

# École Parc Élémentaire School Council Meeting

Wednesday October 9, 2024 - Virtual - 7:00pm

## Attendees

Amanda Shand - Chair	Jennifer Dechaine - Member
Danielle Rusk - Secretary	Erika Nelson - Member
Tandy Aitchison - Principal	Victoria Best - Member
Rebecca Milburn - Special Events Coordinator	
Genista Garnett - Hot Lunch Coordinator	
Ralph Sorochan - School Trustee	

## Absent

Devon Klein - Vice Chair	Melanie Redfearn - Member
Jasmyne Garbe - Treasurer	Amy Archibald - Member
Shelley Boswell - Assistant Principal	

## Called To Order: 7:01 PM

## Land and People Acknowledgments - Shelley Boswell

## Additions to Agenda:

- None

## Approvals

Approval of Agenda, October 9, 2024 - Genista Garnett 1st, Jenn Dechaine 2nd

Approval of minutes, June 11, 2024 - Genista Garnett 1st , Jenn Dechaine 2nd

## Principals Report: Tandy Aitchison - Principal

1. Thank you for the support with the movie night, great success despite being colder and windier than last year. Positive feedback for the most part, few small logistical things, timing some parents want later in the year but then it's too bright so the movie starts too late. The company does have a screen that can run outdoors during the day but it's costly.
2. Zen Den - starting to get low on snacks, the bubble's and granola bars were always a hit. Just got a foot massager in there for the teachers.
3. The 1st round of parent teacher interviews for 1-6 will be in October with PALS and Kinders in November.

4. November 29 report cards will go out, and will be sending out a survey to see what parents thought about earlier interviews this year.
5. Halloween parade and costume reminders will go out soon as well as will start advertising for the family Halloween dance.
6. **Important Dates:**
  - a. November 8 - Remembrance Day Assembly & Ceremony
  - b. December 11 - Kinder to Grade 3 Christmas Concert
  - c. December 12 - Grade 4 to 6 Christmas Concert
7. EIPS will be sending out a survey to parents this week about a possible calendar day changes moving forward:
  - a. Early out every Wednesday (out 1 hour earlier)
  - b. Early out every second Friday (out 2 hours earlier)
  - c. Remain as is now - first Wednesday of every month (1 hour earlier)

### **COSC Update: - Amanda Shand**

1. The first meeting of the year was last week. There were elections for a new chair, vice chair and secretary this year.
2. Announcing funding for 90 schools EIPS schools were not one of them unfortunately, looking for names to name the new replacement school, changes to the technology policy within schools, lowest funding per student (according to ATA).
3. Operating procedures were reviewed. Going to focus on engagement this year and how we view it with parents and council. Look at maybe posting the agenda in the gazette ahead of the meeting so parents can see what we discuss.

### **ASCA Grant: - Amanda Shand**

1. Will get the grant money again this year \$564.00 plus any money that was leftover from last year can be rolled over. (Used the grant money last year to purchase the dictionaries for the new Kinder families coming in).
2. Will look at partnering with Kristi Wahl and the Families First again to see if we can put on any programs for our parents with the grant money.

### **Trustee Report - Provided by Ralph Sorochan**

Full report attached at the end of the minutes but here are some extra points/discussion notes:

**2) Future EIPS Calendar** - If it were to change there would be an additional 8-10 mins a day that would be distributed throughout the day either at the beginning or the end of the day to make up for the lost time with the early outs.

**9) Additional Programming for Fort Sask Students** - Elementary Reading Intervention Program (READ) will start with the Grade 3 students in January 2025.

### **School Engagement Survey - Amanda Shand & Jennifer Dechaine**

1. Hot Lunches and engagement/awareness of the School Council were the main topics of the survey. Nothing too earth shattering, going to try some different formats for meetings to see if we can increase parent engagement. This meeting was virtual, next one will be in person, January will be hybrid (Virtual or in person).

One thing we want to make sure that we're not doing is the same fundraisers as the Fun With French Preschool, we try to make sure that we are separate and different from their fundraising efforts.

*School Engagement Survey Results included at the end of the minutes*

## **New Business**

**None**

Next Meetings:

- November 27, 2024 @ 7:00 PM in Library

Meeting Adjourned at 7:49 PM

**Motions: - None-**

Ralph Sorochan

**1) APPRECIATION** – Thank you, for being here today, and welcome to a new school year! Big kudos to Tandy, Shelley and the entire EPE team for getting the school ready to welcome our students. It’s a big job and certainly a lot of work! Well done!

**2) BOARD CHAIR AND VICE-CHAIR ELECTIONS** - The Board held its annual organizational meeting in August, which included nominations and elections for the Chair and Vice-Chair positions. Trustee Cathy Allen remains as the Board Chair, and Trustee Susan Miller remains as the Vice-Chair. Both individuals were appointed by acclamation and will lead the Board of Trustees throughout the 2024-25 school year.

**3) BUDGET 2024-25 -**

a) On June 6, The Board approved Elk Island Public Schools’ (EIPS) 2024-25 spring budget, prepared by Financial Services. Every spring, the Division prepares a budget for the upcoming school year—based on provincial funding, Alberta Education’s Funding Manual for School Authorities: 2024-25 School Year, projected student-enrolment numbers, corresponding staffing estimates, Board-approved budget assumptions and allocations, and stakeholder feedback.

Overall, for 2024-25, EIPS is working with a tighter budget than the previous year. The reason: There is no specific funding to cover all of the rising inflationary costs—such as utilities, employee benefits, custodial supplies and insurance premiums. That, in turn, impacts available student programming and services. The complete report is available at [eips.ca](http://eips.ca). The complete EIPS 2024-25 Budget Report is available at [eips.ca](http://eips.ca).

As with all budgets, any changes to funding, reserve usage, enrolment numbers and standard costs can affect the initial budget. As such, EIPS is now updating its 2024-25 budget with the final student-enrolment numbers (up 160 students or 1.06% increase from last year, for a total of 17,949), revenue and expense variations, carry forward amounts and any reserve spending changes.

b) Transfer To Capital Reserves – At their August meeting, the Board approved transferring \$1 million to the Division capital reserve from the operating reserve to ensure EIPS’ surplus remains under the province’s mandated operating reserve limit. The Board also directed administration to provide a report detailing allocations for capital projects before trustees approve the 2024-25 fall budget.

c) Allocation Of One-Time Funding - The Board approved allocating an additional \$1.6 million to schools for the 2024-25 school year, at the August meeting. Over the summer, EIPS received an added \$1.6 million in one-time funding from the province to address added pressures as a result of enrollment growth and cost pressures school boards currently face. Of that, \$50,000 went to Next Step schools, \$66,130 went to the Educational Assistant Capacity Building Project and the remainder went to schools throughout the Division—based on a classroom complexity algorithm to ensure equitable access. If there are any other needed adjustments to the 2024-25 budget, including shortfalls, EIPS will fund these through its reserves.

d) Surplus Property Declaration – École Campbelltown - The Board of Trustees declared the École Campbelltown building, excluding all modular classrooms (T3688, T6009, T7466 and

T7467), surplus to the Board’s needs—effective 90 days following occupancy of the Sherwood Park replacement school: and that pursuant to section 7 (b) of the Alberta Real Property Governance Act (RPGA) the Board of Trustees offers to transfer the real property (École Campbelltown building) to the Department of Infrastructure at net book value; and that if Alberta Infrastructure declines the offer to transfer the Minister of Education pursuant to sections 9 and 10 of Alberta Regulation 86/2019, Education Act, Disposition of Property Regulation approves the Board’s declaration; and that the real property be transferred to Strathcona County, or if the municipality refuses, to be disposed of as per the regulation.

e) At a Special Meeting of the Board on October 3, the Board of Trustees passed a motion to utilize the following dollars from Unallocated Capital Reserves:

\$1,000,000 to the Salisbury Composite High Chiller project; and

\$328,000 increase to the Voice Over Internet Protocol-VOIP (telephone system),

both of which are to be started and completed in the 2024-25 year.

#### **4) BOARD ADVOCACY -**

a) On June 12, Trustee Sorochan, Trustee Shotbolt, Board Chair Allen and Superintendent Stoddard were invited to meet with Jackie Armstrong-Homeniuk, the Parliamentary Secretary for Settlement Services and Ukrainian Evacuees and a member of Alberta’s Legislative Assembly for Fort Saskatchewan-Vegreville. Also in attendance were representatives from Elk Island Catholic Schools and several community partners. The focus: career pathways and a proposed collegiate in Fort Saskatchewan.

b) On June 24, trustees met with Education Minister Demetrios Nicolaides. The focus: The Division’s No. 1 capital priority—a new collegiate-style junior-senior high replacement school in Fort Saskatchewan. Jackie Armstrong-Homeniuk, the Parliamentary Secretary for Settlement Services and Ukrainian Evacuees and a Member of Alberta’s Legislative Assembly for Fort Saskatchewan-Vegreville, was also in attendance and offered her support for the replacement school, as it will help meet our community’s needs.

c) On September 18, a letter was sent to the Education Minister, letting him know that EIPS is “shovel ready” for a replacement jr/sr collegiate school in Fort Saskatchewan, as per the provincial school funding announcement.

**5) NEW SHERWOOD PARK SCHOOL GROUND BREAKING CEREMONY** - Representatives of the media, families and community members were invited to join Elk Island Public Schools (EIPS) as it hosted a ground breaking ceremony to mark the start of construction on its new replacement school—a K-9 school being built on Fir Street in Sherwood Park slated to open in fall 2026. The school will replace École Campbelltown and Sherwood Heights Junior High. The September 12th ceremony included reflections from Elder Wilson Bearhead and greetings from local dignitaries—including Cathy Allen, the Board Chair of EIPS; the Honourable Nate Glubish, Alberta’s Minister of Technology and Innovation and Member of the Legislative Assembly for Sherwood Park-Strathcona; and His Worship Rod Frank, the Mayor of Strathcona County. A new school naming engagement is forthcoming, that will include all members of the community.

**6) BOARD POLICY 24 – PERSONAL COMMUNICATION DEVICES** – At the September 19th Board Meeting, Trustees repealed Policy 24. Guidelines for use of personal mobile devices are now solely and comprehensively outlined in Administrative Procedure 145 – Use of Personal Mobile Devices. The use of personal mobile devices is operational in nature and not within the governance realm. The newly updated Administrative Procedure 145 incorporates all elements of the repealed policy, the new requirements of the province, and details

expectations for the EIPS community as a whole. Click to view Administrative Procedure 145. **7) FUTURE EIPS CALENDARS** – At the September 19th Board Meeting, Trustees received and considered research on the positive impact collaboration and professional learning has on student achievement. Trustees directed Administration to develop potential calendar options for the 2025-26 and 2026-27 Division Calendars, and a stakeholder calendar survey. A video, links to detailed research, and a stakeholder survey will be sent out to families on October 10, to consider possible alternatives to the current calendar.

Please note:

- a) The survey is for stakeholder feedback, and your opinions matter!
- b) Status quo calendars remain an option.
- c) Instructional minutes will not change – the distribution of minutes, however, changes in the suggested options.
- d) The Board has made no decisions about what the calendar will be.

**8) ECOLE PARC COOLING WALL** - Repairs have been made to the cooling wall at Ecole Parc. Contractors scraped down the wall and painted it to be more aesthetically appealing. The cooling wall was built as part of the design, to support the mechanical system installed at the time. As such, the wall could not be removed. Next spring, trees and vines will be planted to provide more shade. This will also be more aesthetically appealing and serve to prevent climbing on the wall. Provided below are the before and after photos.



Additional summer Facilities work at Ecole Parc included:

Ecole Parc Élémentaire	
	Custodial services - annual cleaning regime
	Fire inspections and deficiencies
	Gas detection inspection and calibration
	Grounds maintenance
	Gym floor re-coating
	HVAC system preventative maintenance
	Parking lot line painting
	Air Handling Unit replacement

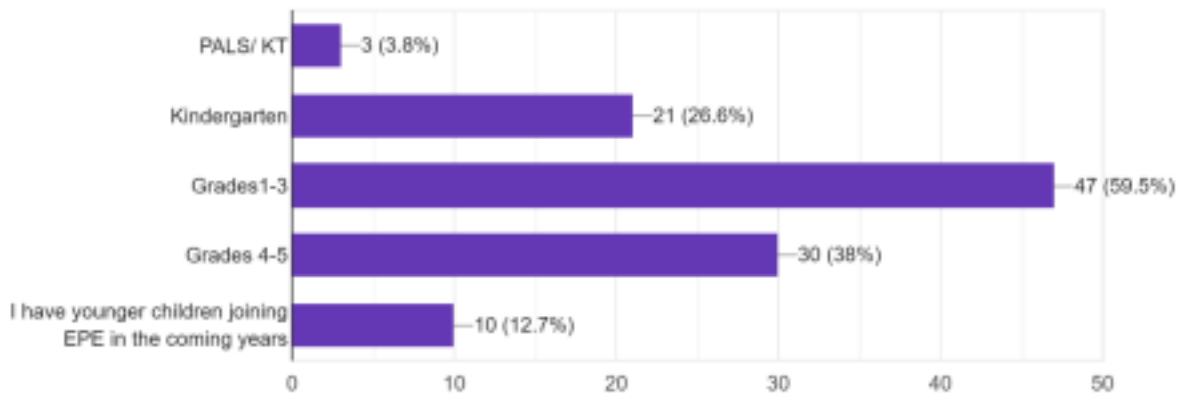
**9) REMINDER: ADDITIONAL PROGRAMMING FOR FORT SASKATCHEWAN STUDENTS** – The following programs remain in place for the 2024-25 school year to address classroom complexity:

- a) Transition program at Ecole Parc
  - b) Connections programs at WFG and Fort Christian
  - c) CASA Classroom at Fort Elementary (treatment-oriented program)
  - d) Jr. High Honours at Rudolph Hennig
  - e) Honours program at Fort High
  - f) Elementary Reading Intervention Project - READ
  - g) Existing program descriptions can be found here: [https://www.eips.ca/programs\\_services/specialized-system-programs](https://www.eips.ca/programs_services/specialized-system-programs)
- 10) **Government of Alberta Assessments** - As Alberta Education announced in July, mandatory assessments have been introduced—with K-3 beginning this school year:
- i. **Kindergarten**: Starting in January 2025, screening will be required in literacy and numeracy for all students each year in **January**.
  - ii. **Grades 1-3**: Mandatory screening assessments will continue in grades 1-3. Starting in September 2024, the literacy and numeracy screening for all students in grades 1-3 will now be completed in **September and January**. Grade 1 students will use the kindergarten assessments in September. In June, there'll be additional assessments for those students identified as requiring additional support in January.
  - iii. **Grades 4 and 5**: Starting in September 2026, screening assessments in literacy and numeracy for students in grades 4 and 5 will be introduced.
  - iv. **Grade 6**: Provincial Achievement Tests for students in Grade 6 will continue to occur in **May and June**.
- 11) **COSC MEETING DATES** – To kick off the 2024-5-24 COSC meeting season, Elk Island Public Schools' (EIPS) hosted an in-person Meet and Greet on Oct. 2, 2024. All additional meetings are scheduled to start at 6:30 PM and will be held at the Central Office in Sherwood Park (683 Wye Road). You can also join [COSC on Facebook](#) to share information and ask questions with other school councils. Meetings will be hybrid, again this year, and can be attended virtually. Check [eips.ca](#) for links.
- 12) **NATIONAL DAY FOR TRUTH AND RECONCILIATION AND ORANGE SHIRT DAY (SCHOOLS AND CENTRAL SERVICES CLOSED)** - Both the National Day for Truth and Reconciliation and Orange Shirt Day took place on September 30. [Orange Shirt Day](#) is an Indigenous-led grassroots commemorative day intended to raise awareness of the individual, family and community inter-generational impacts of residential schools, and to promote the concept of “Every Child Matters”. The orange shirt is a symbol of the stripping away of culture, freedom and self esteem experienced by Indigenous children over generations. EIPS commemorated the National Day for Truth and Reconciliation on **Friday, September 27**, as Monday, September 30 was a Division closure day.
- 13) **NEXT BOARD MEETING** – The next regular Board meeting takes place on October 17, 2024, at 10 AM. Board meetings are held in the Elk Island Public School boardroom. EIPS also livestreams public Board meetings on its [YouTube channel](#).
- 14) **STAYING SAFE ON SOCIAL MEDIA** - Social media platforms are great for connecting with others, but they also come with risks. Here are some essential tips to stay safe:
- h) **Protect Personal Information**: Avoid sharing sensitive details, such as your address, phone number or financial information.
  - i) **Use Strong Passwords**: Create unique, strong passwords for each account and consider using a password manager. Never write down your password.
  - j) **Enable Two-Factor Authentication (2FA)**: Adds an extra layer of security by requiring a second form of verification.
  - k) **Beware of Phishing Scams**: Verify the source before clicking on links or sharing information. l) **Adjust Privacy Settings**: Regularly review and limit who can see your posts and personal information. m) **Think Before You Post**: Consider the long-term impact of what you share online.
  - n) **Monitor Your Accounts**: Watch for suspicious activity and report anything unusual immediately.

Results from the Parent Engagement Survey, June 2024

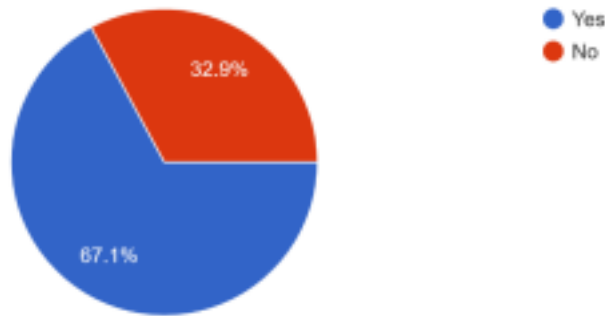
What grade(s) is your child(ren) in- please click all that apply

79 responses



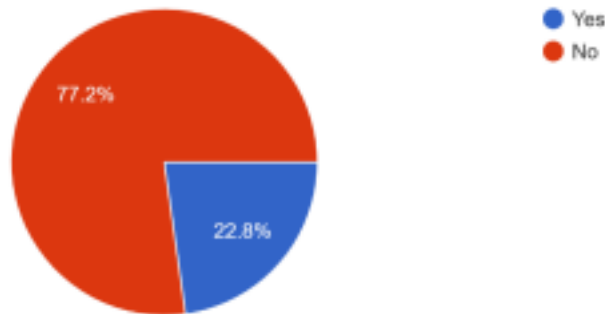
Are you aware that both school council and the fundraising society meet 8-10 times a year?

79 responses



Have you attended a council meeting in the past?

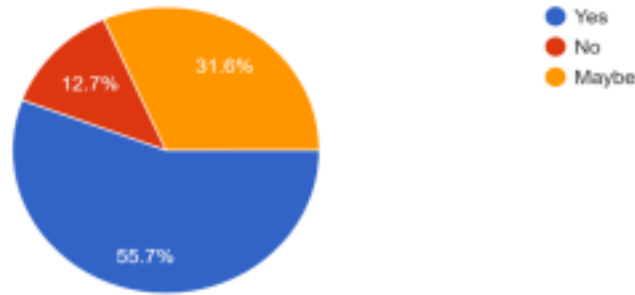
79 responses





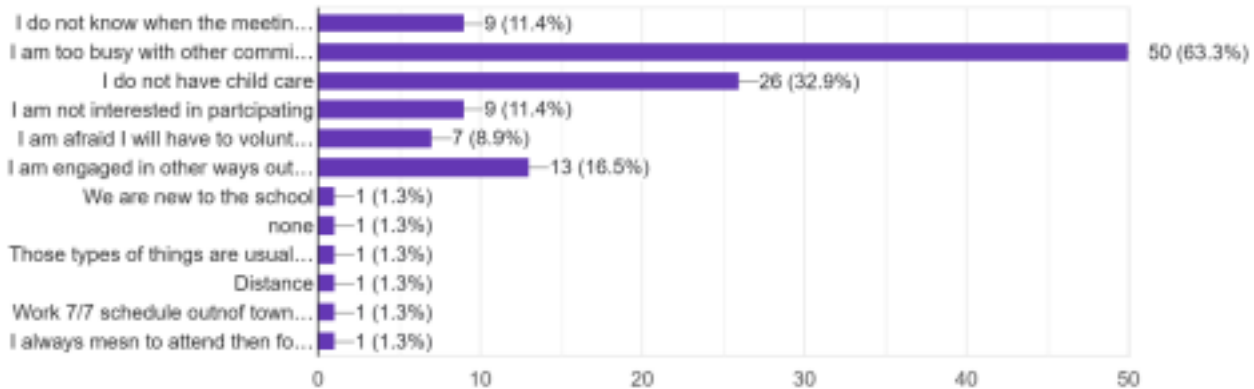
Are you familiar with the role of the council and fundraising society?

79 responses



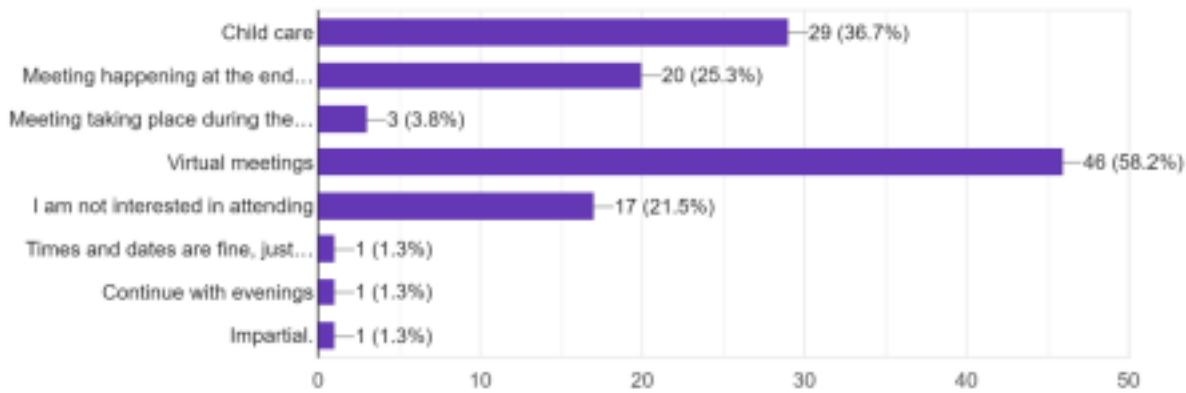
What barriers keep you from attending these meetings- Please click all that apply

79 responses



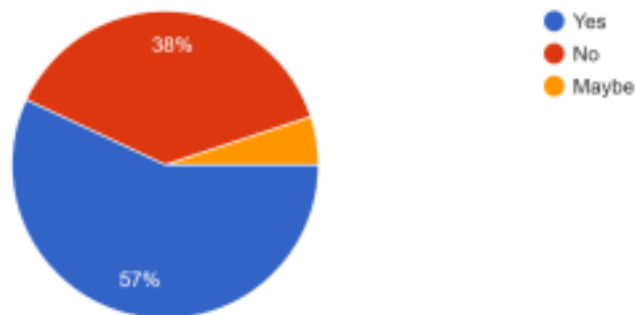
Council is considering an alternative meeting schedule and providing child care. Please highlight what factors would make it easier for you to attend meetings.

79 responses



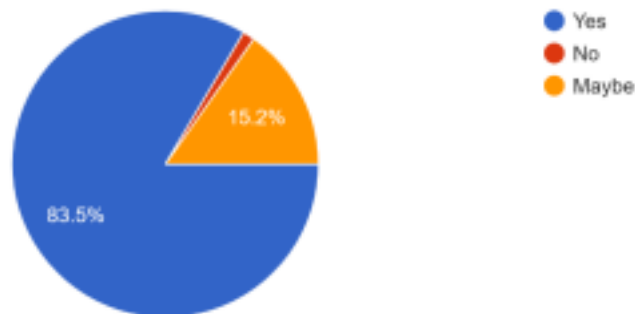
Were you aware that the hot lunch program was the main source of fundraising at EPE?

79 responses



Will you continue to support the hot lunch program if it is no longer the main source of fundraising?

79 responses



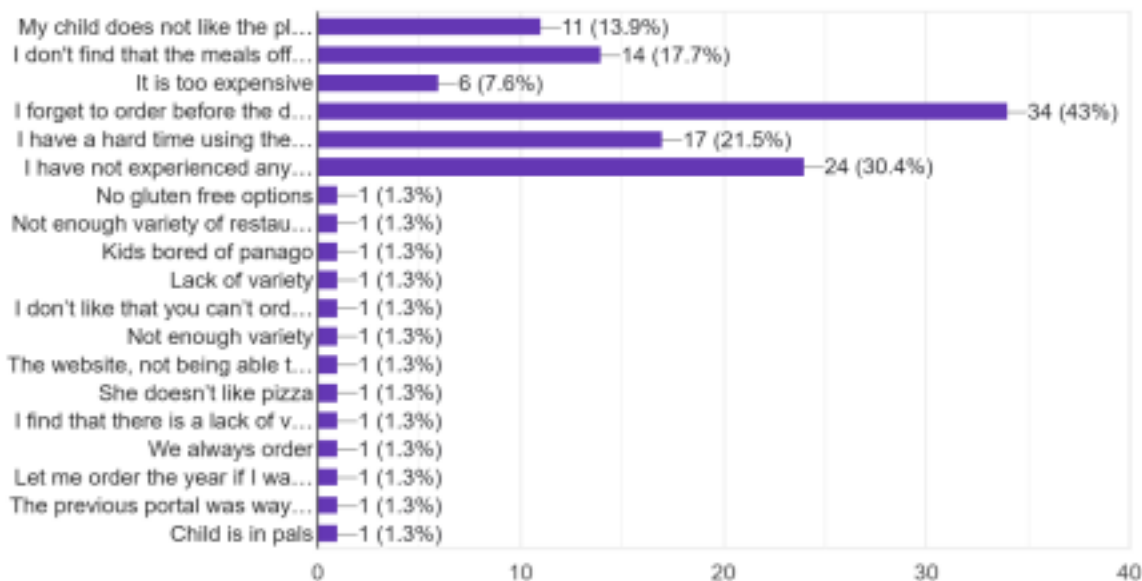
Will you continue to support the program if prices are slightly higher but we have more restaurant options, a user friendly ordering platform and the ability to order multiple days at a time?

79 responses



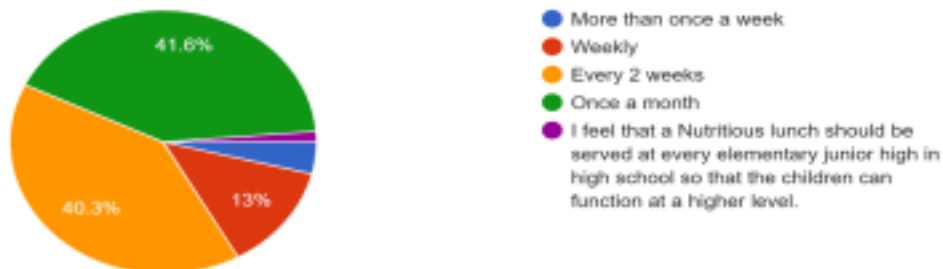
What are the barriers to you ordering from the hot lunch program?

79 responses



How often would you like to see lunches provided at our school?

77 responses



Purdys, crisper crême donuts, 50/50. Meat raffle. Stinitchys sausage
I loved the poinsettia sales!
I like tangible goods... fruit, meats, laundry detergents, etc. things we use everyday that we can purchase to support the school. Or lazy bottle drives are always easy, just have the depot put a bin out for a day or so
Chocolates - Not Purdy's unless there are lower cost items available.
Greenhouse Fundraiser (Flowers, Veggies), How about we design, and sell a Grizzly Hockey Jersey,
Can we bring back community building activities like school dances? School clothing.
I'm not sure how much the clothing sale generates, but having it open a few more times throughout the year might be beneficial? Also more offering on clothes. We have hand me down sweats from a different school and my kid lives in them ❓❓
Subway
Cookie dough selling
Food related things like little ceasars
<p>Break a rule day, freezie day, panago pizza coupons like in the past , hot lunch from cobs like in the past , hot lunch from edo Ask the dow or Sharitt or other Industries. For a hot lunch program</p> <p>Booster juice fundraiser. Fundraising event/night</p> <p>Something other than pizza</p> <p>I found the platform used a couple years back was easier to use. I also liked ordering for multiple hot lunches at one time.</p> <p>Possibly other local producers if the return is good...like stawnichys? beef jerky?</p> <p>Look at minor sports associations for other ideas Bingos as an example</p> <p>Apply to get an additional Casino date? Possibly to help the playground addition? ly</p> <p>No idea</p> <p>Mom' Pantry is another great fundraiser.</p> <p>Unsure at this time</p> <p>Mabel's Labels!</p> <p>The garden veggies and herbs</p> <p>Carnival</p>
Mucho Burrito or wraps
Freshii, something more on the healthier side