

Northcott Prairie School Society Meeting Minutes

Date: September 4th, 2025

Time: 6:30 pm

Present	Jocelyn Littlefair, Suzanne Martin, Jordan Flower, Julie Gutowski, Matt Russell, Allyson Windrim, Kim Mayhew, Melissa Bevin, Alicia Cubiloos, Heather Huggins, Renzo Silva
Regrets	Andrew Poole, Kalee Fogarty, Lindsay Kelly, Jodie Guenther
Call to Order	6:39pm – Allyson Windrim
Approval of Minutes	Approved from June 5 th , 2024 1 st – Kim Mayhew 2 nd – Matt Russel All in favour
Additions to Agenda	<ul style="list-style-type: none">– Fundraising– September 11th Family and Friends Event<ul style="list-style-type: none">○ Band
Approval of Agenda	1 st – Julie Gutowski 2 nd – Kim Mayhew All in favour
Chair's Report	N/A
Treasurer's Report	<ul style="list-style-type: none">– \$14,208.43 total funds available<ul style="list-style-type: none">○ Almost \$40K earmarked during June meeting, including \$200/teacher for consumable resources set at 53 teachers and CDAs, not including admin (small variance from last year)○ Reflex Map & Frax - highest package deal 3 years subscription for the school to use– Kindergarten orientation - treasure hunt and bags for students– July installation of basketball hoops @ \$16,900– Student Care Fund \$1K to be added to spreadsheet<ul style="list-style-type: none">○ Anything student may need in case of accident or need (underwear, winter boots, etc)– \$10,000 carry-over goal each school year

	<ul style="list-style-type: none"> – Read-a-Thon is primary fundraiser; others include Healthy Hunger, meat fundraiser – Typical year: \$25-30K raised & spent
Admin Report	<ul style="list-style-type: none"> – Student enrolment update moving from K-8 to K-9 this year <ul style="list-style-type: none"> ○ Projected @900 students ○ Currently @1031 students ○ Significant OOA requests to stay/return ○ Increased student enrolment equated to four additional classes = smaller class sizes – Staff updates <ul style="list-style-type: none"> ○ Grade 9 teacher position now open and hiring ○ Additional staff new hires underway, including LCF – Infrastructure configuration, including location movements of: <ul style="list-style-type: none"> ○ Bison Station ○ Learning Commons ○ Aux Gym no longer a homeroom class – Sports: Volleyball, Cross-Country, Golf – Willy Wonka production – SEP focus areas <ul style="list-style-type: none"> ○ Assessment ○ Writing continuum - working with learning specialists this school year to grow staff ○ PBIS - explicit expectations, school dashboard – Review of staff enacting new policies, legislation, and RVS Aps – Vending machine update: space, location conversation – Programs <ul style="list-style-type: none"> ○ Golf: extracurricular activity with small timeframe ○ Hockey: Term 2 & 3 options with other schools; working with other schools; logistical considerations ○ Options: depth and breadth offerings
Trustee's Report	<ul style="list-style-type: none"> – First meeting took place today – Update on strategic plan: <ul style="list-style-type: none"> ○ 80-85% Gr. 1-3 students not at risk in lit/num

	<ul style="list-style-type: none"> ○ Writing assessment Gr. 3-11 55% at or above grade level ○ Implementation of EI Math Assessment 55-65% students in Gr. 4-10 didn't require supports – Strengthening workforce <ul style="list-style-type: none"> ○ 98% staff retention over 88% last year ○ Increased number of transfer requests entertained ○ Leadership opportunities and ALP interest – Bolstering infrastructure <ul style="list-style-type: none"> ○ 6,000+ maintenance requests per year; resolved as quickly as possible ○ Technology processes resolved within 48 hours ○ 2,400 devices deployed last year – Engagement with community <ul style="list-style-type: none"> ○ Presence increased by 20% ○ 3,500 community use rentals – **additional measures tracked with community members – Operations department update: <ul style="list-style-type: none"> ○ Update on modular completions & those in mid-project ○ Boilers, pumps, roof, lift station replacements ○ Electrical projects, elevator modernization ○ AC units in 17 modular classrooms; all modulares to have AC within 2-3 years ○ AC in Croxford - cost to RVS - \$1M ○ CLC modernization ○ Turf, field pathways ○ All funds set aside for CMR and IMR have now been completed – Enrolment update: <ul style="list-style-type: none"> ○ Grown so far by 374 from last year to this year; will see what the numbers look like at the end of September; projection is 487 – Trustee compensation policy <ul style="list-style-type: none"> ○ in the works since mid last year
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	<ul style="list-style-type: none"> ○ changes to this include transition allowance for those who are no longer serving (2 weeks for every year of the term) ○ Rural ward boundaries (ward 2 and 4 will now be one ward - a very large area of land mass) - compensated for events up to a certain amount (up to \$1,500 annually or \$700 total annually depending on ward) ○ No change to wage discussed, as it is tied to CCPI - cost of living <ul style="list-style-type: none"> – Trustee elections September 25th – Two K-9 schools, one high school approved for building in Airdrie; groundbreaking in October to take place – More information available on RVS website
New Business	<ul style="list-style-type: none"> – Family evening <ul style="list-style-type: none"> ○ 4 food trucks booked and confirmed ○ Music - will ask Mr. Christie to operate ○ Mascot - ○ Games - Jordan to ask Mr. Christie (basketballs, footballs, hula hoops, gagaball, etc) ○ Draws ○ School Council table to increase awareness w/draws of candy jars etc ○ Freezies to be sold at a table – Conversations re: school family start-of-year events moving forward – Gordon Foods fundraiser <ul style="list-style-type: none"> ○ Sep 18 to Oct 3; delivery October 8th (prior to Thanksgiving)
Tabled Items	Bison stuffies needed; table for future meeting
Meeting Adjourned	8:39pm

Next Meeting: October 2nd, 2025 - 6:30pm