

Pine Street School Council Meeting

September 14th, 2021

The regular meeting of Pine Street School Council was duly called and held on September 14th, 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), Sheryl Tsiclas (Assistant Principal)

Parents: Megan Hahn, Janice Mills, Trina Loucraft, Leah Brown, Shelby Kirillo*, Megan Sherren, Tracey Woywitka, Jamie Wells, Jodie Maki, Jana Chouinard

Community: Trina Boymook (Board Chair, EIPS)

* Denotes partial attendance.

1. Chair, Lesley Bowman, calls to order at 6:01pm.
2. Opening Remarks & Welcome – Lesley Bowman
 - a. Treaty Six Acknowledgement
3. Attendance and Introductions.
4. Additions to Agenda
 - a. None.

MOTION: Cara Kern motions to accept agenda as is, Jamie Wells seconds.
OPPOSED: None
CARRIED

5. Approval of Minutes from June 8th, 2021

MOTION: Cara Kern motions to accept June minutes as is, Jamie Wells seconds.
OPPOSED: None
CARRIED

6. Trustee Report – Trina Boymook
 - a. The Board met over the summer to review the return to school guidelines. The Board held a special meeting August 18 to consider masking protocols. The Board debated the merits of 3 different options provided by Administration. The Board defeated motions for options 1 and 4 and approved option 2 that would require masking for all K-6 students and made masking optional for grade 7-12 schools located in

- communities who have at least 70% of eligible youth fully vaccinated, while those located in communities below the threshold, masking would be required. On September 2, a Special Meeting was called again; the Board approved a motion to suspend the 70% provision and require all grades 7-12 to mask. The Board will continue to monitor the situation and has committed to revisiting the masking decision any time before or on January 20, 2022.
- b. Also at the September 2 Special Meeting, the Board approved a motion that requires masking for all visitors in all schools and division buildings.
 - c. With the exception of masking, the Division is returning to normal operations. Field trips, sport teams, extracurricular and performance will return. It should be noted that Metro Athletics decided there will be no spectators for indoor events for the month of September and that spectators are allowed for outdoor events, with masking being highly encouraged and social distancing protocols are to be adhere to.
 - d. Just a reminder that the Board has invested \$1M from reserves to address learning gaps as part of our COVID recovery plan over the next 2 years, as well as \$500K to enhance school's social emotional supports. As a safety measure, the Board will maintain the cleaning and sanitizing protocols introduced last year as part of our response to COVID plan. \$2.1M has been allocated to keep it in place.
 - e. The Board will be making an application to access some of the \$45M that the Minister has made available to address learning achievement gaps for Grades 1-3.
 - f. At the September 2 Special Meeting, the Board approved a motion to amend out division calendar to make September 30 a school closure day. This is in response to the Federal Government decision to provide a statutory holiday to reflect on Truth and Reconciliation.
 - g. The Board of Trustees have sent the Minister of Education a copy of the work that was completed over the summer on draft K-6 curriculum. The letter outlines our concerns with the draft curriculum and provides detailed information on what we specifically would like to see be addressed before it is implemented in schools.
 - h. First Committee of School Council meeting will be held on October 6 and will be virtual for the first meeting.
 - i. Questions/comments
 - i. Thank you to Trina for your composure and advocacy during the Board meetings and for always having our children's best interests in mind!
 - ii. Are there restrictions on deployment of the potential 16 weeks of funding? Related to STAR (reading assessment completed throughout the year) and MIPI (math test completed as baseline assessment at beginning of year)?
 1. Assessment needs to be completed to back our application to demonstrate that our students are not where they should be and to understand our degree of need. Focus will be on grades 1, 2 and 3 (based on learning achievement gap noted last year). We will be required to account for where the funds are allocated. Assessment tools are currently being evaluated, Sandra Stoddard is advocating for STAR and MIPI.

- 7. Administration Report – Tracey Arbuthnott
 - a. PNE School Education Plan 2021-2022
 - i. (Year 1 - New Goals)
 - 1. Goal 1: Pine Street School will enhance student engagement and achievement by focusing on research based effective teaching practices and their implementation throughout the school.
 - 2. Goal 2: Pine Street School will enhance students’ critical thinking, problem-solving skills, and creativity.
 - 3. Goal 3: Pine Street School will maintain our positive school culture that acknowledges the academic, emotional, and social needs of students.
 - ii. Link to PNE Website for more detail on our [School Education Plan](#)
 - b. School Start up
 - i. We have had a busy but smooth start up for the 2021-2022 school year. Lots of changes dealing with the changing pandemic protocols and making sure everyone is safe.
 - c. Student Population and Distribution (as of Sep 14th)

Grade	Home Room		# of Students
KA	Appleby		18
KB	Appleby		18
1	Kavalinas		22
1	Magnan		25
2	Forbes		29
2-3	Ferguson	5+24	29
3-4	Woodbeck/Zielke	18+9	27
4	Besette		30
5	Weber		28
5-6	Lockwood	10+19	29
6	Hawryluk		31
PALS	Gagnon	PALS A	22
PALS	Robinson	PALS B	21
	TOTAL		332

- d. Budget for 2020-2021
 - i. Total budget for the 2021-2022 School year is \$2,457,651
 - ii. Staffing at 95% and Services, Contracts and Supplies is at 5%
 - iii. We have 17 Certificated staff (12.79 FTE)
 - iv. We have 13 Classified staff which include: 2 secretaries, a part time library tech and the rest are in the classrooms as educational assistances (8.42 FTE)
- e. Past Fall Budget Comparison
 - i. Includes PALS estimations at the beginning of each school year

Year	POP	Budget
2018-19	372	\$2,960,149.00
2019-20	355	\$2,872,531.00
2020-21	333	\$2,639,746.00
2021-22	348	\$2,457,651.00

f. Staff Changes

i. New Staff

1. We would like to welcome Stacey Fehr and Annika Poelzer, two new EA to our PALS program.
2. Tracy Kent (EA in PALS) has decided to pursue other opportunities. In process of hiring for her position.

ii. Staff moving on to different life adventures and opportunities

1. We would like to wish all the best to Keltie Herzog and Louise Wall, two PALS EAs who have chosen to move to new adventures within our district.
2. We wish the following Educational Assistance all the best in their future endeavors: Diane Antoniuk, Sandra Prior, Kathy Roche, Leah Snaterse, Vittorio Masellis, Devyn Willis.

g. Facility Update

- i. New LED lights in the gym
- ii. LED lights in the hallways off the gym and the front entrance
- iii. Installation of motion sensors for most of the lighting in the building
- iv. New doorbell camera and door buzzer for our front entrance
- v. New paint on the wooden student cubbies in the K-PALS & Grades 1/2, hallways
- vi. New lockers in the Grades 3/4 & 5/6 hallways
- vii. New water fountain/bottle filler in the Grade 5/6 hallway
- viii. Removal of the two back modular classrooms. Work is ongoing to fill and landscape that area including a sidewalk to the doorway. Grades 3/4 will use the back north door temporarily for now.
- ix. 60 new Chromebooks have been received to help replace some of the Chromebooks that are aging out.

h. Pine Street Times 2021-2022 (staying the same as last school year)

Pine Street Elementary Bell Schedule

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

PALS Schedule (Mon - Thurs)

AM Class 8:30 - 11:25

PM Class 12:20 - 3:15

*No PALS classes on Fridays

PALS: Early Dismissal

No PALS classes



- i. Shelley Moore Year two videos
 - i. September: Dr, Baked Potato, How We Scaffold Complexity?
 - ii. <https://www.youtube.com/watch?v=7j0oL1CNXAs>
- j. Funding Requests as of September 14:
 - i. **Music equipment** – see quote in Appendix A: \$2669.10
 - ii. **Raz Kids** for all PNE students: \$918.00
 - iii. **Gym equipment:** \$1672
 - 1. 24 Hula Hoops: \$160
 - 2. 20 Floor Hockey Sticks: \$420
 - 3. 35 Rhino Balls (Dodge Balls): \$612
 - 4. 20 Basketballs: \$480
 - iv. Jan 11th booked the **Alberta Opera Performance:** \$997.50
 - v. Looking into booking **Birch Bay**, May 25 for Grade 6s
 - vi. Looking into booking the **Evergreen Theater Performance**
 - vii. Looking into booking the **Mobile Escape** room for our grade 5/6s linking to teamwork, working collaboratively
- k. Questions/comments
 - i. There have been questions/concerns from parents regarding the removal of the afternoon recess. Is this something that could be reviewed again for next year?
 - 1. The classrooms are very dynamic and the students are generally not sitting for an entire period, let alone an entire afternoon.
 - ii. Regarding the five Grade 2 students in the split 2/3 class, is there anything being done to keep them in touch with their fellow grade 2 students as they are somewhat limited to the grade 3/4 hallway and recess time?
 - 1. As undesirable as splits are, funding is limited. Mrs. Ferguson is working diligently to ensure the five younger students are fully involved with the entire class.
 - 2. Limiting the student cohorts during recesses has reduced discipline issues.
 - iii. Regarding the Birch Bay, what would happen to the Grade 5 students in the 5/6 split that day?
 - 1. The Grade 5s would stay back at the school. For all field trips throughout the year, if a trip is not viable for the other half of the split (not curriculum-related, budget constraints, etc), a sub will be brought in to keep the half class at school.
 - iv. As Alberta Education has requested a new math benchmark assessment for funding, is it just a benchmark at the beginning of the year or will it be updated throughout the year?
 - 1. Assessments will be completed at the beginning and end of school year. This is only for grades 1-3, grades 4-6 will still use MIPI. This will provide better data for better funding for younger grades.
 - v. Can you explain the defunding of students that require EAs (Educational Assistants)?

1. There are three levels of students: 0 (no issues), 1 (mild needs), 2 (moderate needs), 3 (severe needs), 4 (extremely severe needs)
 2. Funds have been removed for 0-2 level children. This funding removal limits EAs to more one-on-one work with coded children and does not allow for EAs that could have been used in a broader sense (leveled literacy intervention, etc).
- vi. In years past, some funding has been restored throughout the year, do you anticipate this coming back?
1. Unfortunately, additional funding is unlikely, unless we have a high needs student come in on a move or transfer.
 2. Last year was a novel year with federal funding allowing us to make exceptional changes (facility-wise). This year will be significantly different in that administration will rely on Society for financial support.

8. Teacher Liaison Report – Sheryl Tsiclas

a. Division I

- i. Grades 1/2 have spent the first couple weeks getting students back into routines.
- ii. Grades 2/3 math benchmark tests are completed, Grade 1 to follow.
- iii. First Nations, Metis and Inuit – lessons ongoing.
- iv. Music – focus on singing.

b. Division II

- i. Focus on numeracy / literacy.
- ii. First Nations, Metis and Inuit – history of residential schools, planning an in-school event on September 29, [Orange Shirt Day](#).
- iii. Music – focus on singing.

c. Strengths-based approach

- i. Research indicates that it builds confidence and resilience in children.

d. Questions/comments

- i. With Covid protocols, are the students supposed to be singing the national anthem during class?
 1. The national anthem is played every morning from the office, students are encouraged to sing in their classroom.
- ii. Is Mrs. Vetro the lead for First Nations, Metis and Inuit Education this year?
 1. Mrs. Vetro and Mrs. Tsiclas are facilitating and providing resources, but teachers are taking ownership of the education within their classroom. First Nations, Metis and Inuit Education is part of the TQS (Teacher Qualification Standards). Staff have received Professional Development over the last 5 years to be independent on the education.
- iii. Is there a place we can go to see what the curriculum looks like for each grade for First Nations, Metis and Inuit?
 1. [Alberta Education](#) specifies the outcome for each grade required to be delivered. EIPS website has a [First Nations, Metis and Inuit tab](#) as well as the [PNE website](#).

iv. Looking for orange shirts?

1. [National Centre for Truth & Reconciliation](#)

100% of profits go to education programs and survivor

9. Chair Report: Role of Council in 2021 – Lesley Bowman

- a. For those of you who are new to the school or just new to this meeting, please know that this a place for you to ask questions, provide feedback, and participate. We are all members of this council because we have a student at Pine Street or because we are deeply committed to public education and giving our kids the best opportunities to learn and grow as students and people. I invite you to [email](#), call, text, or flag any of your executive members down around the school if you have any questions, ideas, thoughts, or concerns.
- b. School Councils are legislated under Section 55 of the Education Act to perform the functions of advising the principal and board of matters relating to the school, consulting with the principal to ensure that students in the school have the opportunity to meet the standards of education set by the Minister, consulting with the principal to understand the school budget.
- c. Our School Council uses a Town Hall model where the members – caregivers of students at the school – elect an executive who conduct the work of the council, but where everyone who attends the meetings has a say and can vote. We endeavour to make decisions by consensus; however, we will continue to use unanimous consent model for voting on motions while meeting virtually.
- d. Our Operating Procedures are available on the school website under the School Council tab. I will reiterate that as members of this council will:
 - i. Abide by the legislation that governs us, be guided by the mission statements of the School and School Council, be familiar with the School’s policies and operating practices and act in accordance with them, practice the highest standards of honesty, accuracy, integrity and truth, recognize and respect the personal integrity of each member of the School community, declare any conflict of interest, encourage a positive atmosphere in which individual contributions are encouraged and valued, apply democratic principles, consider the best interests of all students, respect the confidential nature of some School business and respect limitations this may place on the operation of the School Council, not disclose confidential information, limit discussions at School Council meetings to matters of concern to the School community as a whole, use the appropriate communication channels when questions or concerns arise, promote high standards of ethical practice within the School community, accept accountability for decisions, and of course, not accept payment for School Council activities.
- e. The Pine Street School Council Mission is as follows:
 - i. To foster the well-being and effectiveness of the Pine Street Elementary School community and to enhance school learning. The Council is to provide a means for parents and the community to work together with administration, staff, and students to promote the well-being and overall effectiveness of the school community in an advisory role.

- f. We want Pine Street to be the best school in the district, we want our students to have the best experiences and opportunities to learn and grow as people. We keep this mission in mind when we are advising the administration, supporting initiatives, and doing our work in the school. Again, this year is not back to normal, despite our hopes, but thankfully, we are able to be in the school again which will go a long way to support our students and teachers and school community as a whole.
- g. Our hope is to help caregivers understand that engagement looks different for each of us – and our differences and desires are what make us a strong, collaborative community.
- h. We will add the link to the ASCA Parent Engagement Checklist to the follow-up material for your information.
- i. Our Council and members participate in school council work at the district level through participation at the EIPS Committee of School Councils (COSC), which gives school council chairs or representatives, trustees, and administrators the opportunity to discuss educational issues and trends as they relate to EIPS. I was the chair of this group last year and hope to participate again this year.
- j. As the chair of COSC, there are many other opportunities to advocate for education with other stakeholders, please know that I do.
- k. At the provincial level, we bring the parent voice to the Ministry of Education through the Alberta School Councils Association (ASCA). Unfortunately, the Ministry has chosen to significantly cut the funding to this association. I would also like to thank Trina and the board for sponsoring EIPS school councils' membership to ASCA. As the funding cut to ASCA has deeply impacted their ability to provide services, they now have to charge councils to access materials and services, thankfully, our board understands the value of ASCA, effective school councils, and the parent voice in education and funded our membership so we are able to continue to use these resources.
- l. Another way we engage with the ASCA is through the Parent Engagement Task Force Questionnaire. We will send it out with the follow-up materials and then plan to discuss it at our October meeting.
- m. Sherwood Heights Replacement School

MOTION: Cara Kern motions to write a letter to the Minister of Education in support of the Sherwood Heights replacement school, Jamie Wells seconds.

OPPOSED: None

CARRIED

- n. Questions/comments
 - i. As a new parent to Alberta, is there a preferred platform for learning about curriculum and getting engaged with School Council?
 - 1. [Pine Street website](#)
 - 2. [EIPS website](#)
 - 3. [Alberta Education website](#)
 - ii. What is the support for Indigenous students?
 - 1. Multiple consultants and resources through EIPS

2. Nothing specific at Pine Street, but would love to collaborate on initiating a program/liaison.

10. Follow Up

- a. ASCA (Alberta School Councils Association) Parent Engagement Checklist
- b. ASCA School Council Engagement Task Force Request for Input, [September 2021](#)
- c. [AHS Caregiver Education Series](#)
- d. Saffron Cybersecond, August 2021
- e. Alberta Leadership Quality Standard Competencies

11. Dates for 2021/22 Meetings

- a. Tuesday following early dismissal, start at 6:00pm
 - i. October 12, 2021
 - ii. November 16, 2021
 - iii. December 7, 2021
 - iv. January 11, 2022
 - v. February 8, 2022
 - vi. March 8, 2022
 - vii. April 12, 2022
 - viii. May 10, 2022
 - ix. June 7, 2022

MOTION: Cara Kern motions to adjourn meeting at 7:47pm. CARRIED.

The next regular meeting will take place on Tuesday, October 12th, 2021 at 6:00pm, virtually via Google Meets.

These minutes are respectfully submitted by:

Lorena Ellsworth, Secretary

Adopted by Council in the meeting of October 12th, 2021.

Lesley Bowman, Chair

Appendix A – Music Equipment Quote

LONG & MCQUADE MUSICAL INSTRUMENTS
 10204-107TH AVE EDMONTON, AB T5H 4A5
 PH-780-423-4448 FAX-780-425-6623

Q U O T A T I O N

PINE STREET ELEMENTARY SCHOOL
 133 PINE STREET

SHERWOOD PARK AB
 T8A 1H2

QUOTE # : SQ007614
 DATE : 08/31/21
 EMPLOYEE : MATHEW MCGUIGAN
 E-MAIL : mmcguigan@long-mcquade.com

PRODUCT #	DESCRIPTION	QTY	EACH	TOTAL
ALUS-M	LEHO ALEHO SOPRANO TIGERWOOD	5	45.50	227.50
M4806	MANHASSET SYMPHONY STAND	5	60.50	302.50
XPS-16	SUZUKI SOPRANO XYLOPHONE	1	499.00	499.00
XPA-16	SUZUKI ALTO XYLOPHONE	1	599.00	599.00
XPB-16	SUZUKI BASS XYLOPHONE	1	799.00	799.00
GCA-16	SUZUKI ALTO DIATONIC GLOCKENSPIEL	1	115.00	115.00

MICHELLE VETRO: UKES AND ORFF INSTRUMENTS

This Quote expires in 30 days
 Thanks for your interest in our products

SUB TOTAL	2,542.00
ELEC HAND. FEE	0.00
GST	127.10
PST	0.00
TOTAL	2,669.10

