

Pine Street School Advisory Council Meeting

March 14, 2024

The regular meeting of Pine Street School Council was duly called and held on March 14, 2024 at Pine Street Elementary School located at 133 Pine Street in Sherwood Park, Alberta. Quorum was met.

In Attendance: Tracey Arbuthnott, Murray Howell, Shannon Robinson, Sarah Matheson, Janice Mills, Shaun Merriman, Jef Bailey, Tracey Martin Woywitka

Opening Remarks & Welcome – Jef Bailey

The School Advisory Council Meeting called to order 6:07 pm

Land Acknowledgement -

Attendance and Introductions.

Additions to Agenda: Add Art Cards & Bottle Drive to agenda

MOTION made by: Sarah Matheson

SECONDED by: Tracey Martin Woywitka

CARRIED: Yes

Approval of Minutes from January 18, 2024

MOTION: Tracey Martin Woywitka made a motion to accept the January minutes as is.

SECONDED by: Sarah Matheson

CARRIED: Yes

Trustee Update – Cathy Allen

THREE-YEAR ENGAGEMENT STRATEGY: FRENCH IMMERSION AND SENIOR HIGH ENROLMENT

As part of EIPS' Three-Year Engagement Plan, the Division has put significant work into exploring how best to enhance its French Immersion program addressing enrolment pressures, boosting program retention and balancing enrolment. To develop a solution, EIPS undertook a year-long public engagement effort that included four phases of consultations with the school community—families, students, staff and community members.

The Board approved a solution to best address the anticipated enrolment pressures in Ardrossan, enhance French Immersion program retention and balance senior high enrolment in Sherwood Park:

- relocate EIPS' senior high French Immersion program, grades 10-12, to Salisbury Composite High effective when the new Sherwood Park replacement school opens, expected in the 2026-27 school year.
- adjust Strathcona County's senior high attendance boundaries for Lakeland Ridge to be redesignated to Bev Facey Community High effective when the new Sherwood Park replacement school opens, expected in the 2026-27 school year.
- adjust the French Immersion junior high attendance boundaries for Cambrian Crossing, to be redesignated to Sherwood Heights Junior High effective in the 2024-25 school year.

Now approved, EIPS will engage families and staff to develop an implementation plan to ensure a smooth transition for everyone when the changes take effect.

SCHOOL FEE PARAMETERS: 2024-25

The Board approved the school fee parameters for the 2024-25 school year. Overall, the 2024-25 school fee parameters are similar to the previous year. Highlights include:

Optional-courses fees – five per cent allowable increase, up to seven per cent for food courses

Noon-supervision fees – five per cent allowable increase
Activity fees – five per cent allowable increase
Extracurricular fees – five per cent allowable increase
Non-curricular travel fees – five per cent allowable increase
Non-curricular goods and services fees – five per cent allowable increase

Schools must set all fees at a cost-recovery rate. If fees are over-charged by more than \$10 a student, schools must refund that amount to the student through credit. Additionally, if any fees exceed the listed parameters, the school must submit an explanation for EIPS' Superintendent and Secretary-Treasurer to review. With the fee parameters now approved, schools can begin establishing their 2024-25 School Fees Schedule.

2024 ASCA SCHOOL COUNCIL CONFERENCE AND AGM: REGISTRATION SPONSORSHIP

The Board approved sponsoring the registration fee for school council members to participate in the 2024 Alberta School Councils' Association (ASCA) School Council Conference and Annual General Meeting on April 26-28 for one member per school council up to a maximum of \$5,000.

LEVERAGING STUDENT ACHIEVEMENT FUND INITIATIVES

The Board received for information the Leveraging Student Achievement (LSA) Fund Initiative Report. In total, the LSA fund balance is \$101,000 and will be used to support initiatives that focus on student learning needs and equity of student programming. For 2023-24, planned LSA initiatives all focus on junior high literacy and numeracy, areas where the Division still sees the highest level of learning loss since the pandemic. Specifically, the Division has hired two lead teachers, one for literacy and one for numeracy, to support EIPS' junior high schools, working directly with struggling students and with teachers to help plan, develop, deliver and assess lessons to address learning loss. The goal, of course, is to improve educational outcomes for students in literacy and numeracy; enhance professional learning; and improve supports for students, staff and families.

GOVERNMENT OF ALBERTA PROPOSED POLICIES ANNOUNCED BY PREMIER SMITH

Alberta school board trustees attended a virtual meeting with the Minister of Education on February 5, 2024, during which the minister outlined the proposed policies related to:

- students altering their name or pronouns used by teachers, administration and educational staff
- the opt in process for parents and guardians in any instance when a teacher provides formal instruction on subject matter involving gender identity, sexual orientation or human sexuality
- approval by the Ministry of Education for all third-party resource materials or presentations related to gender identity, sexual orientation or human sexuality

There will be continued conversations with the Minister of Education as he has requested feedback from the trustees. The EIPS Board of Trustees will provide feedback on the proposed policies to the Minister of Education.

In EIPS we teach the Alberta curriculum and we adhere to all requirements under the *Education Act*. EIPS remains committed to Policy 19 Welcoming, Caring, Respectful and Safe Learning and Working Environments that respect diversity and foster a sense of belonging. All individuals within the Division have the right to learn and work in settings that promote equality of opportunity, dignity and respect regardless of race, age, ancestry, place of origin, colour, religious beliefs, gender, gender identity, gender expression, physical or mental disability, marital status, family status, socioeconomic status and sexual orientation.

Every EIPS student is valued and every EIPS student is important. Every EIPS employee is valued and is important. EIPS supports open communication with parents and guardians because we are partners in their children's education.

DID YOU KNOW?

Section 58.1 of the current Education Act requires school boards to notify parents and caregivers when courses, programs of study, instructional materials, instruction or exercises contain subject matter that deals primarily with human sexuality.

Included in this notice is always an opportunity for parents and caregivers to opt out of the instruction without any academic penalty to the student. It's a practice that's been in place since 2014, and one that EIPS has consistently followed.

Please contact me with questions or concerns.

Respectfully submitted,
Cathy Allen

cathy.allen@eips.ca

780-417-8109

Principal Update – Tracey Arbuthnott



Congratulations to Murray Howell who has accepted a principal position at AL Horton Elementary School for the 2024-25 school year.

General

- Started the second half of the year on February 1. Hard to believe we have completed the first half of the year and are starting the home stretch to June.
- Finished up my second round of One on Ones with all Staff.
- February was Kindness Month.
- We had the Alberta Opera come in and perform Cinderella on Feb 1st
- We had Random Acts of Kindness Day on February 16th
- We had Pink Shirt Day on February 28th
- New registration and reregistration for returning students has been completed for the 2024-2025 school year and finished up at the end of February.
- We have had some funding come in from Supports for Students to hire two more educational assistants, one with the Connections Program and one in the 5/6 classroom.
- Our grades 2-4 literacy pullout program will finish up at the end of March. It ran from the beginning of January to the end of March, three afternoons a week.
- We have had many parents and grandparents in our school volunteering in school and on school field trips.
- The Provincial Assurance Survey questionnaire is complete. When Alberta Education looked at our numbers, we had less than 120 grades 4-6 students which then qualifies us as a small school status where all the grades 4 -6 students and the grades 4-6 parents had an opportunity to participate in the Provincial Survey.
- EIPS' own Surveys are also out for grades 9 & 12 students, staff, and EIPS families.
- On March 1, we had our professional development day, which consisted of Mardi Hardt (our division's Mental Health Advisor and Registered Nurse) taking our teachers through trauma based educational practices showing the impact trauma has on brain development.
- March 7, we had our grade 3s head out to the Ukrainian Village.

- Our track team participated in the Running Room Indoor Games on March 6th and our A groups also qualified to participate in the Saturday, March 9 heats.
- Rocks and Rings have been here this week. (March 11 to the 15th) Students are enjoying curling in the gym.
- March 14 Grade 5s were off to the TELUS World Of Science
- Our grades 5 and 6 basketball teams will be participating in the BFH basketball tournament on this Saturday, March 16.
- Term 2 Report cards will be published on March 15 at 3:15 p.m. (Division standard date)
- Spring Break is just around the corner starting Friday March 22 and returning Tuesday April 2.
- Our badminton teams are starting up getting ready for their tournament on April 27th at SCA (Eagle Shuttle Invitational Badminton Tournament)
- 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)As of Wednesday, March 14, we have had 269 positive office referrals and 34 negative office referrals.

Facilities

- We had some work done in our main boiler room, boiler one control panel and backflow valve, water meter and bypass upgrade, repair of hot water bleed valve and access pipe.
- In the process of looking at upgrading our special needs bathroom across from the Connections classrooms.

Fees for 2024-25 school year.

Fees for 2024-2025		PINE STREET ELEMENTARY		
		School Fees		
Fee Name / Description	Per Student Fee 2024-2025	Per Student Fee 2023-24	Fee Category	
Field Trips - ECS	\$ 45.00	\$ 45.00	Activity Fees	
Field Trips - Gr 1	\$ 45.00	\$ 45.00	Activity Fees	
Field Trips - Gr 2	\$ 45.00	\$ 45.00	Activity Fees	
Field Trips - Gr 3	\$ 45.00	\$ 45.00	Activity Fees	
Field Trips - Gr 4	\$ 45.00	\$ 45.00	Activity Fees	
Field Trips - Gr 5	\$ 60.00	\$ 60.00	Activity Fees	
Field Trips - Gr 6	\$ 87.50	\$ 60.00	Activity Fees, Addition of Grade 6 Birch Bay fieldtrip for 2024-25 (\$27.50)	
Noon Supervision - ECS	\$ 68.00	\$ 68.00	Lunch Supervision & Activities	
Noon Supervision - Single	\$ 136.00	\$ 136.00	Lunch Supervision & Activities	
Agenda	\$ 5.00	\$ 4.75	Increase to cover actual costs	

Thank you

A big thank you to all those parent volunteers for all their hard work with hot lunches. A huge thank you to those parents who are volunteering in our classrooms helping with individual and small groups of students.

Pine Street Elementary

Everything we do is about helping students achieve all that they can be. It is believing in dreams and building the skills needed to achieve them.

We engage, motivate and inspire by focusing on individual strengths, interests, real world activities, and building partnerships with our families.

We ensure our students have the skills for successful futures.

Pine Street Elementary School Goals

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.

Question: Does the school make up the PD calendar for the year?

Answer: No, the division creates the calendar for the year. The calendar is also impacted by shared bussing with Elk Island Catholic Schools.

Teacher update – Shannon Robinson / Rachelle Gagnon

The band teacher from Sherwood Heights came to visit our grade 6 students last Friday. Many instruments were set up in the music room. After a 15 min “teach” on the instruments, students were able to try out everything from the flute to the French horn. We used up a lot of sanitizing spray, and we saw a lot of smiles!

The grade 3 classes will be going to the Winspear on Thursday, April 25. They will be hearing the Edmonton Symphony Orchestra give a one-hour performance.

This Friday is EIPS’s second annual Round Dance. It takes place at F.R. Haythorn, and will run from 6-9 p.m.

Pine Street School Volunteer Parent Society:

Treasurer Update – Sarah Matheson

Asked Pine Street to provide an invoice and receipts for the Opera, Rocks & Rings and the Christmas concert (plus bussing)

January, February and March (to date) monthly completed Banking Summaries are attached,

- Income Included
 - Interest - Jan \$.55, Feb. \$.47 totaling \$ 1.02
- January**
 - Healthy Hunger Pasta Pantry- \$190.00 **Reported in January*
 - Capital Power Grant- 1000.00 **Reported in January*
 - Healthy Hunger Cobs Bread- \$103.55
- February**
 - Movie Night Cash from Concession- \$17.00
- March (to date)**
 - Healthy Hunger Movie Night Admission/Pizza Sales- \$1123.08
 - Healthy Hunger Boston Pizza- \$147.80
 - Save On Foods- \$2085.10
- Expenses Included
 - January**
 - Insurance Premium- \$1001.33
 - February**
 - Jamie’s Movie Night Expenses (Movie Rental & Pizza)- \$520.12
 - Movie Night Gym Rental- \$78.75
 - March (to date)**
 - Sarah Matheson, Art Cards Return Shipping- \$42.11

Current and Ongoing Fundraiser breakdowns and Totals:

Save On Foods Yearly Fundraiser Report:

2021-2022 Total Year Profits: \$6458.29

2022-2023 Total: \$5809.64

2023-2024: \$7074.41

Movie Night Break down:

Movie Night Income Total: \$ 1140.08

Movie Night Expenses Total: \$ 913.35

Movie Night Profit: \$ 226.73

Hot Lunch Fundraiser:

Nitzas Pizza- \$148.40

Pasta Pantry- \$190.00

Cobs Bread- \$103.55

Boston Pizza- \$147.80

Fundraiser Total to date: \$589.75

Art Cards

Art Cards Income:

Art Cards Expenses: \$42.11

Art Cards Profits:

Cobs Bread In-Store Fundraiser

2022-2023 total: \$150.84

2023-2024 total:

Labels Labels Ongoing Fundraiser:

2022-2023 total: \$52.82

2023-2024 total:

Funds in Reserve

These are the current updated Funds in Reserve;

Christmas concert & bussing	\$2000
Performances	\$1000
Teachers Wish List	\$1300
Insurance	
Rock n' Rings	\$400
Movie Night	
Halloween & Year End Dance	\$1343.74
Mr. Michaels Thank You	\$150.00
Total:	\$6193.74

Pine Street Volunteer Parent Society Treasurer Report					January
Date:	1-Feb-24				
				Opening Balance	\$ 22,015.97
Income		Income	Expenses	Subtotal	Balance
8-Jan	Capital Power Grant\	\$1,190.00		\$1,000.00	
	Healthy Hunger Pasta P.			\$190.00	
24-Jan	Healthy H. Cobs Bread	\$103.55			
31-Jan	Interest	\$0.55			
				Income Subtotal	\$1,294.10
					\$ 23,310.07
Expenses					
31-Jan	Insurance Premium		\$1,001.33		
				Expenses Subtotal	\$1,001.33
				Closing Balance	\$ 22,308.74
Funds in Reserve:					
	Christmas Concert Rental & Bussing		\$ 2,000.00		
	Performances		\$ 1,000.00		
	Teacher's Wish Lists		\$ 1,300.00		
	Insurance				
	Rocks and Rings		\$ 400.00		
	Movie Night		\$ 185.52		
	Halloween & Year End Dance		\$ 1,343.74		
	Mr.Michaels Thank You		\$ 150.00		
			\$ 6,379.26		
Current Liabilites					
				Available Funds	\$15,929.48

Pine Street Volunteer Parent Society Treasurer Report					February
Date:	1-Mar-24				
				Opening Balance	\$ 22,308.74
Income		Income	Expenses	Subtotal	Balance
5-Feb	Movie Night Concession	\$17.00			
29-Feb	Interest	\$0.47			
				Income Subtotal	\$17.47
					\$ 22,326.21
Expenses					
6-Feb	Jamie- Movie Night Exp.		\$520.12		
14-Feb	Movie Night Gym Rental		\$78.75		
				Expenses Subtotal	\$ 598.87
				Closing Balance	\$ 21,727.34
Funds in Reserve:					
	Christmas Concert Rental & Bussing		\$ 2,000.00		
	Performances		\$ 1,000.00		
	Teacher's Wish Lists		\$ 1,300.00		
	Insurance				
	Rocks and Rings		\$ 400.00		
	Movie Night		\$ 185.52		
	Halloween & Year End Dance		\$ 1,343.74		
	Mr.Michaels Thank You		\$ 150.00		
			\$ 6,193.74		
Current Liabilites					
				Available Funds	\$15,533.60

Pine Street Volunteer Parent Society Treasurer Report					March
Date:	1-Apr-24				
				Opening Balance	\$ 21,727.34
Income		Income	Expenses	Subtotal	Balance
05-Mar	Healthy H. Movie Night	\$1,270.88		\$1,123.08	
	Healthy H. Boston Pizza			\$147.80	
11-Mar	Save On Foods	\$2,085.10			
				Income Subtotal	\$3,355.98
					\$ 25,083.32
Expenses					
	Sarah Matheson- Art Cards Shipping		\$42.11		
				Expenses Subtotal	\$ 42.11
				Closing Balance	\$ 25,041.21
Funds in Reserve:					
	Christmas Concert Rental & Bussing		\$ 2,000.00		
	Performances		\$ 1,000.00		
	Teacher's Wish Lists		\$ 1,300.00		
	Insurance				
	Rocks and Rings		\$ 400.00		
	Movie Night		\$ 185.52		
	Halloween & Year End Dance		\$ 1,343.74		
	Mr.Michaels Thank You		\$ 150.00		
			\$ 6,193.74		
Current Liabilites					
				Available Funds	\$18,847.47

Art Cards: All have been received. One class might need to update or change their design due to unglued / loose construction paper. Have a teacher/helper write the students names on the sheets as they are not all able to be read.

Dance/Movie Nights: Automatically use the signup genius to get volunteers. Maybe add “floater” position for future events in case someone cannot make it. Another volunteer by the door to keep kids inside. Next year movie – pick a short one (around 50 minutes)

COSC Meeting update: It was discussed how to get people to attend the AGM and the meeting.

- If you want to have a say in what the Society supports – please come to the AGM.
- List of activities that the society sponsored

Question about Fit Kids – who plans the activities?

Answer: Murray

Yearbook: At the beginning of April, class proofs will be available for teachers.

If you volunteer on a field trip or in a classroom – send photos to yearbookpne@gmail.com

Bottle Drive Fundraiser: being organized by Kayleigh, Mel and Tracey for May 24. A trailer will be on site. Will also be setting up a donation tab through Healthy Hunger. 425 blue bags will be purchased and handed out to staff and students. Incentives / draw for bringing in bottles- (100 or 50 gift cards).

Financials – Tracey Martin Woywitka has volunteered to do the financials as a C.A.

A motion was made by Sarah Matheson to adjourn the meeting at 7:35 P.M.

SECONDED BY: Tracey Martin Woywitka

CARRIED: Yes

The next AGM/meeting will take place on **Thursday, May 23, 2024 at 6:00pm.**

These minutes are respectfully submitted by: Kaylie Flewin

Documents Handed out at March 2024 Meeting:

Agenda, Minutes from January meeting, Treasurer Report, Principal’s Update