

Pine Street School Council Meeting

May 11th, 2021

The regular meeting of Pine Street School Council was duly called and held on May 11th, 2021, virtually via Google Meets. Quorum was present.

In Attendance:

Executive: Lesley Bowman (Chair), Cara Kern (Vice-Chair), Lorena Ellsworth (Secretary)

Administration: Tracey Arbuthnott (Principal), Kerri Williams (Assistant Principal)

Parents: Leah Brown, Jamie Wells, Tracey Nielsen, Janice Mills, Omosede Tosin*, Megan Hahn*

Community: Trina Boymook* (Board Chair, EIPS)

* Denotes partial attendance.

1. Chair, Lesley Bowman, calls to order at 6:00pm.
2. Opening Remarks & Welcome – Lesley Bowman
 - a. Treaty Six Acknowledgement
3. Attendance and Introductions.
4. Additions to Agenda
 - a. Chair report – Sherwood Heights replacement school project.
 - b. Letter from caregiver re: draft K-6 curriculum.

MOTION: Cara Kern motions to accept amended agenda, Jamie Wells seconds.

OPPOSED: None

CARRIED

5. Approval of Minutes from March 9th, 2021

MOTION: Cara Kern motions to accept March minutes, Jamie Wells seconds.

OPPOSED: None

CARRIED

6. Trustee Report – Trina Boymook
 - a. The Board held numerous budget working sessions as we prepared for April 22 Board meeting where we approved allocations to schools and departments, as well as the use of reserves. The Board approve a two-year reserve plan that addresses our transition to COVID recovery, COVID recovery plan, the Mission and Values of EIPS along

with the Goals and Outcomes within Priority 1 Promote growth and success for all students and Priority 2 Enhance high-quality learning and working environments of our Four-Year Education Plan. The reserve plan has a value of \$5.76M with \$4.66M being spent in year one with the remaining \$1.1M being spent in year two. Highlights from the reserve plan are:

- i. \$2.1M response to COVID costs (PPE and sanitization)
 - ii. \$500K Learning Loss (COVID recovery)
 - iii. \$500K Student Social Emotional Support (COVID recovery)
 - iv. \$130K Career Pathway's Consultant
 - v. \$393K Consultants (Numeracy, early learning and assessment)
 - vi. \$175K New Curriculum
 - vii. \$20K Junior High Honours
 - viii. \$116K Home Education
 - ix. \$250K Modular Year 3 Mechanical Cooling program
- b. It should be noted that EIPS will not be providing an out of school learning option for the 2021-22 school year. EIPS fundamentally believes that it is the best for students to be physically present in school. As we transition to COVID recovery, EIPS will be offering a Home Education option that will only be offered to those currently registered in out of school learning and will be offered through Next Step. Those that choose the Home Education option will be committed to the program for the full school year and will not be offered an opportunity to transition back to the classroom during the 2021-22 school year.
 - c. On April 22, the Board also approved the Administrative fees and School Fees. I would like to advise you that the Board will not be considering a Technology Fee this year. The Board has deferred these conversations for another year while Senior Administration updates the Division Technology Plan.
 - d. The Board held a special meeting on March 25 to approve a motion to update our modular request to move two additional modulars from ecole Campbelltown that will be relocated to Ardrossan Jr/sr. This will result in a total of 4 modulars being removed from ecole Campbelltown and 2 from Pine Street.
 - e. At the special meeting we also approved the use of To Be Allocated funds to hire three full time Family School Liaison Workers to connect with identified out of school learners that we have had limited connections with as part of our COVID Recovery support. This work will start early April and continue until the end of June.
 - f. On March 29, Board Chairs and Superintendents met with the Minister of Education to be debriefed on the release of the draft Curriculum. The Board contracted Janice Aubrey, a curriculum expert of considerable renown not only in Alberta, but on the international front as well to provide the Board a high-level governance summary of the strengths, opportunities for improvement and areas of concern. This report was sent to the Minister as part of our initial feedback. A copy of this report will also be provided for our parents later this week. We encourage parents to take time to review report, the information that is available by the Alberta Education and complete the survey that the Minister has set up to collect feedback on Alberta Education website.
 - g. Questions/comments

- i. Regarding the draft curriculum – Clover Bar Jr High School Council submitted a letter of their concerns, can Pine Street School Council do this?
 - 1. The Board is archiving all the letters they have received from Councils and will be summarizing and sending the concerns to the government.

7. Administration Report – Tracey Arbuthnott

a. School News

- i. The school has been very busy over the last 8 weeks (time is just flying by!!)

b. Budget

- i. Well, it is going to be a challenging year coming up.
- ii. 95% Staffing, 5% Services / Contracts / Supplies.

Total budget 2020-21	\$2,639,746							
Total budget 2021-22	\$2,470,652							
LESS	(\$-169,094)							
Allocations for Special Needs								
From Budget	ECS EA funding	Universal Supports & Services Allocation	Targeted Supports	Specialized Supports (\$13,000 each)	Intensified Supports (\$42,000 each)	Total	Staffing \$\$\$	Variance
2020-21	\$38,200	\$0	\$0	\$104,000	\$168,000	\$310,200	\$310,200	LESS
2021-22	\$30,300	\$0	\$0	\$78,000	\$84,000	\$192,300	\$192,300	(\$-117,900)
Number of EAs supported								
EA standard cost 2020-21	37.44 /hr	6.0 hr/day @ \$37.44	\$224.64/day	\$224.64				
EA standard cost 2021-22	38.60/hr	6.0 hr/day @ \$38.60	\$231.60/day	\$231.60				
total cost per day		\$310,200 divide \$205.92 per day	1380.88	days of EA time /year	196			
total cost per day		\$192,300 divide \$231.60 per day	830.31	days of EA time /year	196			
# of EA's 2020-21	196 days in 2021-22 school year divide by number of days in budget	Number of EA's	7.04528606		EA time: 8:20 to 3:20 = 7.0 hr min 0.5hr for lunch and 0.5 for noon supervision SGF = 6.0 out of budget			
# of EA's 2020-21	196 days in 2021-22 school year divide by number of days in budget	Number of EA's	4.23628		EA time: 8:20 to 3:20 = 7.0 hr min 0.5hr for lunch and 0.5 for noon supervision SGF = 6.0 out of budget			
Support for Kindergarten								
Kindergarten 2020-21	\$38,200	div by \$37.44 and 196 days	5.2	hours/day	Number of EAs As FTE	0.8		
Kindergarten 2021-22	\$30,300	div by \$38.60 and 196 days	4	hours/day	Number of EAs As FTE	0.6		
PALS Programing funding								
PALS Allocation 2020-2021	480,446	2 teachers @ \$105,170 each = \$210,340	6 EAs @ 37.44/hr @ 6.1 hour /day @ 196 days /year = \$268,579.58	PALS total staffing Costs = 478,919.58	Funding left after staffing for subs and supplies and materials = \$1526.42			
PALS Allocation 2021-2022	492,732	2 teachers @ \$106,335 each = \$213,870	6 EAs @ 38.60/hr @ 6.1 hour /day @ 196 days /year = \$276,900.96	PALS total staffing Costs = \$490,770.96	Funding left after staffing for subs and supplies and materials = \$1961.04			

c. Class Configuration 2021/22

In Budget	Projections	Grade Actuals	Grade	Size
		Principal 1.0	all	
		Assistant principal 0.75/0.25	all	
		Counselor 0.5	all	
		Music	all	
		PALS (am/pm)	A	11
Two programs (55)	41	27	B	11
		Kindergarten	KA	15
44	44	33	KB	18
		Grade one	1	25
48	48	50	1	25
		Grade two	2	27
32	36	31		4
			2/3	28
		Grade three		23
39	42	42		18
			3/4	29
		Grade four		11
41	42	41	4	30
		Grade five	5	30
40	43	41		11
		Grade six	5/6	30
49	47	50		19
			6	31
293	302	K-6	Total	309

d. Classroom Composition at Pine Street

- i. We strive to do our very best when it comes to meeting the needs of all our students. Our teachers spend a substantial amount of time transitioning with the previous year's teachers as we build the class lists for the next school year. As educational professionals we match the needs of students, the dynamics of the classrooms and expertise of our teaching staff to build optimal learning environments for our students. Our goal is to build academically successful, socially responsible, and emotional stable classrooms that promote optimal student learning and educational success. We consider a variety of educational factors that include but are not limited to academic performance, work habits, learning styles, interpersonal/social skills, and psychological development. We thank you for working with us, as our professionals with their extensive educational expertise and experience build optimal learning environments for the upcoming school year to maximize your child's success.

e. Bell Schedules for Next Year

- i. Proposed to continue with schedules per this year.

Regular Day	
GROUP A: ECS and Grades 3 & 4	
Entrance Bell	8:30
Period 1	8:35 - 9:07
Period 2	9:07 - 9:39
Period 3	9:39 - 9:56
RECESS	9:56 - 10:11
Period 4	10:13 - 11:00
Period 5	11:00 - 11:32
LUNCH	11:32 - 12:32
Period 6	12:32 - 1:04
Period 7	1:04 - 1:36
Period 8	1:36 - 2:08
INTERNAL BREAK	2:08 - 2:11
Period 9	2:11 - 2:43
Period 10	2:43 - 3:15
DISMISSAL	3:15

Early Dismissal	
GROUP A: ECS and Grades 3 & 4	
Entrance Bell	8:30
Period 1	8:35 - 9:01
Period 2	9:01 - 9:27
Period 3	9:27 - 9:53
RECESS	9:53 - 10:08
Period 4	10:10 - 10:36
Period 5	10:36 - 11:02
LUNCH	11:02 - 12:02
Period 6	12:02 - 12:28
Period 7	12:28 - 12:54
Period 8	12:54 - 1:20
INTERNAL BREAK	1:20 - 1:23
Period 9	1:23 - 1:49
Period 10	1:49 - 2:15
DISMISSAL	2:15

Regular Day	
GROUP B: Grades 1 & 2/Grades 5 & 6	
Entrance Bell	8:30
Period 1	8:35 - 9:07
Period 2	9:07 - 9:39
Period 3	9:39 - 10:11
RECESS	10:11 - 10:26
Period 4	10:28 - 11:00
Period 5	11:00 - 11:32
LUNCH	11:32 - 12:32
Period 6	12:32 - 1:04
Period 7	1:04 - 1:36
Period 8	1:36 - 2:08
INTERNAL BREAK	2:08 - 2:11
Period 9	2:11 - 2:43
Period 10	2:43 - 3:15
DISMISSAL	3:15

Early Dismissal	
GROUP B: Grades 1 & 2/Grades 5 & 6	
Entrance Bell	8:30
Period 1	8:35 - 9:01
Period 2	9:01 - 9:27
Period 3	9:27 - 10:08
RECESS	10:08 - 10:23
Period 4	10:25 - 10:36
Period 5	10:36 - 11:02
LUNCH	11:02 - 12:02
Period 6	12:02 - 12:28
Period 7	12:28 - 12:54
Period 8	12:54 - 1:20
INTERNAL BREAK	1:20 - 1:23
Period 9	1:23 - 1:49
Period 10	1:49 - 2:15
DISMISSAL	2:15

- f. Facilities News
 - i. New bookcases are in the library (look great!)
 - ii. Painting Updates: The hallway and stairwell in the Division 1 area were painted over the Spring Break and more of the teal was removed. Decals and acrylic panels will be coming to brighten up those areas as well as the Division II boot room when the paint cures.
 - iii. The lockers for the Division II hallways have been ordered and are set to be installed over the summer.
 - iv. Front office modernization and ergonomic updates for the two Lisas.
 - v. There will be some lighting modernization occurring in the gym hallway, main foyer and outside the front office soon.
 - vi. Refreshing some of the outside painting games and adding a few games to the tarmac and sidewalk has occurred.
 - vii. New intercom system over the summer (paid by Central).
 - viii. Installing a keyed lock on all the outside entrances.
 - ix. Front entrance is getting a buzzer entry lock, camera and intercom (paid by Central). During school hours, this will be the only entry for guests.
 - x. More outside cameras (paid by Central), adding more internal cameras (paid by school).
- g. Staff and Parent Engagement Surveys (WOW!)
 - i. [EIPS PNE Staff Engagement Survey](#)
 - ii. [EIPS PNE Parent Engagement Survey](#)
- h. Fees outstanding: \$5400
- i. Mrs. Kerri Williams will be moving next year to Win Ferguson Elementary in Fort Saskatchewan.
- j. Questions/comments
 - i. Will there be an afternoon recess in the bell schedule for next year?
 - 1. Not likely, in order to maintain the lunch recesses with divided cohorts, there is not time for an afternoon recess.

8. Teacher Liaison Report – Kerri Williams

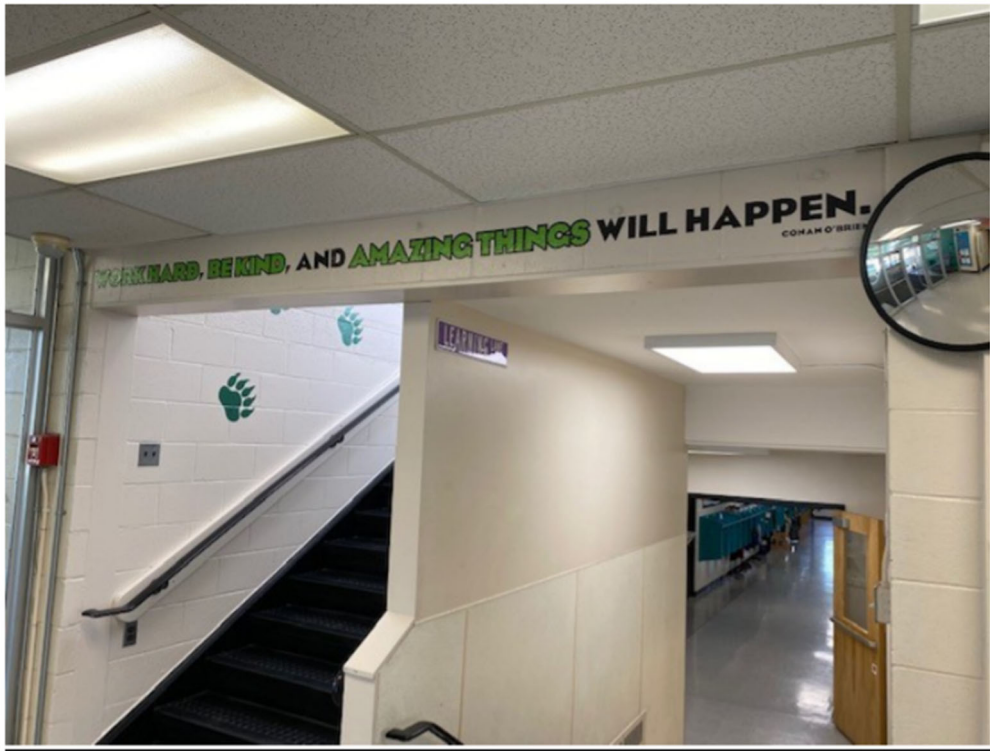
- a. First Nations, Métis and Inuit Education
 - i. May 2021 School Update
 - 1. We booked the Métis Crossing for a staff PL day for the 2021-22 school year. The morning focuses on TQS training, followed by a Métis lunch, and then a traditional land-based workshop in the afternoon.
 - 2. On May 7, staff participated in a Google Meet with Krista Leddy, a Métis Crossing representative who focused on the land relationships and the Seven Sacred Teachings.
 - 3. Mrs. Vetro will be visiting classrooms when students return to support the [Sacred Teaching of Truth](#).
 - ii. First Nations, Métis, and Inuit: Division Reminders
 - 1. The EIPS First Nations, Métis and Inuit education team has launched a new blog entitled [tawâw, miyoonakishkatoohk, welcome!](#) The

monthly blog offers readers information and resources about Indigenous education and related events taking place throughout the Division.

b. School Updates

- i. Staff has done an outstanding job transitioning to remote learning in a short timeframe. The focus for elementary aged students is literacy and numeracy instruction.
- ii. We had some decals added to our Division One hallway and boot room area on May 7:







- c. Upcoming School Reminders
 - i. May 21 – NO SCHOOL: School Closure Day
 - ii. May 24 – NO SCHOOL: Victoria Day

- iii. May 25 – Students return to in person learning!!!!
 - iv. May 28 – Rainbow theme day – dress as colourful as you can
 - v. June 2 – Early Dismissal (2:15 p.m.)
 - vi. June 8 – School Council Meeting (6:00 p.m.)
 - vii. June 10 – D.A.R.E. program ends for 5/6L and 6H/W classes
 - viii. June 25 – Last instructional day for the 2020/21 school year.
- d. Questions/comments
- i. Will the Grade 6 Farewell look similar to last year’s ceremony?
 - 1. Have just received guidelines from Division so will be ironing out details in the next month.

9. Chair Report – Lesley Bowman

- a. I would like to thank Mrs. Williams for all that she has done for us and our kiddos here at Pine Street, whether teaching grade 3 or her role as an administrator, you’ve been a kind, warm, and generous person in our lives. Your calming voice is always reassuring, I can’t imagine you getting angry and I believe Pine Street Students have benefitted immensely from your work here. I am sad to see you go but consider us lucky and blessed to have had you and the students, staff, and caregivers at Win Ferguson will now have the opportunity to have you in their lives. As a professional, I hope this opportunity allows you to grow and develop and you’ll be an even better administrator for it. Thank you for all you’ve done for us at Pine Street.
- b. Committee of School Councils
 - i. Our COSC meetings in April and May were well attended and informative.
 - ii. We received reports from Board Chair Boymook, ATA Local President Deneen Zielke, and Superintendent Liguori around the Draft K-6 Curriculum, the EIPS Budget, and the district COVID update, we also heard from Associate Superintendent Stoddard with a presentation from Marcus Reed with Supports for Students on what Inclusive Education looks like in EIPS.
 - iii. If you are curious about any of these presentations, please reach out, we would be happy to share them with you. As always, you will find a wealth of knowledge and resources on the EIPS website.
 - iv. We also had the opportunity – and this was made available on the Pine Street website as well – to join in a [virtual presentation](#) hosted by Strathcona Christian Academy featuring Dr. Alex Russell – ‘Keeping Them Safe While Helping Them Grow’ and it was fabulous. It was an hour and a half, but for me it was very much worth it, and I would highly recommend taking a listen.
- c. Alberta School Councils’ Association – Resolutions
 - i. It was good to see familiar names at the ASCA Conference and AGM over the weekend of April 23, 24, and 25th. Thank you to the Board for sponsoring our participation.
 - ii. The plenary sessions, discussions, and breakouts were all wonderful.
 - iii. It was my first ‘virtual’ conference and while I missed the face-to-face interaction, I really appreciated the opportunity to hear the speakers and hear from parents around the province.

- iv. The AGM was less painful than the RGM in October, although, there were some eye-rolling moments. I really miss our EIPS table(s) and the good discussion and engagement with the advocacy resolutions, but it was still a fun experience.
- v. A [summary of the outcomes](#) of the voting, as well as the amendments to resolutions, is available on the ASCA website, but here is a basic run-down of how the votes went:
 - 1. A21-01 – Carried
 - 2. A21-02 – Carried
 - 3. P21-01 (Revised) – Carried with Amendments
 - 4. P21-02 - Carried with Amendments
 - 5. P21-03 (Revised) – Carried with Amendments
 - 6. P21-04 – Withdrawn By Sponsor
 - 7. P21-05 (Revised) - Carried with Amendments
 - 8. P21-06 – Defeated
 - 9. P21-07 (Revised) – Defeated
 - 10. P21-08 – Withdrawn by Sponsor
 - 11. P21- 09 – Defeated
 - 12. P21- 10 (Revised) – Defeated
 - 13. P21- 11 – Ruled out of Order as it conflicts with ASCA’s Objects of Incorporation
- vi. The process for voting and for proxies was very easy and seamless this year. Thank you to ASCA for a job well done.
- d. [Caregiver Education Series](#)
 - i. Alberta Health Services is hosting a series of virtual caregiver information sessions focused on ways to support students’ mental health. The sessions are free and geared toward parents, caregivers, teachers and community members who want to learn more about challenges impacting children and adolescents. Session topics include anxiety, ADHD, depression, self-harm, technology, teens and teaching leadership skills, communication, resiliency, and more.
- e. Saffron Cyber Second
 - i. The [latest issue](#) of the new Saffron Cyber Second is now available. Read it to learn tips, tools and strategies aimed at helping children develop skills for healthy and safe online experiences.
- f. Sherwood Heights Replacement school
 - i. Did not make funding list for 2021/22 capital projects.
 - 1. Website: www.ReplaceSherwoodHeights.ca for awareness campaign
 - a. Results of Value Scoping Session
 - b. History of Capital Plans
 - c. Additional resources for parents
- g. Letter received from concerned caregiver regarding Alberta [Draft Curriculum](#)
 - i. Please email pinestreeetsvp@gmail.com for more information on public groups available or the caregiver’s contact information.

1. “Chalk the walk” initiative where we are encouraged to leave chalk messages near high traffic areas like mailboxes and schools. We invite like-minded individuals to join us in this [initiative](#).
 2. A non-partisan [web page](#) sponsored by the Association of Alberta Deans of Education
 3. [SOS Alberta](#): a non-profit non-partisan advocacy group promoting and protecting public education
 4. Facebook group: Albertans Reject Curriculum Draft
- ii. Please send your personalized letters regarding the Draft Curriculum to the MLAs ([Nate Glubish](#), [Jordan Walker](#)), Education Minister [Adriana Lagrange](#)) and cc: [Trina Boymook](#)
- h. June AGM
- i. Will review and re-adopt policies for next year, and hold voting for executive (3 positions available: Chair, Vice-Chair, Secretary)
 - ii. Policies can be found on the school [website](#), please review prior to the meeting.
- i. Questions/comments
 - i. None.

MOTION: Cara Kern motions to adjourn meeting at 7:29pm. CARRIED.

The next regular meeting will take place on Tuesday, June 8th, 2021 at 6:00pm, virtually via Google Meets.

These minutes are respectfully submitted by:

Lorena Ellsworth, Secretary

Adopted by Council in the meeting of June 8th, 2021.

Lesley Bowman, Chair