

FE Osborne Jr. High Parent Council Meeting

Annual General Meeting

Date: Nov 18, 2025

Location: Online – MS Teams

Attendees: Michael Cutler (Principal), Scott Willoughby (Assistant Principal), Tawni Belliveau (Chair), Leanne Morrow (Casino Coordinator), Marla Richardson (Health Hunger Coordinator), Melanie G (Healthy Hunger Coordinator), Lisa Haines (Special Events Coordinator), Amit Saduera (Treasurer), Natalie Anderson (Secretary), Sasha Bailey, Emma, Shannon Mitchell-Flek, Kathryn Le-Williams, Tatiana Dunfield, Aleta Ambrose, Melanie G, Jodi, Eric Kryski, Yi, Ellen Magoon

1. Welcome
2. Approval of Agenda
 - a. Motion – Melanie
 - b. Second – Sasha
3. Approval of previous minutes (Sept 25, 2025)
 - a. Motion – Tatiana
 - b. Second – Shannon
4. Parent Council Chair
 - a. Tawni Belliveau has been chair for the last year but interested in having someone take this role over/assist. Shannon Flek interested and will be chair if Tawni stays on as vice-chair. Put to vote, asked if anyone opposed. No opposition voiced. Shannon Flek will be chair for 2025-26 year and Tawni will be vice-chair.
5. Discussion and reports
 - a. Principal update
 - i. Remembrance Day Ceremony – Drama club, choir, band students involved. Mr. Willoughby did a PowerPoint.
 - ii. SWAT = Student Well-being Action Team – Allowed to send 8 students to symposium (2 from each grade). Students to be finalized by Friday.
 1. Mr Willoughby: Our hope for the SWAT is that it will be made up of students from all 4 grades and across French and English programs. Though we are limited to only 8 for the symposium, we are not limited at all in the make-up of our at-school group. If a student is interested, they will be

part of it. We want everyone to have a sense of ownership of our community.

- iii. School Development Plan – has been submitted to CBE. Will be talking about SDP at next Parent Council Meeting.
- iv. Working on RAM (Resource Allocation Method) – Money received from Alberta Education to run the school. Things are tight. No staff members will be surplus but won't be able to hire more. Still in a place of want and need at school in terms of additional educational assistants and additional teachers to bring down class sizes. 658 total students currently.
- v. Still don't know if there will be any adjustments to the calendar for the remaining of the year due to time lost from strike.
- vi. Nov 27-28 – Parent-teacher conferences. Thurs evening conferences at school and Friday conferences online.
- vii. Next week basketball season concludes. Shorter season due to strike.
- viii. Teachers have been busy since returning to classroom.
 - 1. ELA benchmarking reports due Nov 28 – how students are identified as language proficiency learners – affects funding.
 - 2. IPPs due Nov 28
- ix. Semester 2 begins at end of January as usual but report card reporting for Semester 1 will not be available until Feb 24 to allow a longer period of evaluation for teachers.
- x. Heartfelt thank you from staff. Treats and thank you notes from Council were much appreciated by staff when they returned following strike.
- xi. Grade 6s booked at YMCA Outdoor School for end of March.
- xii. Looking at funding for improving outdoor courtyard space. Something that the "SWAT" will be looking at.
- xiii. Have submitted proposals for other trips.

b. Special Events Coordinator – Lisa Haines

- i. Has insurance certificate from Marsh Insurance and have a copy of the invoice that needs to be paid. Believes can use casino funds for this.
- ii. Planning a dance again for after Christmas, likely February. Hoping to use as a fundraiser towards Grade 9 grad because there was no specific fund raising for this last year.

iii. Grade 9 farewell in 2025 was an event at Heritage Park. The hope was for this to be an event every year for Grade 9s. Takes place on an evening in June. Last year started conversation in Feb and things were quite rushed. Weekdays in June are available. June 9 would be the equivalent of the date we did last year. Once date set, deposit required which is about \$1700. Requires about 3 people to do main organizing and then a lot of volunteers on the day of event.

1. Question – Do we survey/vote on whether Grade 9 parents want to do Heritage Park or do we just assume it's a go? Can send a question regarding this to Dr. Cutler to send out to Grade 9 families with some info about the event. Last year it was about \$50 per student. If more fundraising this year, can offset this cost.

6. Next Meeting Date

- a. Plan to have a December meeting. Dec 16 @ 6:30pm. Hopefully a short one to talk about Grade 9 grad and budget.

b. Parent Council Email: parentassociationfeo@gmail.com

7. Adjournment @ 7:08 pm