
- Early literacy leadership
- Autism and mental health supports
- Supporting diverse learning needs and specialized programs
- Promoting inclusive classroom practices

Strong background in community-building and student support.

From Calgary; parent of two children (plus pets).

Will be supporting the Grade 4 classroom part of the day.

6. COMMITTEE REPORT : Outdoor Learning Space/Playground – *moved above to allow for timing*

Outdoor Learning Space/Playground (Marcia) *10 minutes*

Thank you to the ChariTree Foundation—PoW received a \$5000 grant.

Opportunity to participate in the Park 96 Christmas Party 50/50 Raffle on December 13th (2–4pm).

Volunteer playground installation option available.

Parks Foundation launching a model where the vendor and volunteers build together.

Council asked to begin advertising for volunteers.

Estimated savings: approx. \$10K.

Could begin promotion at conferences for an April/May install.

Full installation would take one day.

Thank you for the generous recognition card.

7. EXECUTIVE REPORTS

Chair Report (Miranda W) *15 minutes*

The Prince of Wales School Council is the structure where the school community discusses and supports school activities. The agenda is developed by the Council Executives and school administration with committee input. Council sponsors social and family events (Ice Cream Social, Halloween Dance, Movie Night, Staff Appreciation), and co-sponsors others (Terry Fox, Sports Day, Book Fair, Safety & Wellness). Council also coordinates volunteers, communicates events and CBE priorities, and builds school culture and spirit. All parents are welcome and encouraged to attend.

-Cobs in Legacy generously donated staff treats last Thursday. The staff greatly appreciated the surprise.

Staff Gratitude Treats:

- Monthly treats or snacks (purchased or donated, \$20 or less).
- Delivered sporadically as a surprise.
- Discussion about budget as needed.
- Still seeking someone to fill the Staff Appreciation Position.

-Staff Appreciation Meal (Nov 27):

Menu created by Miranda and Christy. Still need: 2 crockpot meals, 2 salads, 1 dessert. Sign-up available.

Council table will be set up during Conferences beside the council bulletin board. If passing by, please tidy as needed.

-Christmas Tree Set-Up:

December 1st at 12:45pm.

Volunteers needed.

Sarah McKenzie assisting this year as part of succession planning.

-Committee Opportunities:

Fun Lunch Coordinator, Staff Appreciation Team, Safety & Wellness Committee.

New Incentive: Fill a vacant council role and receive two front-row seats to *one* spring performance. Also extended to current active council executives.

-Agenda Timing Notes:

Time frames added to ensure efficiency. Items exceeding time may move to a “parking lot” for end-of-meeting or next-month discussion.

Christy review of her roles (Second Vice-Chair, Events & Programs, Instagram):

- Support for dances, movie nights, chip fundraisers, parent engagement nights.
- Ensures extra events are Council-run.
- Kolby may take over Instagram.
- Volunteers welcomed to help complete Old Dutch forms or assist with events.

8. MOTION TO APPROVE NEW EXECUTIVE MEMBER

Motion to appoint Sarah McKenzie as Co-Secretary.

Motion (Samantha) Seconded (Kym). All in favour. None opposed. Motion carried. (7:17pm)

9. COMMITTEE REPORTS

Outdoor Learning Space/Playground (Marcia) *10 minutes*

– See above.

Treasurer (Andrea) *10 minutes*

-Council bank account is healthy; no major updates.

-No Friends Meeting, but printed financials are available for anyone interested.

-Grade 6 Grad Inquiry: \$500 allocation remains in place.

Volunteer Coordinators (Leah & Jessica) *10 minutes*

Healthy Hunger Sorting – Dec 3 & 17

– Need 5 parent volunteers per lunch day.

– Meet in Staff Room at 10:50am.

– Sign up: <https://bit.ly/HealthyHunger2025>

Scholastic Book Fair – Nov 27 & 28

- Volunteer shifts available during conferences.
- Sign up: <https://bit.ly/POWBookFair2025>

Staff Appreciation Meal – Nov 27

- Potluck-style.
- Sign up: <https://bit.ly/POWStaff2025>

Purdy's – Dec 9 & 10

- Need delivery and pickup details to finalize volunteer sign-up.
- Fewer than 20 orders in previous years; volunteer needs depend on volume.

Book Fair (Samantha) 5 minutes

- Sign-ups almost full; need one more volunteer.
- Crates arrive Nov 21.
- Students preview items during library visits.
- Parent purchases Nov 27–28.
- “Fish Tank” (quarters-in-cups) fundraiser for small prizes and added revenue beyond Scholastic credits.
- Each teacher receives a gift bag; families may purchase a book for the classroom.
- Discussion on improving communication that Book Fair is a fundraiser.

Events & Programs (Christie B) 15 minutes

Bottle Drive during Conferences

- Setup Thursday around 10am.
- Pickup Friday around noon.

Winter Event – Dance, Dec 11

- Council-hosted; teachers cannot attend.
- Must rent the gym (not a school event).
- Application process pending approval.
- Timing concerns due to new rental requirements.
- Grade 6 concession possible.
- Theme: *Nightmare Before Christmas*.
- Fee covers night cleaner (~\$37/hr).
- Potential future events: Movie night, concession, Spring Fling.

Casino Chair (Stephanie Burns) 5 minutes

- Casino Dates: May 30 & June 1
- Signup Genius for volunteers coming soon.
- QR code and posters being prepared.
- Community wants clarity about casino funding and volunteer job descriptions.
- AGLC rules: incentives allowed but must comply with fundraising guidelines.
- 36 volunteers needed.
- “Save the Date” with QR code will soft-launch at conferences.

10. IMPORTANT UPCOMING DATES

- Wednesday, Nov 26: Picture Retakes / Kindergarten
- Thursday/Friday Nov 27 & 28: Parent Conferences (No school Nov 28)
- Nov 27 & 28: Book Fair
- Nov 24–27: Calgary Flames Classroom Crew Ball Hockey Residency

UPCOMING SCHOOL COUNCIL MEETINGS:

December – *NO MEETING*

January 15, 2026

11. ADJOURNMENT

The meeting adjourned at (7:59pm).

The next meeting is on January 15th at 6:30 p.m.

Motion (Samantha) Seconded (Andrea, L). *Motion is carried.*