



Meeting Minutes

Central Office Boardroom, Sherwood Park

Jan. 11, 2017

7 p.m.

In Attendance:

Jacquie Surgenor, Sherwood Heights Junior High & Westboro Elementary

chair

Annette Hubick, Lakeland Ridge

vice-chair

Farin Allidina, Brentwood Elementary

Candace Chamzuk, École Élémentaire Ardossan Elementary

Lynn Coates, Fultonvale Elementary Junior High

Shanna Eveleigh, Pine Street Elementary

Becky Galbraith, Fultonvale Elementary Junior High

Pauline Gurnett, Ministik School

Ginger Hassett-Koza, Fultonvale Elementary Junior High

Ryan Layton, principal, École Parc Élémentaire

Kelli Littlefair, Strathcona Christian Academy Secondary

Devon Marshall, Strathcona Christian Academy Elementary

Leah McBride, Brentwood Elementary

Robyn Michaelchuk, Fort Saskatchewan Elementary

Allison Usher, École Élémentaire Ardossan Elementary

Trina Boymook, Board Chair

Barb McNeill, trustee

Mark Liguori, Superintendent

Eileen Zimmerman, associate superintendent

Corrie Fletcher Naylor, communications specialist

Lynn Johnston, president, Alberta Teachers' Association Local

Tracy Muth, director, Inclusive Learning, EIPS

Judy Newman, Alberta Health Services

Welcome

Jacquie Surgenor, the COSC chair, called the meeting to order at 7 p.m. With COSC secretary Laura Comfort absent, Jacquie Surgenor asked for a volunteer to take the minutes. Annette Hubick volunteered.

Additions to the Agenda

Jacquie Surgenor asked if there were any additions to the Jan. 11, 2017, agenda. No additions were brought forward.

Motion: To accept the Jan. 11, 2017 agenda as presented.

Moved: Lynn Coates

Seconded: Leah McBride

Motion Carried

Approval of the Nov. 2, 2016 Minutes

Jacquie Surgenor asked if there were any changes to the minutes from the Nov. 2, 2016 meeting.

- No changes were made.

Motion: To accept the Nov. 2, 2016 minutes as is.

Moved: Robin Michaelchuk

Seconded: Shanna Eveleigh

Motion Carried

Board Report: Presented by Trina Boymook, Board Chair, EIPS

Board Chair Trina Boymook presented the Board Report. Highlights include:

- Alberta School Boards Association (ASBA) Fall General Meeting –
 - Education Minister David Eggen spoke at the ASBA FGM. He touched briefly on the curriculum review underway. The review is a six-year process. Thirty thousand people completed the survey with 25,000 completing Part B of the survey. Eggen mentioned some drafts are expected to be available this spring for people to review and provide their thoughts.
 - Further consultation on the *Education Act* is expected to begin in the new year. No dates have been provided or information on what the consultations will look like.
 - A nutrition program was recently announced. The government wants to hear from school boards regarding how a nutrition program can work in their division.
 - There were many questions from the floor on the carbon levy. The minister assured attendees he would not allow school boards to be put in a deficit situation.
 - The budget should follow normal timelines this year.
- Fall Budget – On Nov. 24, 2016 the Board approved the fall budget of approximately \$202 million; the budget includes a \$5-million draw from its reserves.
- A total of 1105 Sherwood Park Boundary Review surveys were submitted in November. The Board will be reviewing the survey results at its Education Committee meeting on Jan. 12, 2017. The Board hopes to be in the position to set the dates for the next stage of public consultations tomorrow. The second round of the public consultation will seek feedback on draft boundary options.
- At the Dec. 15, 2016 Board meeting, the Board approved a motion to consider the possible closure of Ministik School. Information about the regulations that guide the process is posted on the [EIPS website](#) as well as a link to [Board Policy 15, Program Reduction and School Closure](#). The Ministik School section of the website will be kept current with the latest information available. EIPS is hosting two public consultations and hopes to have the dates finalized soon.
- The Boundary Exemption Process will begin Feb. 1, 2017. Students who are seeking a boundary exemption for the 2017–2018 school year will need to have their application in by April 7, 2017. Information about schools that will have closed boundaries or specific closed grades will be posted by Feb. 1, 2017. Please refer to the [EIPS website](#) for information.
- Finance Minister Roundtable Discussion – Jessica Littlewood, the MLA for Fort Saskatchewan – Vegreville, hosted a roundtable discussion with the minister of finance in Vegreville today. Chair Boymook attended on behalf of the Board. The roundtable was part of the pre-budget consultations for the province’s Budget 2017.

Discussion and Questions:

- Jacquie Surgenor added that she had compiled parent feedback on the curriculum presentation and shared it with Annie McKittrick, the MLA for Sherwood Park, who promised to bring it forward to the Minister of Education.
- Superintendent Mark Liguori reported Stantec, the company hired by EIPS to conduct the public-engagement pieces for the new attendance boundary in the northeast quadrant of Sherwood Park, acquired the architect firm working on the new school in the Davidson Creek area in November.
- **Question:** When will phase 2 of the Davidson Creek boundary review process take place? **Answer:** It will depend upon the Education Committee’s review of the boundary survey results and whether those results align with Stantec’s proposed plans.

ATA Report: Presented by Lynn Johnston, president, Alberta Teachers' Association Local No. 28

Lynn Johnston gave the ATA Report. Highlights include:

- The North Central Teachers' Convention Association is hosting a parent night presentation, "Cybersecurity and the Next Generation," with tech expert Amber MacArthur on Feb. 9, 2017 at Festival Place. The Local purchased 25 of the \$10 tickets and offered them to all COSC members on a first-come, first-served basis. Jacquie Surgenor thanked the Local for the generous gift and for demonstrating its commitment to its relationship with COSC.

For Information

a) ASCA Conference AGM and Awards: Presented by Jacquie Surgenor, COSC chair

- The 2017 ASCA Conference takes place April 28-30, 2017 at the Delta Edmonton South in Edmonton.
- In conjunction with the conference, ASCA will present its awards of recognition in support of school council efforts in Alberta. There are three awards:
 1. The School Council Award of Merit recognizes effective school council practices that have an identifiable impact on supporting student learning and school improvement at the school level, the district level or the provincial level.
 2. The Excellence in Learning Partnerships Award recognizes partnerships that include the school council, and support parent and community involvement in education to benefit the community and enhance the learning experience of students.
 3. The School Council Parent of Distinction Award recognizes an individual who demonstrates the ability to promote parental engagement and involvement in the public education system.
- COSC members are encouraged to consider making nominations for these awards, which must be submitted to the ASCA office by February 28, 2017. More information on the awards will be included in the meeting followup email that Corrie Fletcher Naylor sends out.

b) Benchmarking Tools – Star and MIPI: Presented by Mark Liguori, EIPS Superintendent

Superintendent Liguori delivered a presentation regarding the Division's new benchmarking tools—Star 360 (reading) and MIPI (math). The overview included a discussion about what Star 360 and MIPI are, what the Division is doing with the information it collects from both and how parents can use the results to help their children. Highlights include:

- The tests are to be given a minimum of twice per year to students in grades 2-12 for Star and grades 2-10 for MIPI.
- The tools allow for more frequent standardized assessment of most grades (otherwise there are only PATs for grades 6 and 9 and Grade 12 Diploma Exams) to help measure the Division's progress towards its priority of "more students achieve a minimum of one year's growth in literacy and numeracy."
- There were some challenges because of technology issues and it being the first year the tools have been used.
- Students were tested in the fall with the exception of Grade 1 students, who will receive the Star test in February.
- Parents are cautioned to interpret the results as ONE assessment of skills at a particular moment in time and to compare it to their observations and other assessments before coming to conclusions.

Discussion and Questions:

- **Question:** Have teachers received the results? **Answer:** Yes, then they compare it to what they observe in class and other assessment tools to see if there's a correlation.
- **Question:** Can we get the results and how? **Answer:** Yes, for the MIPI. No, for the STAR—for this year—because of the challenges experienced. Parents can request results from teachers.
- **Question:** Is it solely up to parents to ask for the results—for example, have teachers been directed to share results with parents. **Answer:** Yes, it's up to parents to ask. Annette Hubick commented many parents may not be aware that the onus is on them to do so.
- **Question:** Will the results be used to determine report card marks? **Answer:** No.

New Business

AP 164, Nutrition: Presented by Tracy Muth, director of Inclusive Learning, EIPS

Jacque Surgenor reported she had compiled and submitted COSC member feedback to the administrative procedure. There were common concerns and questions from school councils, especially with regard to the administrative procedure's impact on hot lunch programs, school-spirit celebrations and birthday celebrations. Tracy Muth, along with Judy Newman, from Alberta Health Services, gave a presentation outlining the background and key elements of the EIPS nutrition administrative procedure. Key points:

- The administrative procedure was developed at the direction of Superintendent Liguori who was involved in the implementation of a nutrition policy in his previous role at Edmonton Public Schools.
- Other schools in Alberta school divisions with similar administrative procedures have been able to meet nutrition targets in their hot lunch programs and celebrations.
- EIPS is establishing a School Council Nutrition Committee to explore the common issues and develop recommendations of possible amendments to the administrative procedure. Several present COSC members volunteered to serve on this committee. Tracy Muth noted more volunteers are welcome. **Action:** Corrie Fletcher Naylor will include this information in the meeting followup email so absent COSC members will be aware of this opportunity. Tracy Muth will email volunteers with possible meeting dates in February.
- Judy Newman proposed a two-pronged approach to engaging hot lunch vendors:
 1. Vendor information night where the administrative procedure and expectations are shared with vendors.
 2. Vendor tasting event where school councils could sample vendor menus that comply with the nutrition administrative procedure.
 - COSC members responded favourably to this approach. Tracy Muth will add it to the list of items the School Council Nutrition Committee will address.

School Council Sharing

a) Results Review Experiences

COSC members who attended their school's results review were asked to share their takeaways.

- *Leah McBride:* gave her a greater understanding of using PAT predictors to interpret performance results.

- *Devon Marshall*: liked the group's composition, gaining ideas from other schools, getting to meet the trustees and that the meetings were well run and respectful.
- *Shanna Eveleigh*: Can find all the statistics overwhelming and got a better understanding about how they're used.
- *Annette Hubick*: was struck by how much change there has been in school leadership with several of the group's principals being in their first year at their schools and others not much longer. She appreciated the challenge these principals faced in delivering a review of a predecessor's results. She thought it would be interesting to attend next year's reviews to see the impact of the changes.
- *Jacque Surgenor*: attended two, one elementary and one junior high. On the latter, the issues and challenges surrounding digital citizenship were very prevalent.

b) Parent Engagement Framework

A few years ago, COSC members created a Parent Engagement Framework, which highlights why parent engagement matters, the various levels of parent engagement and how to determine the appropriate level to use. The document was part of the Division's 2012–2015 three-year plan and is still relevant. Other school council members can reference it if they have questions around community and parent engagement.

Discussion

- It was noted reducing the information down to a one-page document would be an excellent tool. **Action:** Jacque Surgenor, Robyn Michaelchuk and Annette Hubick will collaborate on this task.
- Several members expressed they felt uninformed when they took on school council leadership roles. A chair guide outlining key responsibilities and tips would be helpful in addition to the parent engagement document. Jacque Surgenor noted [ASCA's School Council Resource Manual](#) can be an excellent resource. **Action:** Jacque Surgenor volunteered to see what she could come up with.

On a **MOTION** by Lynn Coates the meeting was adjourned at 8:52 p.m.

The next COSC meeting is Wednesday, Feb. 1, 2017, at 7 p.m. The meeting is being held in the Boardroom at Central Office in Sherwood Park.