

Minutes for Elizabeth Barrett Regular School Council Meeting
Friday, February 26, 2016
School Stage: 9:00 am

Present:

Susan Lowry,
Heidi Rousseau
Rob Rousseau
Marcy Hallden
Tara Courte

Vanessa Vetterl
Sara Perrin
Becky Christie
Fiona Gilbert
Keltie Mandolakas

Lisa Preston
Susan Parker
Neil Comba
Leah Pearce

Regrets:

Shannon Stevenson

Suzanne Easton

1) Special presentations by:

- a) The EB LunchBox Talks club (sponsored by Mrs. Hammer) who explained what they do in their club; and
- b) Grade 4 representatives from each class who explained about their *Rockyview Geographic* (inquiry based learning project).

2) Approval of Agenda – addition re: special fundraising account (Christmas gift bag). Motion Made by Susan Lowry; Seconded by Lisa Preston

3) Approval of Minutes – Fiona indicated a change was required regarding Triple Bussing. Triple Bussing is not currently in use in Airdrie, but is being considered for Airdrie.
Motion to approve minutes with changes made by Susan Lowry, seconded by Tara Courte.

4) Trustee Report – Fiona Gilbert

- a) New Policy Handbook and Administrative Procedures
Over the past 18 months, the Board of Trustees has been reviewing its approach to policy governance. Working with a consultant from the Alberta School Board's Association, the

Board examined strengthening its governance role utilizing a Role Clarification and Accountability Model. This model clarifies the role of the Board and the role of Administration in making the will of the Board a reality. The majority of Alberta School Boards are currently using this approach to governance. At our Jan. 21, 2016, Board meeting, the Board moved to rescind all existing Policies and Procedures and adopt the new Rocky View School Division No. 41 Board Policy Handbook. We have gone from 120+ policies, to just 25. To complement the new policy handbook, a new Administrative Procedures Manual has been released as well, defining the role of administration in all operational matters including general administration, instruction programs and materials, students, personnel and employee relations, and business administration. Check out the new Board Policies and Administrative Procedures on our website.

b) LGBTQ Guidelines

In mid-January, the Ministry of Education released Guidelines for Best Practices: Creating Learning Environments that Respect Diverse Sexual Orientations, Gender Identities, and Gender Expressions. There has been a lot of media coverage around this document and a lot of opinions shared on FB and other social media platforms. There is a lot of misinformation and misrepresentation out there, and I hope that everyone takes the time to read the document remembering that they are guidelines only and not legislation. From a RVS perspective, they will have a minimal impact on how our schools operate as we already have an overarching policy on Respectful Learning and Working Environments (Policy 19) that covers all School Act and Human Rights requirements in providing a safe and respectful learning experience for all students, including those with diverse sexual orientations. In terms of best practices, RVS schools already work with students with diverse sexual orientations to ensure they are supported, including the identification of gender-

neutral, single stall washrooms and private change facilities, and the formation of Gay Straight Alliance clubs when requested. We will continue to support all students in our schools, respecting the rights of individuals while taking care to meet the needs of all.

c) Accountability Pillar Survey

We are heading into survey season! In it's annual check-up on the education system, Alberta Education is currently conducting it's Accountability Pillar Survey which provides an opportunity for the province and school jurisdictions to ensure students are equipped for success. The pillar uses surveys of students, parents, and teachers on various aspects of quality, student outcomes such as drop-out and high school completion rates, as well as provincial assessments of student learning. Parents/guardians of grade 4, 7 and 10 students will receive a survey from Alberta Education in the mail; in February, students in grades 4, 7 and 10 and all teachers will be completing their surveys online at school. I encourage you to complete it and mail it back to AB Ed - it takes less than 10 minutes to complete. Survey results will be available to school jurisdictions in May 2016, and will be reported publicly as part of 4-Year Education Plans and Annual Education Results Reports.

d) Excellence in Teaching Awards

Each year Albertans are provided an opportunity to recognize and celebrate the many contributions teachers and principals make to student learning through the Excellence in Teaching Awards program. I know we have many great teachers and educators in our schools so I encourage you to take the time to nominate one. For more information on how to nominate an outstanding teacher or administrator, head to Alberta Education's website, email edc.excellenceinteaching@gov.ab.ca, call 1-866-590-1660 (toll-free) Nominations are open until Mar. 4, 2016.

e) 2016/17 Budget

The Board of Trustees recognizes the challenging economic environment of the province and has identified the following key priorities to guide the 2016-17 budget process:

- Direct Classroom Instruction
- School-based Services for Inclusive Learning Environments
- Specialized and Wrap Around Services for Students with Complex and Emotional Needs
- Literacy & Numeracy and 21st Century Skills and Knowledge

We will continue to grow in numbers, which is good, but there are definitely challenges ahead. We continue to struggle with the lack of Transportation funding but are committed to finding as many efficiencies as possible in order to keep costs to families down. And, we are still waiting for guidelines from the Ministry in regards to school fees, but again, we are committed to keeping fees as low as possible.

f) Modular Approvals

As an acknowledgement of our growth, we recently received notification from the Province that our modular requests for 2016/17 have been approved. This means 8 new moduls for East Lake School in Chestermere, and the removal of 5 from Mitford with 2 going to Ralph McCall in Airdrie and 3 to Langdon School.

g) Alberta Schools Councils Association AGM

April 22-24 in Edmonton. Lots of parent PL and network opportunities. RVS annually pays membership fee for all schools so you are members of ASCA. Full conference costs \$340 or \$260 for day of PL sessions. Great opportunity for parents to become more knowledgeable in education issues at a provincial level and have a voice in ASCA policy direction and advocacy.

5) Administrator Update – Susan Parker and/or Neil Comba

- a) 15 Clubs a week continue.
- b) Each grade 4 class created their own magazine “RockyView Geographic” as the culmination of an inquiry based learning project.
- c) Pink Shirt Day – was Wednesday February 24. There was fabulous support shown by students, and great connections were made with Manachaban and Cochrane High.
- d) Looking forward to World Water Day on March 22
- e) Thank you to School Council for their work in getting Dr. Wayne Hammond to speak. The people in attendance represented many different schools in the area. About 100 individuals in all participated. The reaction around the event was positive and enthusiastic. Feedback was given suggesting another event in the future would be welcome.
- f) Trickster update: RVS and Trickster Director came out and spent a day doing technological support with teachers.

6) Reports from the Board

- a) Co-Chair – Tara Courte
 - i) Many thanks to the admin team for helping in many ways the enabled the presentation by Dr. Wayne Hammond to be a reality. Their support and hard work is appreciated.
 - ii) Thanks to the Grade 4 teachers for all their work with RockyView Geographic.
 - iii) Thanks to all the teachers who are spending their lunch time with students as they sponsor clubs.

- iv) We will express our gratitude to all the above in the March Newsletter as part of the School Council Update.
 - v) Need to determine the date for the April meeting. An afternoon was decided upon to enable parents of children in the pm Kindergarten to attend if they wish. The date will be Wednesday April 20, 2016, at 2 pm.
 - vi) Thursday, April 21, 2016 is the School Joint Council Board meeting in Airdrie. We have a goal of 2 representatives from EB attending.
- b) Treasurer Report – Susan Lowry (financial statements attached).
- i) An initial payment of \$2500 has been transferred for the deposit for Trickster Theatre. We still owe the school the \$10,000 for Trickster and Environmental Initiatives. This transfer is set to occur on March 4, 2016.
 - ii) We currently have ~\$13000 in net assets, some of which we could donate to the school for future endeavors. Neil spoke regarding thoughts for next year of working with Trickster using a focusing theme of Cochrane, as a whole community (i.e. How has Cochrane changed over time?), and presenting the performances to the larger community. The benefits of this focus include:
 - Many cross curricular connections can be made;
 - The opportunities for inquiry based learning within the context is vast; and
 - This will reinforce the connection to the community for students who are leaving the school.
 - iii) Susan is working with Jo-ann re: recycling account
- c) Healthy Lunch Program – Shannon Stephenson (Report via email)

- i) Everything is going well with the healthy lunch program. Planning is ongoing for the upcoming hot dog lunch at the Right to Play day. (Susan and Neil confirmed the date for the Right to Play day as Monday, June 27, 2016.)
 - ii) Shannon will be retiring from her role as school lunch co-ordinator next year, and she is looking for a replacement. If anyone has questions about the position she would be happy to answer them. Shannon can be contacted via her email (shannonrae@shaw.ca) with any questions (note: AGM will be May 18, 2016, 6:30).
- d) Volunteer/Social Committee – Lisa Harbinson &/or Keltie Mandolokas
- i) The Right to Play Day with Hot Dog lunch is set to take place Monday, June 27, in the morning. Volunteers will be needed.
 - ii) Library volunteers continue to help, and the coordinators are working to fill any last minute vacancies as needed.
 - iii) The Staff Appreciation Dinner on February 13 had a wonderful array of delicious food for the staff.
 - iv) An upcoming need will be for the class photo day, which is set to be March 3. One volunteer is needed to assist the photographer.

7) Old Business

- a) Wrapping up - Presentation by Dr. Wayne Hammond (please see bullets 5e and 6a).

8) New Business

- a) As we get closer to the AGM (May 18, 2016) we want to find a way to formalize the classroom representatives to help with conveying information to all parents.

9) Next Meeting, Wednesday, March 16, 6:30 pm, School Library.

Special Note: The Fundraising Committee will meet on Wednesday, March 2 @ 6:30 in the library. We are asking classrooms reps from school council to extend an invitation to all parents to attend and help with the organizing of this large event, and to ask teachers to put in agendas. A decision was made to have grade representatives at the meeting to help contact all classes across a grade.

10:34 am Motion to Adjourn – motion made by Susan Lowry

Elizabeth Barrett School Council
July 1, 2015 - June 30, 2016

Financial Reports

| INCOME STATEMENT (to January 31, 2016) | | | |
|--|---------------------|--------------------|---------------------------|
| INCOME | Healthy Lunch Sales | | \$23,589.75 |
| | Sponsors | | <u>\$0.00</u> |
| | | | \$23,589.75 |
| EXPENSE | Lunch Vendors | \$11,636.45 | |
| | Events | \$0.00 | |
| | Admin | \$0.00 | |
| | Gift | <u>\$0.00</u> | |
| | | \$11,636.45 | |
| NET INCOME (LOSS) | | | <u>\$11,953.30</u> |

| SCHOOL CASH ONLINE (to January 31, 2016) | | | |
|--|-------------------|-------------------|---------------------------|
| Previous Bank Balance forward | | | \$9,413.57 |
| Paid into School Cash Account | \$23,589.75 | | |
| ATB bank balance transfer | <u>\$4,142.40</u> | | |
| Paid from School Cash Account | | \$11,636.45 | |
| Payments relating to prior periods | | <u>\$2,500.00</u> | |
| Ending Balance in SCO Account | | | <u>\$23,009.27</u> |

| BALANCE SHEET (at January 31, 2016) | | | |
|-------------------------------------|-------------------------|--------------------|--------------------|
| ASSET | Cash - SchoolCashOnline | <u>\$23,009.27</u> | \$23,009.27 |
| | | | |
| LIABILITY | Outstanding Accounts | <u>\$10,000.00</u> | \$10,000.00 |
| | | | |
| NET CURRENT ASSETS | | | \$13,009.27 |

Elizabeth Barrett School Council
July 1, 2015 - June 30, 2016

Cash Receipts Journal - School Cash Online Report

Opening Balance 9413.57

| Date | Description | Lunch Sales | Sponsors | Vendors | Funds | Admission | Gifts | Prior Year Clearing | NET Funds |
|------------|---|--------------------|---------------|--------------------|---------------|-----------|------------|---------------------|--|
| 2015-09-30 | SCO Report entries - Sales, ATB 2014-15 balance transfer | \$3,131.25 | | \$0.00 | \$0.00 | | | | \$7,273.65 |
| 2015-10-31 | SCO Report entries- Sales, 5 Vendors | \$5,476.50 | | \$3,090.91 | | | | \$4,142.40 | \$2,385.59 |
| 2015-11-30 | SCO Report entries- Sales, 4 Vendors | \$5,995.25 | | \$2,330.45 | | | | | \$3,664.80 |
| 2015-12-31 | SCO Report entries - Sales, 5 Vendors | \$2,016.00 | | \$3,471.12 | | | | | -\$1,455.12 |
| 2016-01-31 | SCO Report entries - Sales, 4 Vendors | \$6,970.75 | | \$2,743.97 | | | \$2,500.00 | | \$1,726.78 |
| 2016-02-28 | SCO Report entries - Sales, 3 Vendors | \$0.00 | | \$0.00 | | | | | \$0.00 |
| 2016-03-31 | SCO Report entries - Sales, 3 Vendors | \$0.00 | | \$0.00 | | | | | \$0.00 |
| 2016-04-03 | SCO Report entries - Sales, 3 Vendors | \$0.00 | | \$0.00 | | | | | \$0.00 |
| 2016-05-31 | SCO Report entries - Sales, 3 Vendors | \$0.00 | | \$0.00 | | | | | \$0.00 |
| 2016-06-22 | SCO Report to June xnd - Sales, 3 Vendors & Right2Play supplies | \$0.00 | | \$0.00 | \$0.00 | | \$0.00 | | \$0.00 |
| | | | | | | | | | |
| | ACCOUNTS TOTALS | \$23,589.75 | \$0.00 | \$11,636.45 | \$0.00 | | | | \$13,595.70 |

Closing Balance 23009.27