

PNCS School Council Meeting Minutes

Date: September 14, 2026 **Time:** 4:00 PM **Location:** PNCS Library (with online option)

1. Call to Order

Chair **Jessica Seatter** called the meeting to order at **4:12 PM**.

2. Attendance

Jessica Seatter, Keeara King, Tina Hutchison, Caylene Royea, Rob Weiss, Lisa Lawerance, Diana Hunt, Nick McCann, Donelle Young, Ariana Montgomery, Jesslynn Smith.

3. Approval of Agenda

Jessica asked if there were any amendments to the agenda.

- **Motion:** Approve the agenda
- **Moved by:** Lisa
- **Seconded by:** Keeara
- **Result:** Motion carried

4. Review and Approval of Previous Minutes

Jessica reminded attendees to review minutes prior to meetings; minutes are posted on the school website.

- **Motion:** Approve AGM minutes
- **Moved by:** Keeara
- **Seconded by:** Donelle
- **Result:** Motion carried

5. Election of Representatives

Jessica reviewed the elected representatives for the 2026–2027 school year:

- **Chair:** Jessica Seatter
- **Vice Chair:** Keeara King
- **Secretary:** Tina Hutchison
- **K–3 Representative:** Angela Boelman
- **4–6 Representative:** Diana Hunt
- **7–9 Representative:** Lisa Lawerance

All representatives agreed to continue in their current roles.

- **Motion:** Maintain current representatives
- **Moved by:** Lisa
- **Seconded by:** Donelle
- **Result:** Motion carried

6. Meeting Dates for 2026–2027

The following dates were presented and accepted for upcoming School Council meetings:

- November 2, 2026 – 4:00 PM

- January 4, 2027 – 4:00 PM
- March 1, 2027 – 4:00 PM
- June 8, 2027 – 4:00 PM
- **Motion:** Approve last meeting minutes
- **Moved by:** Keeara
- **Seconded by:** Ariana
- **Result:** Motion carried

7. Trustee Report – Nick McCann

Nick reported that there were no major updates at this time.

- Next board meeting: September 23
- Policy updates will be forwarded to Jessica when available
- No changes to spending authority; remains the same as last year
- Bill 1 is forthcoming; more information will be shared when available

8. Principal Report – Rob Weiss

Sports

- PNCS will have Tier 1 and Tier 2 volleyball teams for both boys and girls.
 - Girls coaches: Mrs. Rau and Ms. Craig
 - Boys coaches: Mr. Lawerance and Mrs. Seatter
- Teams attended a U of A tournament with several close games.
- Pep rally held September 11.
- Phys Ed meeting held September 11.
- Soccer tournament in Fawcett scheduled for September 23 (concession volunteers needed).

Staffing Updates

- Natalie Kerckhof began on September 14 as Homeroom 7, Junior High Science, and 5/6 afternoon teacher (replacing Mrs. Walker).
- Tammy Runnalls hired as a new Kindergarten EA, bringing the total to two EAs in Kindergarten.

CTF Programming

Expanded CTF options for 2026–2027:

Mrs. M: Leadership, Christmas Concert, Art, Driver's Education, Foods **Ms. W:** Fitness & Nutrition, Film Study, Winter Sports, Cosmetology, Summer Fitness

Enrollment

- Enrollment increased from 178 (2025–26) to 189 students this year.
- Average class size: ~20 students per grade.

Events

- Terry Fox Run: September 24 at 2:15 PM, followed by an ice cream sale.

Safety Drills

- First fire drill: September 9
- Next fire drill: September 21

- First lockdown drill: October 7 at 12:45 PM (For the second lockdown of the year families will only be notified after the lockdown drill happens)

Library

- New library books have been ordered; some have already arrived.
- Only library books have been updated, textbooks have not.

House Groups Initiative

A new K–9 community-building structure has been introduced. Students selected their group names:

- Fire Breathing Ducklings
- Green Elks
- Black Mambas
- Pink Owls

Purpose: strengthen community, collaboration, and cross-grade engagement.

AADAC Presentation

Jack visited on September 11 to speak about addictions. Student feedback has been positive.

Hot Lunch Program

The school is seeking a partner to support hot lunches.

Curriculum Updates

New curriculum implemented for:

- Math 7–8
- Phys Ed & Wellness 7–9
- Career Education & Financial Literacy 7–9

Assessment & Reporting

Upcoming communication will explain PowerSchool gradebooks and outcome-based reporting.

Goal Setting & Reporting

- Goal setting meetings: October 15 & 21
- Report cards distributed: November 26

Junior High Parent Meetings

Lisa asked whether parents could meet all junior high teachers together. Rob will consult teachers and report back.

Junior High Concerns

PE Time: Keeara expressed concern that 30 minutes is insufficient due to changing time. Rob noted students now have a 15-minute morning break with gym/outdoor access. Schedule changes are not possible at this time.

Time to eat: Some students feel rushed and that they do not get enough time to eat and arrive home hungry. Rob will speak with teachers about allowing eating during class when appropriate.

Device Access: Concerns were raised about fairness in allowing phone access but not Chromebooks, as some students do not have phones. Maybe this can be looked at if it becomes an issue with the kids but at the moment the idea is to limit how much time kids spend on their devices and Rob has found that thus far most kids are just quickly checking their phones instead of sitting and playing on their phones that whole time. His concern is that if they allow kids their Chromebooks as well that instead of having actual human interactions that all the kids will

gravitate toward their devices. Keeara asked about an Apple Watch policy; Rob confirmed none exists. Rob stated that he will continue discussions with junior high staff and students on these subjects.

Community Engagement Grant

"We will plan to make a decision on the Nov. 2 meeting as to how to use the \$500. Jessica will send out the sessions that ASCA offers to the council over email prior to the meeting."

9. Fundraising Report

Account Balances

- **General:** \$17,597.67
- **Rink:** \$6,508.89
- **Casino:** \$3,149.12

A total of \$4,230 was paid to the school for year-end field trips (Grades 1–9 at \$30/student).

Upcoming Fundraisers & Volunteer Needs

- Planting 50 poplar trees along the highway
- Little Caesars kits returning this fall
- Volunteers needed for Fawcett soccer tournament concession
- Volunteers needed for Century Casino (St. Albert) – December 1 & 2
- Skate-a-thon planned for January/February 2027

Old Business

Backpacks & Flapjacks event was successful, though pancake quantities were overestimated.

Library Committee Report

- Received a \$3,000 grant (must be used within one year).
 - Approximately \$1,200 of the grant money has been spent so far, split evenly between K-Gr 3, Gr 4-6, and Gr 7-9 with a good majority of the resources selected are non-fiction books.
- Additional parent help selecting books would be appreciated.
- YRL offered to visit and help identify library gaps.
- National School Library Day: October 26 – planning a celebration possibly.
- Continued advocacy for a school librarian.

Next Meeting November 2, 2026 4:00PM

Jessica closed the meeting at 5:15 PM.