

Pine Street School Council Meeting

April 12th, 2022

The regular meeting of Pine Street School Council was duly called and held on April 12th, 2022, at Pine Street Elementary located at 133 Pine Street in Sherwood Park, Alberta, and hosted virtually via Google Meets. Quorum was present.

In Attendance:

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

Administration: Tracey Arbuthnott (Principal), Sheryl Tsiclas (Assistant Principal), Deneen Zielke (Teacher Liaison), Lorna Magnan (Teacher Liaison)

Parents: Jaime Wells^V, Trina Loucraft^V, Janice Mills^V, Leah Brown^V, Tracey Martin-Woywitka^{*V}, Megan Sherren^{*V}

Community: Cathy Allen (Board Trustee, EIPS)

* Denotes partial attendance.

^V Denotes virtual 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

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

OPPOSED: None

CARRIED

5. Approval of Minutes from March 8th, 2022

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

OPPOSED: None

CARRIED

6. Trustee Report – Cathy Allen
 - a. Before and After School: Village of Andrew
 - i. The Board heard a presentation from Andrew Mayor Barry Goertz, who discussed ways to increase Andrew School’s utilization rate and benefit

Andrew families at the same time. He asked the Board to consider establishing a child care centre in the unused space at Andrew School—both a full-time and before-and-after school program. The Board thanked Mayor Goertz for taking the time to present his ideas to trustees.

b. Working together

- i. The Board heard a presentation from Tammy Ann Pickett, a Councillor with the Village of Andrew. She discussed ways EIPS and the Village of Andrew can work together to help build the community. She asked the Board to consider new strategies to promote Andrew School and improve busing services to encourage higher enrolment at Andrew school. She also asked the Board to continue to work with the village’s council to help it achieve its long-term vision for the area—using the slogan, “Go far, Go slow, Go together.” The Board thanked Pickett for taking the time to present feedback to trustees.

c. New Business

i. Policy Amendments

1. The Board approved the following policy amendments:
 - a. [Board Policy 2: Role of the Board](#)
 - b. [Board Policy 20: Assessment and Reporting of Student Learning](#)
 - c. [Board Policy 21: Expense Transparency](#)
2. Several amendments were made to the policies—all to strengthen clarity, language and readability.

ii. ASBA Edwin Parr Award: 2022

1. The Board and administration finalized this year’s EIPS Edwin Parr Teacher Award nominee, Kristin Davies, a teacher at Sherwood Heights Junior High school. Annually, the Alberta School Boards Association (ASBA) hosts the award to honour and recognize first-year teachers and their pedagogical excellence. Davies was selected because of her outstanding commitment to education, capacity building, and innate ability to encourage a love of learning in students.

iii. Friends of Education: 2021

1. The Board approved nominating Shell Canada for the 2022 Friends of Education Award, an annual event hosted by ASBA. The award’s purpose: To recognize and thank the many Alberta-based organizations that contribute to education in their community. For the last five years, Shell Canada has made significant financial contributions to EIPS, including \$185,000 to help develop land-based learning spaces at nine schools—eight in Fort Saskatchewan and one in Bruderheim. More are planned in Sherwood Park and Strathcona County. The purpose of the spaces is two-fold. First, they are places for students, staff and community members to come and learn from the land. And, secondly, they are ethical spaces for Indigenous students that represent the land acknowledgment and treaty obligations. Additionally, on an ongoing basis, Shell Canada generously provides

volunteer employees to enhance learning within EIPS classrooms—such as the Fuelling Kindness campaign, READ IN Week, Week of Inspirational Math and various other EIPS initiatives. Collectively, Shell’s ongoing support offers students a huge advantage, enhances student learning, and makes a lasting difference in Division schools.

iv. Three-Year Capital Plan: 2023-26

1. The Board approved EIPS’ 2023-26 Three-Year Capital Plan.

Annually, the Board reviews and updates the plan to prioritize its key capital projects. The top three capital priorities for the Division are:

- a. Priority 1: Construction funding to replace Sherwood Heights Junior High and École Campbelltown (grades K-9).
- b. Priority 2: A replacement school for Rudolph Hennig Junior High and Fort Saskatchewan High (grades 7-12).
- c. Priority 3: A replacement school for James Mowat Elementary (grades K-6).

2. Now approved, the Division will submit the Three-Year Capital Plan to the province for funding consideration.

v. Budget Reallocation: 2021-22

1. The Board approved a budget reallocation of unanticipated surplus.

The Division will use the funds to:

- a. Relocate a modular classroom unit to James Mowat Elementary from Fultonvale Elementary Junior High (\$263,000). Earlier this year, the Division requested funding for the modular unit from Alberta Education—funding is still uncertain. If the province denies the request, EIPS will proceed using the reallocated dollars.
- b. Community consultations regarding programming, enrolment and attendance boundaries (\$115,000).

2. Reserve Requests: 2021-22

- a. The Board approved accessing \$1.4 million in operating reserves to:
 - i. install emergency strobe lighting in career and technology studies area to enhance safety;
 - ii. complete facility condition assessments in all schools;
 - iii. replace the fire alarm panels at EIPS Central Services;
 - iv. hire a support analyst; and
 - v. fund additional illnesses and Board-approved COVID-19 costs that arise between now and school year-end.

vi. Report for Information

1. Financial Projections: 2021-22

- a. The Board received for information a report regarding the Division’s financial projection for the 2021-22 year-end. Overall, there are no areas of concern with respect to deficits. EIPS projects its accumulated surplus to drop by \$2.9 million from its audited balance on Aug. 31, 2021. As well, operating

reserves will decrease by \$2.9 million, capital reserves will increase by \$300,000 and tangible capital assets will decrease by \$300,000. The budget variance is \$4.2 million—primarily the result of unanticipated increases to the Division Unallocated Operating Reserve and unbudgeted projected surpluses at schools and departments. Finally, the projected Division Unallocated Reserve remains above the recommended 2 per cent of operating expenses (see pg. 121, “[Financial Projections 2021-22](#)”).

2. Unaudited financial report: September 2021 to February 2022
 - a. The Board received for information the EIPS Unaudited Financial Report for the six-month period ending Feb. 28, 2022. Overall, revenues exceeded expenses resulting in an operating surplus of \$1.34 million. Revenue for the six months is \$93.51 million, which represents 50 per cent of the year-to-date budget—an expected percentage for the fiscal year midpoint. Meanwhile, total expenses are \$92.17 million, representing 48 per cent of the year-to-date budget—slightly below what the Division anticipated. (see pg. 135, “[Unaudited Financial Report for Sept. 1, 2021 to Feb. 28, 2022](#)”).
3. Letter to Education Minister Lagrange
 - a. The EIPS Board of Trustees sent a letter to Minister LaGrange requesting a delay for draft curriculum implementation to September 2023. This will give time for the updated Program of Studies to be piloted in more schools in Alberta and the opportunity for the creation of the required resources.

- d. Questions/comments
 - i. None.

7. Administration Report – Tracey Arbuthnott

- a. General
 - i. March has been a busy month full of teaching and learning
 - ii. The majority of our Covid restrictions have been lifted as of March 01.
 - iii. Our March 4th professional development day consisted of our staff taking another deeper dive into the draft curriculum.
 - iv. We have hired another Educational Assistance to assist with the grades 5-6s.
 - v. Have been tweeting out the great learning and fun students have been having in our school
 - vi. Hot lunch on the 11th
 - vii. Virtual book fair for our school running March 11 to the 20th
 - viii. Pi Day on March 14th
 - ix. We have had lots of parents in our school volunteering as teachers do in school and out of school field trips
 - x. Lots of teacher booking more outgoing fieldtrips now that restrictions have been lifted by the province.

- xi. We have had Pi Day on March 14th , St Patrick’s Day and our theme day of wearing school colors on the last Friday of the month.
- xii. It was substitute appreciation week March 14th to the 18th
- xiii. Term 2 Report cards will be published on March 18
- xiv. Spring Break has happened from March 25 to April 4th, and we are in the last few months of this school year.
- xv. We have continued to catch students being great role models and promoting that behavior with little celebrations in the office and in classrooms. (In the office: praise, stickers, pens, paw pins, toques Squishes and color changing pine street pencils)
- b. Facilities News
 - i. Motion activated lighting. Removed and replaces back to regular switches.
 - ii. Elevator Construction, New one was installed over spring break and are now just doing the cosmetic that need to be completed to be certified.
- c. Grade one Intervention Funding
 - i. Just received funding from the province Thursday Afternoon (\$10,516). We have hired Mrs. Woodbeck (who also did the 2/3 intervention) for the full afternoons till the middle of June to do small group interventions for our Grade one students who need help with Math and Literacy.
- d. Our numbers for next year so far (As of April 11th)
 - i. PALS and the new Connections student numbers are not included as they are district programs and funded via program not student numbers.

Grade	k	1	2	3	4	5	6	Total
Numbers 21/22	37	55	33	43	40	39	49	296
22/23	37	39	54	29	42	36	39	276

- e. Follow up
 - i. Rocks and Rings: Tried to book it but they are fully booked for the rest of the year. We have been put waiting list for next year.
 - ii. On-line escape rooms. After conversations with the company offering the on-line escape rooms. They informed us that their escape rooms were only appropriate for the grades 5 and 6s. Those have been booked.
- f. Thank you
 - i. A special thank you to Mr. and Mrs. Loucraft for donating their time to run a Sports Club for our grade 4-6 students before school. A big thank you to Mrs. Wells for putting together a movie night (April 29) and a yearend family dance on June 3rd. Once again, a big thank you to Mrs. Gibbons and all those parent volunteers for all their hard work with hot lunches. Finally, a huge thank you to those parents who are volunteering in our classrooms helping with individual or small groups of students and of course with fieldtrips.
- g. Questions/comments
 - i. Will Earth Day be recognized in any way this year? (April 22)

1. Mr. A will review.
- ii. Is Arbor Day happening this year for Grade 1 students?
 1. Yes, virtually, end of April/beginning of May, students will receive a small tree as in past years.
- iii. Will the school schedule be staying the same as this year and last (cohorts), or will it return to the old schedule?

8. Teacher Liaison Report – Deneen Zielke

- a. Lots of field trips:
 - i. Grade 1 – Salisbury Greenhouse
 - ii. Grade 3/4 – Salisbury Greenhouse
 - iii. Grade 4 – Fort Sask precinct
 - iv. Grade 5 – Telus World of Science
- b. Supporting Ukraine through donations and messages
- c. Monthly smudges and beading w First Nation, Metis and Inuit students ongoing
- d. Buddy activities starting again between grades
- e. Questions/comments
 - i. How much notice do parents receive for field trips?
 1. Permission forms are sent home about 2 weeks in advance.

9. Chair Report – Lesley Bowman

- a. I attended the Committee of School Councils meeting on April 6, 2022. We received reports from Board Chair Trina Boymook
- b. Cathy has covered the bulk of the items covered in the trustee report.
- c. We also received the following reports:
 - i. our local ATA president Deneen Zielke.
 - ii. ASCA Directors Jacquie Surgenor and Krista Scott presented on the ASCA Conference and AGM.
 - iii. A presentation from Superintendent Mark Liguori on ‘Why Data Matters’ and this presentation is available under “COSC” under the Parent tab on the EIPS website.
 - iv. This was a terrific presentation on the importance of data as a piece of the way school divisions assess possible student outcomes and plan for appropriate interventions and, consequently, funding.
 - v. Student achievement on standardized testing in grades, 3, 6, and 9 flows through to outcomes like high school completion.
 - vi. The presentation also outlined the differences in achievement between EIPS students and the province as a whole.
 - vii. Alberta Education School Council Engagement Grant update – we hosted an event featuring Dr. Jody Carrington and I believe it was well received. Are there any parents here who attended who would like to share their thoughts?
 - viii. Our final presentation will take place at our next COSC meeting in May and will feature information from ASCA and the role of school councils in the provincial assurance framework.
- d. ASCA Conference & AGM

- i. This is happening the last weekend in April. I would like to extend my gratitude to the EIPS board for sponsoring representatives from EIPS to attend.
 - ii. This will be a virtual conference and AGM and I will represent Pine Street and Sherwood Heights as well as hold proxies for other schools.
- e. The ASCA Advocacy Resolutions went out with this meeting package. We would like to take a bit of time to discuss them now. The process is such that we vote as a school voice. So we have a discussion here, come to a consensus on our vote and I will carry that vote at the AGM. (see attachment for question details)
 - i. P22-01: Diploma Exam Weighting Change
 - 1. We vote NO.
 - ii. P22-02: Policy Review for Operations and Maintenance Funding
 - 1. We vote YES.
 - iii. P22-03: Restoration of Funding for ASCA
 - 1. We vote YES.
 - iv. A22-01: Revise Advocacy Policy: 12-2
 - 1. We vote YES.
- f. COSC – Expect an increase in Student Transportation costs for next year.
- g. Questions/comments
 - i. None.

10. Dates for 2021/22 Meetings

- a. Tuesday following early dismissal, start at 6:00pm
 - i. May 10, 2022
 - ii. June 7, 2022 – Annual General Meeting
 - 1. Current executive will not be putting their names forward for 2022/23 School Year, all positions will need to be filled (Chair, Vice-Chair, Secretary)

MOTION: Cara Kern motions to adjourn meeting at 6:58pm CARRIED.

The next regular meeting will take place on **Tuesday, May 10th, 2022 at 6:00pm, planning for in-person at Pine Street Elementary.** A virtual option will be available via Teams.

These minutes are respectfully submitted by:

Lorena Ellsworth, Secretary

Adopted by Council in the meeting of May 10th, 2022.

Lesley Bowman, Chair

