



# Meeting Minutes

Central Office Boardroom, Sherwood Park

Nov. 8, 2017

7 p.m.

## In Attendance:

**Chair:** Jacquie Surgenor, Sherwood Heights Junior High & Westboro Elementary

**Vice-chair:** Krista Scott, Fultonvale Elementary Junior High

Ginger Hassett-Koza, Fultonvale Elementary Junior High  
Marci Mast, Strathcona Christian Academy Secondary  
Robyn Michaelchuk, Fort Saskatchewan Elementary

## School Council Members

Jackie Anderson, Ardrossan Elementary  
Lyndsay Arndt, Lakeland Ridge  
Lesley Bowman, Pine Street Elementary  
Lisa Clamp, Bev Facey Community High  
Michelle Dugan, Bev Facey Community High  
Shanna Eveleigh, Pine Street Elementary  
Nadine Fricke, James Mowat Elementary  
Becky Galbraith, Fultonvale Elementary Junior High  
Jodie Gawron, Fort Saskatchewan Christian  
JP Grebenc, Ardrossan Elementary  
Lisa Harris, Fort Saskatchewan Christian

## Board and EIPS

**Board chair:** Trina Boymook  
**Trustee:** Colleen Holowaychuk  
**Trustee:** Annette Hubick  
**Trustee:** Don Irwin  
**Trustee:** Randy Footz  
**Trustee:** Harvey Stadnick  
**Superintendent:** Mark Liguori  
**Associate superintendent:** Sandra Stoddard  
**Director, Inclusive Learning:** Tracy Muth  
**Communications specialist:** Corrie Fletcher Naylor

## Welcome

Jacquie Surgenor, the COSC chair, called the meeting to order at 7:04 p.m.

## Additions to the Agenda

Jacquie Surgenor asked if there were any additions to the Nov. 8, 2017 agenda.

- The following amendments were made to the agenda:
- New Business
  - a. COSC Sharing Platform: Continued
  - b. EIPS Results Review
  - c. School Naming Policy

**Motion:** To accept the Nov. 8, 2017 agenda as presented.

Moved: Michelle Dugan

Seconded: Shanna Eveleigh

**Motion Carried**

## Approval of the Oct. 4, 2017 Minutes

Jacquie Surgenor asked if there were any changes to the minutes from the **Oct. 4, 2017** meeting.

- No changes were made.

**Motion:** To accept the Oct. 4, 2017 minutes as is.

Moved: Jackie Anderson

Seconded: Lesley Bowman

**Motion Carried**

## **Board Report: Presented by Trina Boymook, board chair, EIPS**

Trina Boymook presented the Board Report. Highlights include:

- On October 23, Elk Island Public Schools (EIPS) signed the newly launched *Elk Island Violence Threat Risk Assessment Protocol*. The protocol is meant to help prevent violence in schools and communities by outlining how to identify threats, a common language and understanding around threat assessment, a multidisciplinary approach to violence prevention, and how to make use of the expertise of community partners. By signing the protocol, all partners—school boards, the RCMP, government agencies and community agencies—are agreeing to be accountable to the protocol’s purpose and share the obligation to actively take steps to prevent traumatic events in schools and neighbourhoods.
- October 26, the new EIPS Board of Trustees was sworn in. During the organization meeting Trustees formally elected by acclamation Trina Boymook as Board Chair and elected Heather Wall as Vice-Chair. Both will lead the Board of Trustees for the 2017-18 school year. Chair Boymook is honoured to be entrusted to serve as Board Chair for the fifth-consecutive year.
- On October 30-31, the Board of Trustees took part in a two-day orientation session. The orientation provided new and returning trustees the opportunity to build a common understanding of the governance model in place within EIPS and understand the role and responsibilities of an EIPS trustee.
- Throughout November, the Board is taking part in the Division-wide Results Review process, which is a forum for schools and departments to share with the Board their individual results, annual plans, successes and challenges. The sessions help the Board set the Division’s future direction and inform decision-making around resource allocations. All Results Review sessions are open to parents and community members. Chair Boymook encouraged everyone interested to attend.
- EIPS’ unaudited accumulated surplus—as of August 31, 2017—was higher than projected. As a result, the Board decided to allocate more dollars from the Division’s Unallocated Reserve to specific reserves identified under the Division’s Allocated Reserves. The Board’s reserve plan includes the Leveraging Student Achievement Reserve, Equity of Opportunity – Distance Allocation Reserve, Election Reserve, School Building Reserve, Central Projects Reserve and Projects Reserve. Even with the decision to transfer additional dollars to the allocated reserves, the Division’s unallocated reserves is still projected to include \$1.4 million more than the minimum \$4-million threshold, as of Aug. 31, 2018.
- The Division is sending letters to all EIPS families impacted by the new elementary and junior high attendance boundaries in the northeast quadrant of Sherwood Park. The letters advise families of their child’s designated school as of the 2018-19 school year, about the boundary exemption request process and details about Student Transportation fees.
- Junior high students can now access their report card online. There is no change to the report card other than it can be accessed through PowerSchool.
- On November 8, the Division launched its calendar survey. People can complete the short survey until November 27.

## For Information

### a) *AP 164, Nutrition Update: Presented by Tracy Muth, director, Inclusive Education*

- Posted on the EIPS website are helpful and informative resources for parents regarding [Healthy Schools](#). To view, go to [www.eips.ca](http://www.eips.ca), click the menu; then Programs & Services; then healthy schools.
- There are three parts to Health Schools:
  - *Positive relationships*: It highlights National Bullying Awareness Week in November. Caregiver education sessions are coming in the new year. Once dates and topics are finalized it will be shared with COSC members.
  - *Eating well*: It includes information about [Administrative Procedure 164, Nutrition](#); a guide to eating well; nutrition guidelines and more. One success story that has come out of *AP 164* is [Brentwood Elementary's Sobeys Snack Attack](#), which teaches students about nutrition by having them try healthy snacks. Another, includes the [healthy food tasting at Vegreville Composite High](#), where Grade 8 culinary arts students teamed up with the Grade 1 class at A.L. Horton for a hands-on cooking lesson to learn how to make nutritious and delicious snacks at home—for themselves and their family.
  - *Active living*: Work is currently underway on this section.

### b) *ASCA Update: Presented by Jacquie Surgenor, COSC chair*

- The annual Alberta School Councils' Association (ASCA) conference and AGM takes place at the Delta Edmonton South on April 20-22. The focus this year is on mental health.
- Education Minister Eggen was at the October ASCA Board meeting. Some of his key messages were:
  - The role of the parent is instrumental and non-negotiable.
  - Complications and challenges with Bill 1: An Act to Reduce School Fees are around it being dropped one-year earlier than planned. Any problems, just give him a call.
  - There's stable funding for education.
  - When asked about a one-year grant for ASCA: Eggen said he would look into it since ASCA is instrumental.
  - The new draft of Teaching Quality Standard—standards for teachers, principals and superintendents—is expected to be signed soon.
- Wendy Boje, the assistant deputy education minister and has led the updates to the *School Act* and Bill 1, also attended the October meeting. Some of her key messages were:
  - She's impressed with how well parents were represented, and represented themselves, at the *School Act* consultations.
  - She used to be a school council chair.
  - In terms of age of access, the results were inconclusive. Alberta Education is planning to work more closely with the Department of Labour and Advanced Education to meet students' needs.
  - She was surprised by the amount of competition that takes place between school boards in terms of the age of entry date. If changes are made, she's aware Alberta Education needs to give lots of advance notice as people will need to make plans—for example, daycare arrangements.
  - In terms of Bill 1, the biggest take away was learning parents are willing to pay fees and not willing to accept a reduction in services or opportunities, especially regarding choice and field trips. She said the next step is a discussion around basic education and what that includes—

core versus options. Additionally, she heard, very loudly, the government should hit the pause button and let school boards catch up before implementing anything else.

- In terms of transportation, there is no more money and Alberta Education knows it needs to work more with school boards. She encouraged people to speak up.
- Some surprises from Boje’s presentation:
  - How prevalent the competition is between school divisions regarding age of entry. What is the government doing in policy to encourage this?
  - Parents are willing to pay for choice, other than French Immersion, field trips, activities and options.
  - Roles and responsibilities are unclear. Previously Alberta Education would ask school boards to create a policy around a subject area. School boards would then create the policy. However, the last two required government policies—regarding school fees and welcoming, caring respectful and safe environments—have required an additional step, approval from from minister of education. The government is also encouraging parents to contact them directly, rather than directing parents to talk to their local school division officials or Board of Trustees first.
- The ASCA Board named Wendy Keiver, the current director of client services, as the acting executive director.
- There is a new session that school councils can book entitled, “It’s More than the Meeting.”
- Earlier this month, the NDP government introduced Bill 24: An Act to Protect Gay-Straight Alliances. The Bill strengthens rules around gay-straight alliances in schools. In response, the Alberta School Councils’ Association, in partnership with Alberta Education, has created a FAQ document entitled, “[Bill 24 Fact Sheet and Frequently Asked Questions](#).” The document also includes contact information if you have more questions.

**c) Parents Empowering Parents Talks Marijuana: Presented by Jacquie Surgenor, COSC chair**

- On November 21, Parents Empowering Parents is hosting an information session entitled, PEP Talks Pot.
- The session includes industry experts who will discuss marijuana use, highlight important facts families should be aware of, offer strategies to communicate with children and answers questions individuals may have.
- Takes place at the Strathcona County Community Centre at 7 p.m.

**New Business**

**a) COSC Sharing Platform: Presented by Jacquie Surgenor, COSC chair**

- Jacquie Surgenor has created a Facebook group for COSC members, entitled “COSC.”
- The closed-group page is a tool EIPS school council members can use to communicate with one another, share perspectives and offer advice.
- To join visit <https://www.facebook.com/groups/471089089934102/>.
- When joining indicate what school council you belong to so it can be kept local.

**b) EIPS Results Review: Presented by Mark Liguori, EIPS superintendent**

- EIPS is conducting its Results Review process for the third year.
- The Accountability Pillar survey is a measure of how schools are doing year to year.
- The results are displayed both numerically and visually with different colors representing different results.
- The review is an opportunity for parents to celebrate the achievements of the school their child attends, and its year to year achievements.
- The results are only as inclusive as the number of parents and teachers taking the survey. Superintendent Liguori encourages parents to complete the survey each year—the survey is available to parents who have students in grades 4, 7 and 10.
- Tips when reading the survey results include:
  - When looking at the results, try not to focus on the snapshot in time, and instead the trends over time.
  - Look for areas where the school is improving, declining or staying the same.
  - Ask the questions “why?” and “what needs to change?”
  - Ask your principal for prior level of achievement results, which means how students did in Grade 3 and Grade 6. It also predicts how they’ll do in Grade 9. Look to see if the numbers did what was predicted, did students move forward? Or, did they move backwards? Also, ask for clarification about individual results to dig deeper into the answers for each question.
- Parents had concerns about some questions being misinterpreted, which would skew the results. They wondered if the questions could be improved. They were told Alberta Education creates the surveys and are the same province wide.
- Parents asked if the survey is available online and not just by mail. Having it online would likely improve the percentage of parents taking the survey. There was a pilot project to this effect done last year. ASCA passed a resolution asking for digital access to the survey for parents. Alberta Education indicated it’s evaluating the pilot and will expand if successful.
- Regarding the results, parents asked if the Division could offer parent-engagement sessions, develop a FAQ list for parents to ask school administration about the survey results, create a list of questions school councils should ask principals to present at meetings, produce an overall guide to understand both the Accountability Pillar survey and the prior level of achievement results, and to find ways to roll out the information to parents better. Sandra Stoddard will tackle these concerns. Superintendent Liguori offered to meet with individual parents, school councils or have a session at the Division level to dig deeper into the surveys.
- The Three-Year Education Plan, which highlights the Division’s priorities, goals and outcomes, may change to a four-year plan—trustee terms have changed to four years from three years so this change would make sense. The new education plan is being discussed at the Board Retreat in January 2018.
- The Tell Them From Me survey was discontinued by the provincial government. It would be expensive to tackle independently.
- Students who are supposed to write the PATs and diploma examinations receive a grade of zero per cent if they don’t write them. That result can significantly impact a school’s overall Accountability Pillar results.

- Questions arose about how students are doing with STAR 360 and Mathematic Intervention/Programming Instrument (MIPI). They also asked how students are being supported if they're struggling.

**c) School Naming Policy: Presented by JP Grebenc, COSC member**

- JP Grebenc, the school council chair for Ardrossan Elementary, expressed concern about the Board policy around how schools are named or renamed. It was suggested the Board look at changing the policy so schools can offer input on their school name, especially when it's a dual-track school—for example French, German, Ukrainian.
- The policy and administration procedure Grebenc referenced are [Board Policy 2, Role of the Board](#); and [Administrative Procedure 541, Naming of Schools and Other Division-Owned Facilities](#). Also related: [Board Highlights Aug. 24, 2017](#).

## **COSC Sharing**

**a) School Council Sharing: Presented by Jacquie Surgenor, COSC chair**

The agenda topic was tabled because of a lack of time.

Meeting adjourned at 9:08 p.m.

## **The next COSC meeting:**

**Date:** Wednesday, Jan. 10, 2018

**Time:** 7 p.m. to 9 p.m.

**Location:** Boardroom at Central Administration in Sherwood Park