

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

capitolhillschoolcouncil@gmail.com

Meeting: February 18, 2026 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 Eakins, Jess Voykin, Frederique Oberlin, Amber Kirby, Lori Bain, Sarah Devoldere, Rachel Clowes, Chris Laasen

1. Call Meeting to Order (Frederique) at 6:32
2. Land Acknowledgement (Adam) at 6:33
3. Introductions (All)
4. Approval of Minutes from prior meetings
 - 4.1. January 21, 2026 Motioned By Lori, Seconded by Amber **APPROVED**
5. Principal's Report (Adam)

- 5.1. School Updates (enrollment, staffing, facilities)
 - 5.1.1. School Planning Presentation (Adam) The current school development plan focuses on Improving student capacity for mathematical reasoning and problem solving, using vertical math strategies and collaborative tasks. At year 2/3 students have reported a 9% increase in math enjoyment, teachers have reported more confidence in thinking rich math instruction. Mathematical instruction is based more on reasoning than direct instruction, in addition to traditional approaches. Utilizing classmates' ways of doing something, to think of how to problem solve in different ways. The staff at the school is working collaboratively to focus on math and utilizing the "Building Thinking Classrooms in Mathematics" strategies. Amber asks if it is a CBE approach or if it's at other schools. Adam answers that it is at some schools but this is driven at our school by administration.
 - 5.1.2. Our School Budget- Our school received \$2,306,386 for the 2025-2026 school year. Our budgeted amount was 310 students, 2,179,413 went to staffing and \$126,973 went to supplies and other. Teachers-\$1,760,782, support staff-\$188,589, admin-\$230,043. It's budgeted as a position so there is no difference in a tenured or new teacher, so the numbers are not a direct representation, but more as a formula for the school operation. School fees are utilized for field trips, supplies, lunchroom etc. Adam asks for feedback on what activities, field trips or in school programming is desired by the parent council. The school council said that the fees seem reasonable and to plan whatever kids and teachers are passionate about.
 - 5.1.3. Staffing- Ms. Torstensen is covering Ms. Moore's leave until March 16, in Grade 3 Ms. Hildenbrand is back from leave and covering Ms. Rojas leave.
- 5.2. Academic Highlights (student achievement, curriculum, assessments)-report cards Feb 24, 2026 and learning conferences the 26 & 27, our school performs well overall and there is no concerns at this time
- 5.3. Events & Activities (recent events, upcoming activities) Adam and Rachel
 - 5.3.1. Student Voice Shareback- Rachel met with student voice today and there were very varied opinions, Subway was a huge hit. The students would like to see Chipotle, Opa, Boston Pizza and A&W. Noodlebox was not a big hit. Some schools have fun snacks and that has been requested. We discussed this as a potential grade 6 fundraising opportunity for the Gaga Ball pit. They said that they

love residences, and they have requested the Olympic oval. Kids requested family movie night again.

- 5.3.2. Yellow Steps Residency & Funding Request-Funding to Bring Yellow Steps to work with kids for 8-11 days, the cost is \$8,000-\$11,000, she spends 3 hours off site with each class utilizing a 1km radius around our school. Plus approximately \$2000 for teacher training sessions. The whole school approach ties together a cohesive foundation for outdoor and community learning. Frederique asks if we would do it in the fall so it can be utilized for the whole year. Jess asks how we can ensure that the knowledge is carried forward throughout the school year. Adam shares that there is teacher buy-in and that there would be an expectation to ensure that it carries forward through the school year. Sunnyside school has had two past residencies with yellow steps and they highly recommend it.
- 5.3.3. Grade 5 & 6 skiing - March
- 5.3.4. K-4 swimming – April
- 5.3.5. SoundKreations - April
- 5.3.6. Gaga Ball Pit- Grade 6, approximately \$7,000- Adam will email facilities to follow up with the cost and where it can be located. Grade 6 wants to do it as a legacy project.

6. Geodome Activities (Pam)

- 6.1. Shareback from meeting with Geodome original member- shared by email- maintenance is looking great as of now, Pam has a few ideas that she will share at our next meeting after meeting with the teacher lead, Claire.

7. Current Business (All)

- 7.1. Dance - Thursday March 19- Amber to confirm DJ and Photo People. Lori and Frederique can help with the bag. We all agree that we cannot have the side door and no outdoor space use will be part of the dance as it cannot be properly supervised. Frederique suggests a “Spring Fling”. We will discuss more logistics by email. Suggested a volunteer sign up, pizza order person, candy bag, serving utensils, plates

8. New Business (All)-Gaga Ball pit discussed. Grade 6 farewell, Year end food trucks and Volunteer tea will be discussed at the meeting in April.

9. Council Administration

- 9.1. Review of roles and opportunities-Frederique requests school council representation at kindergarten orientation. Treasurer, Secretary, School Council Key Communicator, Activities Director, and other roles. Frederique will draft a communication on that.
 - 9.2. Lori Review of COSC meeting- meeting minutes from Lori added at the end for reference, Next meeting is April 8. Frederique confirms that we have received the grant.
10. Next Meeting
 - 10.1. Wednesday April 15 at 6:30pm
 11. Meeting Adjournment (Frederique) at 8:37
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CHEES Agenda: 7:30 PM - 8:00 PM at 8:37

1. Call Meeting to Order (Chris)
2. Financials Update (Amber) as of Jan 30
 - 2.1. General-\$6,169.33
 - 2.2. Casino-\$64,066.88
 - 2.3. Geodome-\$10,000.03
3. Current Business - Fundraising Activities
 - 3.1. Fun Lunches - update- still need a few more volunteers for the end of the year. Two more fun lunches will be added and Amber will follow up with that.
 - 3.2. Mabels Labels-Frederique will follow up for a code for kindergarten orientation
 - 3.3. Great Little coupon book- there is still interest, there is no risk to the school, there is approval for the dance, 100 is agreed to be the amount to start, and should be run through the classroom leading up to the dance and then at the dance. Frederique will follow up on the square reader for the dance. Adam will follow up Gail and get them ordered.
4. New Business - Funding Requests
 - 4.1. 2025/2026 funding ask decision-making, Previously **APPROVED** by email up to \$600 for boomwackers

- 4.2. Yellowsteps funding up to \$15,000 for Frederique motions, Chris seconds, **APPROVED**
- 4.3. GagaBall- assuming casino funds can be used, council agrees to reserve up to \$5,000 for a Gaga ball pit or a similar outdoor project on school grounds, if casino funds cannot be used we could possibly use \$5000 from our geodome account. Jess motions, Frederique seconds **APPROVED** Adam will follow up with facilities. Grade 6's have agreed to fundraise.

5. Meeting Adjournment (Chris) at 9:03

The first CBE Community of School Councils (COSC) meeting for this school year was held on January 21, 2026. Included in the agenda was an overview of CBE, a presentation from Education Matters, reminders for school councils followed by a roundtable exercise with Ward Trustees.

CBE Overview

The Board of Trustees provides oversight to ensure that its policy expectations are being met. They do not have individual authority, decisions are made by majority vote and they act in the best interests of the CBE. Governance responsibilities include establishing expectations for student results and operational performance through policy. They are also responsible for representation and advocacy efforts with the provincial government. CBE Administration, led by the Chief Superintendent, is responsible for the day-to-day operations and the implementation of policies set by the Board of Trustees. They also oversee major service units such as finance, HR, facilities, technology and transportation. School Councils are responsible for advising principals and the Board of Trustees on school matters to ensure parent and community perspective is represented. They also provide consultation on school budgets and school development plans.

Education Matters

Education Matters is a registered charity and fundraising partner for CBE. Their focus is on student success in the areas of learning essentials, extraordinary experiences and preparing for the future, including student awards. They also facilitate investment in specific schools and

encourage direct, undesignated donations to support individual school programs and rising student needs. They distributed \$2.6M to schools in 2025.

School Council Reminders

The Board of Trustees pays the annual membership fee for any school council who wishes to belong to the Alberta School Councils Association (ASCA). The \$500 Alberta School Council Engagement (ASCE) Grant is being funded again this year and information on how the money can be spent is posted on the ASCA website. School websites have dedicated pages for school councils and parent societies to communicate with families. CBE channels as well as school council distribution lists for families to subscribe to are other options for communicating with the school community. Ward trustees are willing and interested in attending school council meetings. Contact information can be found on the CBE website.

Roundtable

Grouped with other school council members from our ward, we were asked to answer three questions:

1. What is important to your school community?
2. What creates community at your school?
3. What are the most important topics for your school council? Class sizes, EA's, Parent engagement, Specialized learning were common answers.

The next COSC meeting will be on April 8, 2026.