



Committee of
School Councils

MEETING MINUTES

Elk Island Public Schools, in-person and virtual meeting

Oct. 2, 2024 | 6:30 p.m.

In Attendance

SCHOOL COUNCIL EXECUTIVE

Chair: Stephanie Stoddard, Fort Saskatchewan Elementary

Vice-Chair: Michelle Uytterhagen, Fultonvale Elementary Junior High

Secretary: Andrea Brown, École Campbelltown

SCHOOL COUNCIL MEMBERS

Amanda Shand, École Parc Élémentaire
Anne Wasylyshen, Ardrossan Junior Senior High
April Childs, Lakeland Ridge and Salisbury Composite High
Becky Mitchell, Sherwood Heights Junior High
Brian Vick, F.R. Haythorne Junior High
Christan Rasmussen, Westboro Elementary
Deanna Metro, Ardrossan Elementary
Deanna Sievers, SouthPointe School
Jacquie Surgenor Gaglione, Salisbury Composite High
Jennie March, Ardrossan Junior Senior High
Jordana Feist, James Mowat Elementary
Kilby Ritchie, Wes Hosford Elementary
Kim Scott, Sherwood Heights Junior High and Salisbury Composite High
Krista Scott, Bev Facey Community High
Leanna Bechtel, Fort Saskatchewan Christian
Leanne Seelochan, SCA Secondary
Lindsey Heerema, SCA Elementary
Lora Slobodian, Brentwood Elementary
Marco Candia, Woodbridge Farms Elementary

Shelley Wiebe, A.L. Horton Elementary
Tasha Kennedy, SouthPointe School
Tawnia McQueen, Wes Hosford Elementary
Teresa Bladon, Lakeland Ridge
Tom Sunderland, Bev Facey Community High

ELK ISLAND PUBLIC SCHOOLS BOARD OF TRUSTEES

Cathy Allen, Chair
Colleen Holowaychuk, Trustee
Trina Boymook, Trustee

ELK ISLAND PUBLIC SCHOOLS

Sandra Stoddard, Superintendent
Ryan Marshall, Associate Superintendent
Deneen Zielke, ATA Local No. 28 President
Corrie Fletcher, Communication Services
Emma Small, Communication Services

GUEST SPEAKERS

Suzanne Lynch, ASCA Instructor
Shelley Odishaw, ASCA Instructor

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

LAND ACKNOWLEDGEMENT

Past COSC Chair Jacquie Surgenor Gaglione provided the land acknowledgement.

COSC ORGANIZATIONAL MEETING

Past COSC Chair Kendra Roemer was unable to attend the meeting, so past COSC Chair Surgenor Gaglione called the election for the position of Chair for the 2024-25 school year. Stephanie Stoddard was acclaimed Chair. As COSC Chair Stoddard attended virtually, past COSC Chair Surgenor Gaglione continued to run the meeting and called the election for the position of Vice-Chair and Secretary for the 2024-25 school year. Michelle Uytterhagen was acclaimed Vice-Chair and Andrea Brown was acclaimed Secretary.

MOTION | To accept the positions the Chair, Vice-Chair and Secretary as acclaimed.

MOTION CARRIED

COSC PLANNING

For 2024-25, COSC meetings will be held on the first Wednesday of the month—October, November, January, February, March, April and May. Meetings will take place in person and virtually from 6:30 p.m. to 8:30 p.m. During bad weather, meetings may take place entirely virtual.

COSC members also discussed potential agenda topics for the 2024-25 year:

- Advocacy surrounding public education
- Artificial intelligence (AI) in schools
- Mentorship
- Parental engagement
- Pilot projects the Division is exploring
- School council three-year plans
- School fee development
- The public education funding model and three-year weighted moving average

AGENDA

Past COSC Chair Surgenor Gaglione called for additions or deletions to the agenda.

MOTION | The agenda be adopted, as circulated.

MOTION CARRIED

APPROVAL OF MINUTES

Past COSC Chair Surgenor Gaglione called for approval of the May 1, 2024 meeting minutes.

MOTION | The minutes be approved, as circulated.

MOTION CARRIED

New Business

ASCA PRESENTATION: THE WORK OF SCHOOL COUNCIL – Suzanne Lynch, ASCA Instructor and Shelley Odishaw, ASCA Instructor

- Lynch presented while Odishaw shadowed her. Lynch explained the role of the school council is to be the advisory body to school administration and the Board of Trustees.
- Any personal matters must follow the appropriate chain of command—starting with the teacher, then to school administration and then to the Board, if necessary. A more detailed explanation can be found in [Alberta Education's Business Plan](#).
- Communicating is a major aspect of school council—good dialogue goes both ways. Encourage communication with families in your schools through listening, engagement, representation in surveys, providing advice, assisting in class, fundraising and chaperoning.
 - A secondary group must be used to fund your school, which is called a fundraising society. Fundraising cannot be managed by the school council.

- Regarding social media accounts and school councils, share information only and disable or monitor comments. Post helpful links for parents, such as the [Education Act](#).
- Creating an annual school council meeting agenda for framework and goals may also be prudent. Keep the agenda to a one-year limit to make it simple.
- ASCA will be returning in February for another presentation. All EIPS school councils have an ASCA membership for the 2024-25 school year. Feel free to log into the [Members Only section](#) on the ASCA website for presentations, templates and more to help your school council be successful.

Board Report

Board Chair Allen presented the Board Report.

HIGHLIGHTS:

- Board Chair Allen welcomed all attendees to the first COSC meeting of 2024-25. It's the fifth week of the school year, and the summer break feels like ages ago.
- EIPS Facility Services completed great work during the summer. The schools were prime to welcome students and staff back for another year of learning.
- EIPS has a tighter budget this year—in part because there's no additional funding to cover inflationary costs, such as utilities, employee benefits and insurance premiums. EIPS administration continues to monitor the Division's operating and capital reserves, and the Board will make the best budgetary decisions to support student learning.
- During the summer, EIPS received an added \$1.6 million in one-time funding from the province. Of that, \$50,000 was allocated to Next Step, \$66,130 went to the Educational Assistant Capacity Building Project and the remainder was allocated to schools throughout the Division, based on a classroom complexity algorithm to ensure equitable access.
- The Board rescinded Board Policy 24: Personal Communication Devices. The essence of the policy is now reflected in [Administrative Procedure 145: Use of Personal Mobile Devices](#).
- EIPS did not receive funding from the School Construction Accelerator Program announced by Alberta Education. The new schools, replacement schools and new modulars will be most welcomed in Alberta school divisions to address enrolment pressures and ageing infrastructure. EIPS will continue to advocate for its Capital Plan requests. The number one request is a grades 7-12 replacement school for Fort Saskatchewan High and Rudolph Hennig Junior High. The number two request is a replacement school for James Mowat Elementary.
- Students, parents, caregivers, staff and community members will have the opportunity to provide suggestions for the name of the replacement school in Sherwood Park. An online survey will be available this fall. The Board will consider the suggestions and make a motion for the name of the school at the Board Meeting in December.
- The Board reviewed extensive research on the impact collaboration and professional learning have on student achievement. The research clearly demonstrates teacher collaboration enhances collective efficacy, pedagogical practices and student outcomes.
 - Given a key EIPS priority is enhancing growth and success for all students, the Board wants to explore alternative Division calendars that embed formal collaboration time. All EIPS stakeholders will have the opportunity to provide feedback about the possible calendar options. An online survey will be sent to stakeholders in October.
- EIPS will be developing a transition strategy for secondary students relocating to Salisbury Composite High for French Immersion and Lakeland Ridge area students who are redesignated to Bev Facey Community High, effective when the new Sherwood Park replacement school opens in 2026-27. The Division plans to consult with all impacted stakeholders to develop an effective transition plan, starting in fall 2024. Consultations will include working-group meetings, online surveys with staff and school families, student engagements and a public consultation with stakeholders to fine-tune the draft plan. A final transition plan is expected in spring 2025.

ATA Report

ATA Local No. 28 President Deneen Zielke presented the ATA report.

HIGHLIGHTS:

- Zielke said it's been a busy few weeks in classrooms, and everyone seems settled in now. She hoped everyone was heading outdoors and enjoying the fall weather.
- This year, the ATA is focusing on advocating for support from the provincial government to adequately fund public education.
 - Alberta Education has made recent announcements regarding [funding for charter and private schools](#). Both types of schools will receive more taxpayer dollars, which indicates how difficult the ATA's goal will be this year.
 - Zielke emphasized how education provides a level playing field and all children in the province deserve the same opportunities.
 - Zielke is planning to work with other ATA Locals in the area to engage members and send a strong message that spending the least money per student in the country is not acceptable.
- Zielke said if COSC members are interested in supporting the ATA, they can contact her.
- The Local will be welcoming new teachers to the profession at its induction celebration at the Faculty Club of the University of Alberta on November 8. Zielke always looks forward to this event.

For Information

CAREGIVER SERIES UPDATE – Jacquie Surgenor Gaglione, Past COSC Chair

- The [October Caregiver Series](#) schedule is now available.
- Offered through Recovery Alberta, the sessions are informative and valuable.
- Past COSC Chair Surgenor Gaglione encouraged members to review the [October Caregiver Series](#) calendar.

COSC OPERATING PROCEDURES – Jacquie Surgenor Gaglione, Past COSC Chair

- Past COSC Chair Surgenor Gaglione told COSC members they can read through the [COSC Operating Procedures](#), available on the EIPS website. The procedures are informative for members new to COSC but are also a good refresher for returning members.

SCHOOL COUNCIL ENGAGEMENT GRANT – Emma Small, COSC Liaison

- Small outlined the process for how the Division is administering the [Alberta School Council Engagement Grant](#). Every school council is receiving \$500 from Alberta Education to use toward engagement activities. Councils will also receive any unused funds from previous years to use in the 2024-25 school year.
- The first step is for school councils to fill out a contact form. Alberta Education needs this information from EIPS to allocate funds to school councils. The deadline to complete the form is October 25.

COMMENTS AND QUESTIONS

Question: We were told to use our funds up last year. Yet, the grant funds have rolled over again this year?

Answer: Yes. We still encourage school councils to use up their grant funds in the current school year, because we cannot guarantee that the funds will keep being rolled over from year-to-year. Alberta Education may take the funds back if they're not being used.

MEETING ADJOURNED AT 8:34 P.M.

Next COSC Meeting

DATE: Nov. 6, 2024

TIME: 6:30 p.m. to 8:30 p.m.

LOCATION: EIPS Central Services building, boardroom. Also hosted virtually on Zoom.