

Capitol Hill School Council & Capitol Hill Elementary Enhancement Society (CHEES)

capitolhillschoolcouncil@gmail.com

Meeting: November 19, 2025 at 6:30pm

School Council Agenda: 6:30 PM - 7:30

School Council Executive:

- Chair: Frederique Oberlin
- Co-Chair: Sarah Devoldere
- Secretary: Jess Voykin
- Key Communicator: Lori Bain
- Volunteer Coordinator: Sarah Devoldere
- Geodome Coordinator: Pam McHugh

CHEES Executive

- Chair: Chris Laasen
- Co-Chair: Vacant
- Treasurer: Amber Kirby
- Secretary: Jess Voykin
- Casino Coordinator: Maja Frew

In Attendance: Adam Eakin, Rachel Clowse, Maja Frew, Sarah Develdere, Amber Kirby, Frederique Oberlin, Pam McHugh, Jess Voykin, Lori Bain, Melanie McBride, Nicole Dowling, Kathy, Olena Rudenko, Harry Chen, Gretel Salgado Ramirez, Hongtao Chen.

1. Call Meeting to Order (Frederique) at 6:30pm
2. Land Acknowledgement / ReconciliACTIONS Moment (Adam) at 6:31-6:33
3. Introductions (All)
4. Approval of Minutes from prior meetings
4.1. September 17, 2025-motioned by Lori, seconded by Amber, APPROVED

5. Principal's Report (Adam)

5.1. School Updates (enrollment, staffing, facilities)- Adam shares that the vibe in the school after the return is good, and inside the building it feels similar to business as usual, and the staff really wants to move forward and be around the kids. CBE has suggested "Reconnect, Reassure and Refocus" as a return to school plan. At the system meetings they said that they would not be able to make up this time and to focus on engagement and learning over curriculum coverage. Support staff were here and completed a lot of work during the strike. The time capsule that has been suggested by prior students of our school was not found. CBE shared that report cards will not be coming until the end of February 2026.

5.1.1. Student Count & Class Size- The school received our school budget based on September 30, at 310. Adam's best guess in May was 311. There may be an increase in EA staffing based on the RAM. This year they have 2, 15hr/week EA, up to 25 and 25 per week for EAL help as well. No need of cutting any hours or staff due to cautious budgeting last year.

5.1.2. Staffing Updates- Adam shares that Mrs. Drever returned to Grade 6 this week and Mrs. Thibault who was teaching Grade 6, will cover for Ms. Charlsworth maternity leave in Grade 4. Two Grade 4 teachers are on leave, one short term, Mrs. Hildenbrand from Grade 6 is still on leave with no return date known. Our Assistant Principle's leave is extended until March which means we can likely post a permanent position in February or March 2026. Ms. Rojas is expected to go on leave Q1 2026 for maternity leave. There will likely be no overlap due to staff budgeting.

5.1.3. School Development planning- We are on year 2 of the three year plan currently. Adam shared the draft of the School Development Plan. They are using Building Thinking Classrooms for math strategies-book by Peter Liljedahl. They received specialized training on this last year. At this time 69% of students agree with the statement "I like learning math" compared to 60% in 2024. There seems to be a significant drop in math grade 6 achievement test scores but seems to be expected as the impact of the change in instruction and curriculum change to more transferable math thinking.

5.1.4. Our Early Years Assessments- they have been completed, there is no extra funding at this time. Results have not been given at this time.

5.2. Academic Highlights (student achievement, curriculum, assessments)

5.3. Events & Activities (recent events, upcoming activities)

5.3.1. Alien Inline Residency Dec 1-5, 18

- 5.3.2. Learning conferences- Nov 27-28 included book fair next week
- 5.3.3. Frisbee Rob Residency Nov 24-27
- 5.3.4. Elder Shirley Hill Residency-unable to provide alternative dates this year- we did receive the Grant, looks like last year was her first visit
- 5.3.5. Winter Concert- Division one Grades 1-3, December 10, limited by gym capacity of 313
- 5.3.6. Grade 5&6 skiing- March
- 5.3.7. K-4 Swimming in April

6. Key Communicator Update (Lori)- New elections with new trustees have set the first meetings with Jan 21, April 21, and June 10 2026. Frederique Shares that Patricia Bolger has offered to come to the School Council meetings.

7. Geodome Activities (Pam & Sarah)

- 7.1. Fall Cleanup and events during strike- Pam fixed the solar circulation and completed fall clean up, and prepared for spring planting, no asks at this time, there may be some extension suggested to the water pump hose for the spring for earlier watering. Melanie asks the use of the Geodome, Adam answers that it is busseling from the February onward, there is an expectation that each class is in there and it is led by teachers and tied to the curriculum. Amber offers that it costs next to nothing and there is \$5,000 of the geodome funds available, and Adam reminds us that the \$5,000 reclamation fund is no longer needed and so there is actually \$10,000 available for use. Adam has emails to support this fund no longer needed. There was a flower bed clean up day completed by volunteers during the strike. Melanie asks about the lunch club for the geodome, and Mrs. Charland has done one in the past.

8. Current Business (All)

- 8.1. Dance reschedule and future date options- Frederique shares that the DJ says they will reschedule, Thursday March 19 is a suggested date.

9. New Business (All)

- 9.1. Scholastic Book Fair volunteer sign up- Frederique shares that the set up day is Friday and her and Sarah are sharing, They need 5 volunteers for Friday and Thursday. Sarah asks for a standalone email this week. For flow they can use both spaces in the IDC and the library and suggest having one door for entry and one for exit. Lori suggests the knicknacks away from the check out. Frederique shares that our Librarian has a “donate a book to a classroom” idea. There is lots of discussion about how

to make the flow better during parent teacher conferences in the evening. There is discussion around families wanting to give to the school and this may be a way to support that and the need for books in the classrooms particularly in Grades 4-6.

10. Council Administration

- 10.1. Communications required in coming weeks- none needed at this time

11. Next Meeting

- 11.1. Review December meeting or set next date for January- January 21, 2026 at 6:30

12. Meeting Adjournment (Frederique) at 7:34

CHEES Agenda: 7:30 PM - 8:00 PM

1. Call Meeting to Order (Frederique) at 7:34

2. Financials Update (Amber)

- 2.1. General- \$4,748.54 Balance
- 2.2. Casino-\$73,306.88 Balance
- 2.3. Geodome-\$10,000.03 Balance
- 2.4. Amber aligned all our financial year ends and they were signed off for the previous year. Frederique confirms that the financials were reviewed, signed off and submitted appropriately.

3. Current Business - Fundraising Activities

- 3.1. Fun Lunches- Sarah asks if we should do two more fun lunches to make up for the ones lost in November, Dec 11, and February 26 are suggested dates. Either high earning or local business are preferred. There have not been volunteers from the parent community and Adam is going to follow up on whether that is still working.
- 3.2. Mabels Labels- Frederique shares that it continues, but resources are available, Sarah suggests a plug in the weather gear email needed as winter approaches.
- 3.3. Adam suggests that he heard of an Indigo partner fundraising and Frederique shares that there is an instrument grant through the ATA.

- 3.4. There was discussion around the holiday activities we have done in the past, hampers, and the giving tree. Adam suggested that these be discontinued for this year as he and Tina did not believe the engagement was suitable. For winter and holiday celebrations there is planned to be a Grade 1-3 concert that will be ticketed on December 10, also Adam suggested that there may be a community walk ending with some hot chocolate for the kids during school hours. Sarah, Frederique and Maja discussed some sort of giving back opportunities to be done in the classroom or as a school. It seemed that the council supported some sort of volunteerism, community outreach or collection of gifts, but that nothing had been planned for this yet. Jess spoke about the need to invite the families of the Grade 4-6 students in our school in the future.
4. New Business
 - 4.1. 2025/2026 funding asks and updates
 - 4.2. Coco Brooks fundraising opportunity- Sarah says they are delivered to the school. Lori and Jess share that they would prefer something without spoiling potential. Frederique and Sarah were in favour of giving it a go.
 - 4.3. Art Cards- Maja reminds us that they are coming out in the future and we should receive some fundraising funds for these.
5. Society Administration-funding asks
 - 5.1. Teacher Dinner for conferences, \$400 for pizza-from General Lori Motions, Sarah seconds APPROVED
 - 5.2. Winter Celebration- \$200 for hot chocolate from general Lori Motions, Sarah seconds APPROVED
 - 5.3. Grade 6 Novel sets- 5 copies of 8 titles, \$600(\$15x40)-casino account- Maja motions, Jess Seconds APPROVED
 - 5.4. Ipad cart- Lock N Charge Carrier previously approved for \$2500, final cost is \$2849.07 request for the remaining \$349.07- casino account Lori Motions, Sarah seconds APPROVED
6. Meeting Adjournment (Frederique)- at 8:06 pm