



# MEETING MINUTES

Elk Island Public Schools, in-person and virtual meeting  
Feb. 5, 2025 | 6:30 p.m.

Committee of  
School Councils

## In Attendance

### SCHOOL COUNCIL EXECUTIVE

**Chair:** Stephanie Stoddard,  
Fort Saskatchewan Elementary  
**Secretary:** Andrea Brown,  
École Campbelltown

### SCHOOL COUNCIL MEMBERS

Alanna Mahar, Pine Street Elementary  
Amanda Shand, École Parc Élémentaire  
Andy Styles, Bruderheim School  
Brian Vick, F.R. Haythorne Junior High  
Christan Rasmussen, Westboro Elementary  
Deanna Metro, Ardrossan Elementary  
Heather Rideout, Lamont High  
Kim Scott, Sherwood Heights Junior High and  
Salisbury Composite High  
Lindsey Heerema, SCA Elementary  
Lisa Harke, SCA Secondary  
Lora Slobodian, Brentwood Elementary  
Marco Candia, Woodbridge Farms Elementary

Tabitha Topola, Mundare School  
Teresa Bladon, Lakeland Ridge  
Tom Sunderland, Bev Facey Community High  
Tracy Innes, Bruderheim School

### ELK ISLAND PUBLIC SCHOOLS BOARD OF TRUSTEES

Cathy Allen, Chair  
Susan Miller, Vice-Chair  
Trina Boymook, Trustee  
Don Irwin, Trustee

### ELK ISLAND PUBLIC SCHOOLS

Ryan Marshall, Associate Superintendent  
Emma Small, Communication Services

## CALL TO ORDER

The meeting was called to order at 6:33 p.m.

### LAND ACKNOWLEDGEMENT

COSC Chair Stephanie Stoddard provided the land acknowledgement.

### AGENDA

COSC Chair Stoddard called for additions or deletions to the agenda.

MOTION | The agenda be adopted, as circulated.

*MOTION CARRIED*

### APPROVAL OF MINUTES

COSC Chair Stoddard called for approval of the Jan. 8, 2025 meeting minutes.

MOTION | The minutes be approved, as circulated.

*MOTION CARRIED*

# Board Report

Board Chair Allen presented the Board Report.

## HIGHLIGHTS:

- The Board of Trustees approved funding for registration costs for the annual ASCA conference and Annual General Meeting (AGM).
- It's budget season, and there's a schedule of events that takes place prior to approval of the budget.
  - Budget survey data obtained from parent, caregivers, Grade 12 students, staff and community members help to inform the budget priorities.
  - There's always forecasting and signaling as to the provincial budget. The Division receives these forecasts from politicians, political analysts and economists. With these numbers, there's a better idea of what EIPS is working with.
  - The provincial budget is expected to be tabled on Feb. 27, 2025.
  - EIPS Secretary-Treasurer Candace Cole and her team will begin work on the preparation of the 2025-26 EIPS Budget. This work is guided by the Government of Alberta's [Funding Manual for School Authorities](#).
  - The Board will have budget discussions and debates.
  - The Board will approve the budget for 2025-26 at the public Board meeting in May. This'll be submitted to the Government of Alberta.
- The Board will participate in its annual three-day Board Retreat in February. This is an opportunity to have deep discussions on governance-related issues.
- February marks the time for kindergarten, new student and returning student registration. Full-day, every-day [kindergarten pilot programs](#) are being offered at Wes Hosford Elementary, École Parc Élémentaire and Mundare School.
- The Division is looking for two community representatives for the EIPS Audit Committee.
  - There are approximately two meetings a year—one in the spring and one in the fall. The role starts in spring 2025—either May or June. This position is for a two-year term, and there's an honorarium of \$100 per meeting plus reimbursement for mileage.
  - The individual should have knowledge of audit standards and governance and understand financial statements, preferably those prepared under the public sector accounting standards.
  - More information is on the [EIPS website](#). The closing date is March 7, 2025.

## COMMENTS AND QUESTIONS

**Question:** What will school councils need to do to access Board-sponsored registration for the ASCA conference and AGM?

**Answer:** A form will be provided to councils ASAP. EIPS administration will register school councils that have filled out the form altogether after the form deadline.

# ATA Report

ATA Local No. 28 President Maxine Holm did not present a report.

# For Information

## TRUSTEE ELECTION – Trina Boymook, EIPS Trustee

- Trustee Boymook explained trustees work together to govern the school system according to community needs and values while maintaining government standards.
- It's not a job for people pleasers—you can't make everyone happy and there'll be tough decisions to make.
- There are nine board members in total. The whole board makes a decision, not just one trustee.
- The Board's role is to focus on governance, which is the "What."

- The Superintendent’s role is to focus on operations, which is the “How.”
- The Board works on three types of governance:
  - Fiduciary;
  - Strategic; and
  - Generative.
- You don’t need special training—you just need to have a passion for public education.
- The Board is comprised of one trustee from the western portion of the County of Minburn, one trustee from Lamont County, two trustees from the City of Fort Saskatchewan, and five trustees from Strathcona County—including three from the urban service area of Sherwood Park, one from the land lying north of Wye Road, and one from the land lying south of Wye Road.
- To be a trustee candidate, you must be eligible to vote in the trustee election and a resident of the local jurisdiction and ward for six months immediately preceding nomination day. You must not be otherwise ineligible or disqualified. The nomination package and resources are available on the [EIPS website](#).
- Timeline:
  - Nominations opened on Jan. 1, 2025. Nominations close at noon on Sept. 22, 2025.
  - The deadline for retracting your nomination is September 23.
  - Election Day is October 20.
  - The deadline for a recount is October 22.
  - The official results will be released October 24.
  - The official swearing-in happens October 30.
- The Board invited COSC members to generate questions about what they’d like to know about a candidate. The idea came about after Board Chair Allen had a school ask if there is a set of questions for trustees. She asked COSC members to think about what issues are important to them.
- Fall is an especially busy time for trustees. During the school year, public Board meetings are typically held the third Thursday of the month, while Board Caucus meetings are held the first Thursday of the month.

#### COMMENTS AND QUESTIONS

**Question:** With the population growth in Cambrian and Hearthstone, how will the EIPS Board be affected?

**Answer:** Rebalancing the wards can be revisited, especially with the amalgamation of rural communities.

**Question:** How many nominations have been handed in so far?

**Answer:** One so far, but there’s a lot of time left.

#### **POWERSCHOOL DATA BREACH UPDATE – Ryan Marshall, EIPS Associate Superintendent**

- Next week, Experian will be reaching out to parents, caregivers, students and staff who have been affected by the data breach.
- Experian will offer complimentary identity protection for two years.
- PowerSchool is confident none of the information is on the internet; however, Associate Superintendent Marshall reminded COSC members this cannot be guaranteed.
- Students and teachers more than 18 years of age will get complimentary credit protection.
- If you don’t get contacted by Experian, there’s a link on [EIPS website](#).
- Your principal should be sharing this information at your next school council meeting.

#### **DRAFT JUNIOR HIGH CURRICULUM UPDATE – Ryan Marshall, EIPS Associate Superintendent**

- EIPS Associate Superintendent Marshall said EIPS has received no update as of yet.
- As next year is the pilot year, there’s some concern teachers and students will have difficulties.
- Any missing pieces in the curriculum are unknown. Most school divisions are advocating for a different roll-out with a more phased-in approach. Rolling out a new curriculum is not supposed to be political, but it is.
- There’s no going back once it’s rolled out, so the Division is doing its best to support staff.

## COMMENTS AND QUESTIONS

**Question:** Has the curriculum ever been rolled out like this?

**Answer:** Associate Superintendent Marshall has not seen this type of roll-out in his career.

**Question:** How are we managing and mitigating teacher burnout?

**Answer:** Being proactive, bringing in resources for teachers and hiring consultants.

### **ASCA UPDATE** – Stephanie Stoddard, COSC Chair

- ASCA is having their annual conference on Saturday, April 26. The AGM will take place Sunday, April 27. Registration for the conference and AGM opens February 5. More information is on the [ASCA website](#).
- The Board is sponsoring registrations this year—interested school councils can fill out a form to register, which COSC Liaison Emma Small will provide ASAP.
- ASCA has [nominations](#) for their Board of Directors open until 5 p.m. on April 11.

### **CAREGIVER SERIES UPDATE** – Stephanie Stoddard, COSC Chair

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

### **SCHOOL COUNCIL ENGAGEMENT GRANT** – Stephanie Stoddard, COSC Chair

- Nineteen schools have applied for the [Alberta School Council Engagement Grant](#).
- Five schools will pool funds for the David Irvine presentation. The topics will be raising accountable people and effective leadership. Irvine has more than 35 years of experience as a family therapist, workshop facilitator, lecturer and adviser to executives. He has expertise with many mental health areas, such as Post-Traumatic Stress Disorder. The presentation will take place at Bev Facey Community High at 6:30 p.m. on March 11. Irvine will present virtually but attendees will meet in person at the school.

## COMMENTS AND QUESTIONS

**Question:** When should school councils have their grant applications and payment completed?

**Answer:** The end of June 2025 is the deadline for using the funds and processing payment this school year.

## **COSC Sharing**

### **EXTRA ASCE GRANT FUNDS FROM ANDREW SCHOOL** – All COSC members

- Because Andrew School is closed, COSC Chair Stoddard asked COSC members how the school's leftover \$500 from its council's Alberta School Council Engagement Grant funds should be spent.
- One idea was to create a school council resource library for COSC members.
- Another idea was to purchase multiple copies of the Brain Architecture Game as a resource for school councils to borrow. The cost for one copy is speculated to be US\$109, but Associate Superintendent Marshall will confirm this with Marcus Reed, the EIPS Director of Specialized Supports.
- School councils across Alberta are advocating Alberta Education to open up the criteria for the Alberta School Council Engagement Grant. Councils would like food and entertainment costs to be allowable expenses. The grant could be used for community building events, such as barbeques and picnics.
- EPCOR offers science, technology, engineering and mathematics (STEM) resources for free to schools.
- COSC members have found success with different grant activities. COSC member Christan Rasmussen shared her school council has brought in local experts to present, such as an occupational therapist and clinical neuropsychologist. This year, they'll have Shauna Sam, a speech-language pathologist, speak about executive functioning.
- Other school councils have found success with math nights using the company [Boxcars and One-Eyed Jacks](#).

## COMMENTS AND QUESTIONS

**Question:** Can school councils contribute their own grant funds to buy multiple copies of the Brain Architecture Game for councils?

**Answer:** Yes.

**Question:** Even though the Brain Architecture Game can be played without a facilitator, what would the Division recommend for school councils? Especially when you consider the game could bring up traumatic memories and experiences.

**Answer:** The Division can support school councils in having a facilitator to run the game to address mental health concerns that may come up. A school counselor or other appropriate staff member could potentially be brought in to run the game.

## HOW DOES YOUR SCHOOL COUNCIL SUPPORT THE GOALS OUTLINED IN YOUR SCHOOL'S EDUCATION PLAN? – All COSC members

- Bev Facey Community High's school council supports Opportunity Wednesdays at the school, which are a time for students to take part in academic coaching, exam rewrites, peer-to-peer support and more.
- Bev Facey's council also helps with a staff recognition program and focus on career and technology studies competitions.
- École Campbelltown's school council supported the school's science fair.

## New Business

### EIPS ADMINISTRATIVE PROCEDURE 146: SOCIAL MEDIA – Ryan Marshall, EIPS Associate Superintendent

- The Division has updated [EIPS Administrative Procedure 146: Social Media](#) from 2015, as per the new legislation from the provincial government.
- The procedure includes rules for using personal devices. Students cannot use certain social media platforms on any school device or wireless network.
- Banned social media platforms include:
  - BeReal
  - Discord
  - Facebook
  - Instagram
  - Pinterest
  - Quora
  - Reddit
  - Snapchat
  - TikTok
  - Tumblr
  - Twitch
  - VSCO
  - WeChat
  - WhatsApp
  - X
- EIPS cannot police what students do on their devices unless it's illegal, unethical or immoral. For example, students may use data on their devices or set up a virtual private network (VPN).
- High school students can use phones during breaks, while elementary students do not use phones all day.
- If needed, teachers and educational staff can use social media if permission is given from the principal.

- EIPS emails are not to be connected to any personal social media account. EIPS emails can be connected to Division-related social media accounts, such as a sports team or cosmetology class account. However, there must be a separation between work accounts and personal social media accounts.

MEETING ADJOURNED AT 8:23 P.M.

## **Next COSC Meeting**

**DATE:** March 5, 2025

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

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