

# Pine Street School Advisory Council Meeting

## September 13, 2022

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The regular meeting of Pine Street School Council was duly called and held on September 13, 2022, at Pine Street Elementary School located at 133 Pine Street in Sherwood Park, Alberta. Quorum was met.

### In Attendance:

Jamie Wells, Colleen Belohorec, Jefvray Bailey, Amanda Burrill, Kayleigh Chase, Mandi Ross, Janice Mills, Lena Whittaker, Ryan Pandos, Daidre Braakman, Tracey Martin-Woywitka, Leanne Weiss, Susan Ronsko, Cathy Allen (Board Trustee, EIPS), Tracey Arbuthnott (Principal), Murray Howell (Assistant Principal), Rachelle Gagnon (Teacher Liaison), Lorna Magnan (Teacher Liaison), Ms. Lisa Leitch – (Interim Secretary)

**1. Facilitator, Tracey Arbuthnott, calls to order at 6:00 pm.**

**2. Opening Remarks & Welcome – Tracey Arbuthnott**

**3. Attendance and Introductions.**

**4. Additions to Agenda: NONE**

MOTION: Kayleigh Chase made a motion to accept agenda as is.

CARRIED: Yes

**5. Approval of Minutes from June 7, 2022**

MOTION: Jamie Wels motioned to accept June 7 minutes as is.

CARRIED: Yes

**6. Elections for 2022/23 School Advisory Council**

- a. Tracey Arbuthnott read position summaries and facilitated election process.
- b. CHAIR – open. Call for nominations. Jeff Bailey. Unanimous
- c. VICE CHAIR – open. Call for nominations. Janice Mills. Unanimous
- d. SECRETARY – open. Call for nominations. No nominations. Lisa Leitch will be the interim secretary until one is found.

**7. Trustee Update – Cathy Allen**

Welcome back to everyone in the Pine Street School community

### **BOARD ORGANIZATIONAL MEETING**

The first Board of Trustees meeting for the 2022-2023 school year was held on Thursday August 25, 2022. Trustee Boymook was acclaimed as chair and Trustee Holowaychuk was acclaimed as vice-chair.

The appointments of trustees to various committees will be approved at the September Board meeting

### **RESERVE SPENDING**

The Board of Trustees approved the recommendation to ask the Minister of Education for permission to access Division reserves. Specifically, Elk Island Public School will ask to use \$2.2 million—\$1 million from operating reserves and \$1.2 million from capital reserves—to cover the costs for needed repairs to Salisbury Composite High’s stormwater drainage system. To minimize school distributions, if approved, the work will take place during school break periods, starting summer 2023.

**UPCOMING EVENTS**

- Brentwood Elementary Public Engagement Session – September 13, 2022
- Summerwood, Summerwood North and Lakeland Village Public Engagement Session
- James Mowat Elementary Enrolment Pressures Session – September 22, 2022
- LOGOS Christian program Public Engagement Session
- French Immersion program (grades 7-12) Public Engagement Session
- Vegreville Value Scoping Workshops
- Board of Trustees Evaluation

Rally for Education at the Legislative Grounds on Saturday October 22, 2022

Please contact me with questions or concerns.

Cathy Allen

[cathy.allen@eips.ca](mailto:cathy.allen@eips.ca)

780-417-8109

- Questions/comments: Do you have class sizes for every school yet? [The Trustees will be given the class sizes at Elk Island Schools by the end of the month. They know that Fort Saskatchewan schools have very large class sizes.](#)

**8. Principal Update – Tracey Arbuthnott**

**Meeting Dates for 2022-2023:**

- Sept 13, Nov 22, Jan 10, Mar 14, May 9, Jun 13 Elections

**PNE School Education Plan 2022-2023 (Year 2)**

- ❖ **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.
- ❖ **Goal 2:** Pine Street School will enhance students’ critical thinking, problem-solving skills, and creativity.
- ❖ **Goal 3:** Pine Street School will maintain our positive school culture that acknowledges the academic, emotional, and social needs of students.

[Links to PNE Website for more detail on our \*\*School Education Plan\*\*](#)

**Student Population and Distribution (as of Sep 8<sup>th</sup> Actuals)**

Grade	Home Room		# of Student
KA	Appleby		22
KB	Appleby		22
1	Kavalinas		22
1	Magnan		24
2	Forbes		27

2	Ferguson		25
3	Woodbeck/Zielke		30
4	Bessette		31
4-5	Weber	13 + 19	32
5-6	Brownlee	19 + 12	31
6	Lockwood		32
PALS	Gagnon	PALS A	30
PALS	Robinson	PALS B	32
Connections	Friggstad	GR1-3	7
	<b>TOTAL</b>		<b>All=367 K-6=298</b>

### New Staff at Pine Street

- Teachers: Crystal Brownlee 5/6, Jennifer Friggstad Connections
- EAs: Alana Collins Gr 1, Rayna Graham Connections, Karina Hui Connections, Alycia Manuel Connections, Kimberly Rose PALS, Leah Snaterse Kindergarten.

### Budget for 2020-2021

- Total budget for the 2022-2023 School year is \$2,717,683
- Based on February registrations of 341 students.
- Staffing at 96% and Services, Contracts and Supplies is at 4%
- We have 18 Certificated staff (Teachers)
- We have 18 Classified staff which include: 2 secretaries, a part-time library tech and the rest are educational assistants. (7 PALS, 3 Connections, 5 in classrooms with high need students)
- Hoping for extra funding for the additional students. (K-6)

### Past Fall Budget Comparison (Includes PALS estimations at the beginning of each school year)

Year	POP	Budget	Special programs funding	K-6 Funding
2018-19	372	\$2,960,149.00	\$571,038	\$2,389,111
2019-20	355	\$2,872,531.00	\$587,091	\$2,285,440
2020-21	333	\$2,639,746.00	\$480,446	\$2,159,300
2021-22	348	\$2,444,651.00	\$492,732	\$1,951,919
2022-23	341	\$2,702,683.00	\$785,125	\$1,917,558

### Facility Update

- Basement 2 special needs washrooms have been completed
- New cameras are being installed outside
- New decal on wall beside the office towards the gym
- Quiet room for Connections is completed
- Light tubes in the music room
- Old flagpole and hedge around it have been removed and grassed out front
- New sign wrap has been placed on our sign out front

### Pine Street Times 2022-2023

- Moving back to one consistent bell schedule for all.
- With no PM Recess, we have tried to have either gym/music/library in the afternoons for each class, so students have some type of transition in the afternoon.
- We have the students eating lunch the first half of the lunch hour and then out for lunch recess for the last half of lunch.

### ASCD Alberta School Councils' Association

- EIPS is willing to register and pay for each School Council to have a membership. Would you like me to proceed on your behalf?
- ASCA is a provincial advocacy organization for parents and families involved in school councils. It offers various resources, all designed to enhance school council effectiveness and parent engagement. Particularly beneficial is the School Council Resource Guide, which steps members through the purpose and role of a school council. It also offers access to exclusive resources specific to school councils, webinars and capacity-building opportunities. To learn more visit [albertaschoolcouncils.ca](http://albertaschoolcouncils.ca).
- **A motion was made by Tracey Arbuthnott to add the Pine Street School Volunteer Society as an item in our School Advisory Council rather than having separate meeting minutes. This motion was seconded by Janice Mills and was unanimously voted in.**

### Questions/comments.

- Class Sizes – is there a plan in place for incoming extra students? *The school can only hire staff based on the budget they have. Pine Street's funding was based on projections from last February's registration. Mr. A applied for more funding as we have 26 more students than the projections.*
- At outdoor recess, are kids in different classrooms able to play with each other? *We have kids split into zones for safety. Depending on which recess they switch back and forth from the fields and the playground.*
- Can we get another playground so older grades get more time? *Funding for a new playground takes usually 4-5 years of fundraising. This would only start after approval from Strathcona County.*
- Will we have a Track and Field Day this year? *Yes, we are planning for the spring.*
- Can parents volunteer at the school? *Yes, we would love to have families come volunteer when they are available. Please email your kids teachers and make a plan of when to come. EIPS requires all volunteers to sign a Volunteer Confidentiality Form each year.*

### 9. Teacher update – Lorna Magnan / Rachelle Gagnon

- Working on getting kids from kindergarten to grade 6 ready for the Terry Fox Run on September 23.
  - a. Questions/comments - no questions.

10. **Proposed Dates for 2022/23 Meetings:** Motion passed

September 13, 2022

November 22, 2022

January 10, 2023

March 14, 2023

May 9, 2023

June 13, 2023 – Elections

11. **School Dance – Jamie Wells**

Jamie is organizing a family Halloween dance on October 28. A motion was made by Jamie Wells to fund her \$1500 for costs for the dance. The motion passed. Due to the change in signing authority on the account, Jamie will contact Lisa Waselenkoff in the office to have a cheque issued for the DJ and the council/parent society will reimburse.

MOTION: Jamie Wells motioned to adjourn meeting at 7:03 p.m. – CARRIED.

The next regular meeting will take place on **Tuesday, November 22, 2022 at 6:00pm, planning for in-person at Pine Street Elementary.**

These minutes are respectfully submitted by:

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Lisa Leitch, Acting Secretary

Adopted by Council in the meeting of November 22, 2022

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Incoming Chair

**Documents Handed out at September Meeting:**

Meeting Agendas September 2022, Principal's Report, School Council Resource Guide, School Education Plan for 2022-2023, School Council Meeting Minutes June 2022, Volunteer Parents Society Meeting Minutes June 2022, Pine Street Elementary needs you (Council Roles).