



MEETING MINUTES

In Attendance

- Meagan Lundgren, Belfast Principal
- Clancy Evans, Belfast Vice Principal
- David Tran, Council President
- Kristina Prins, Council Treasurer
- Lois Mafrika, Council Secretary
- Chelsea Patrick
- Claire Kain
- Eleese Llewellyn
- Emily Keenan
- Robin Pommier
- Ryan Llewellyn
- Regrets: Amanda Priolo, Au Pham, Brandy Bradford-Morin, Fauzia Nasery, Hedi Syme & Kim Buchanan

Call to Order

- Belfast Parent Council meeting called to order at 6:30pm.

Welcome and Introductions

- Contact sheet was circulated.

Approval of the Agenda

MOTION: David moved to approve May 19, 2026, agenda as presented, seconded by Claire, all in favour, CARRIED.

Approval of the Minutes from the Last Meeting

MOTION: David moved to approve April 21, 2026, Meeting Minutes, seconded by Claire in favour, CARRIED.

Review of Email Motions to be Added to Minutes

- None.

Reports

School Update – Megan/Clancy:

- Acknowledgement of the Land.
- Teacher presentation – Grade 5/6 – Debbie Posadas & Veronika Horluts
 - First PAT next week, all tests are completed online.
 - Students will be provided with support with signing in and accessing the tests. Have done their best to prepare students with PAT Strategies etc.
 - Grade 6 farewell
 - Thursday June 25th, 1:30pm
 - Invites have gone out the families
 - Student led this year with an incredible parent committee.
 - Theme is Western with flowers and a boho feel, students can dress in theme.

- Baby pics provided as a highlight.
- Celebration & Thank Yous
 - Thank you for everything, this time of year is busy especially in Elementary, a lot of family time is monopolized.
 - Thank you to those parents that helped with the Oz! production
 - Thank you to all field trip volunteers, couldn't have field trips without parents.
- Updates
 - Kindergarten AM/PM Lottery was completed, thank you David for helping. A very strict process had to be followed with names pulled in a specific order.
 - Waiting on confirmation of times for AM/PM classes.
 - School declaration is not approved yet, but hours will be the same as last year.
 - By the end of May all key dates and time will be submitted for next year.
 - The class list process has begun –
 - This is a huge process and not taken lightly. A lot of time is spent building these lists.
 - Good class lists can set all students up for a successful year.
 - Are mindful of balancing students with learning needs, boys/girls, ensure that everyone has a friend, etc.
 - RAM is finalized and is conservative. We need 5 more students to come through the door for our budget.
- Staffing
 - All configurations and teacher assignments are tentative.
 - 1, grade 1 class – 15 kids as of right now. Ms. Powell will be teacher and Learning Lead for literacy.
 - 2, Grade 2/3 with 20 kids each.
 - 2, grade 4&5 classes 18-19 students, Ms. Posadas will be LL for numeracy
 - 1, grade 6 class – a lot of things are unique to grade 6, so that was the decision.
 - Largest class size is 21 students.
 - LEAD – 10 students returning next year, will get more and aiming for 15 students in each class. Ms. Duda and Ms. West will be returning.
 - Melissa Holmes will move into Complexity Lead for Literacy next year.
 - Fine Arts Teacher – Mr. U is the full-time teacher.
 - Kindergarten – Ms. Ross will be leaving as she prefers part time. A new full-time teacher will be hired.
 - As enrollment numbers are down for the upcoming year, there isn't a budget for a part time PEW teacher next year.
 - June 8-9 will be busy with hiring, expecting a lot of applicants.
 - Experience and continuity are needed for Kindergarten.
 - Another EA can be hired; Ms. Rebecca has been great.
 - New faces next year but a lot of choice of who those people will end up being.
- School Development Plan (SDP)
 - Finished.
 - Provincial assessments for the spring are being completed.
 - More updates at the end of the year.

Chair Report - David:

- Thank you for attending the meeting.
- Excited to volunteer tomorrow for the TELUS Spark Field Trip for Grade 1 & 2's.
- Casino this weekend, thank you to everyone who has signed up.
- Council members
 - Kristina, Lois and I will be returning as the Executive.

- Robin is happy to take on the Casino Coordinator Role unless someone else wants to.
- Chelsea will be coming back.
- Claire will not be returning as her daughter is moving to Junior High.

Kindergarten Report (Vacant):

- No report.

Key Communicator - Kim:

- Details from the Community of School Council Meeting highlights are in this link: <https://cbe.ab.ca/get-involved/school-councils/Documents/20260422-COSC-Presentation.pdf>
- There is some breakdown of class size numbers and complexity data in the presentation.
- There is some information from the community of school council meeting survey about what parents want to see at these meetings with the top results being:
 1. Learning environment (class sizes, supports, and programming)
 2. Parent communication and engagement
 3. Student safety, well-being, and inclusion.

New Business

- None.

Next Meeting Dates

- Tuesday, June 16th, 7:30pm AGM, In Person.

Adjournment

- Belfast Council Meeting adjourned at 7:09pm.