

Minutes for Elizabeth Barrett School Council

Wednesday, September 20, 2017
School Learning Commons; 6:30 pm

1) Attendance

Renata L.
Vanessa V.
Brianna L.
Sara Perrin (Chairing)
Leah P.
Tara H.
Veronica Hooper

Susan Parker
Fiona Gilbert
Jennifer Rennie.
Susan Lowry
Amanda S.
Candace Z.
Lisa Preston (secretary)

Regrets: Kiltie W. & Kristy W.

2) Approval of Agenda motion: Motion made by Leah P., Seconded by Vanessa V.

3) Approval of Minutes from May 17, 2017; Motion made by Susan Lowry; seconded by Leah P.

4) Review Strategies to help streamline meeting.

- a) Question/Suggestion Box (for anonymous questions). This has morphed into an envelope on the new EBSC and EBFA bulletin board.

Action Item: *All Board members are asked to go to the school to have their photo taken by Mme Seguin to be posted on the EBSC bulletin board, located near the front entry of the school.*

- b) Parking Lot (for questions that come up mid-discussion that take us off task)

5) Trustee Report – Fiona Gilbert

- a) There are now 50 schools in RVSD, awaiting Fireside to open The Fireside staff and students are currently housed at Mitford. The move is planned for after Remembrance Day long weekend.
- b) Lots of ongoing work at schools over the summer, although some projects were delayed due to flood at Meadowbrook school in Airdrie that took precedence to remediate.
- c) Sept 30 is the cutoff date for enrollment numbers for the year... RVS is growing, but final numbers are not in yet. EB is currently at 577, was 619 last year.

- d) School fees and transportation fees. Over the summer, the transportation fees set by RVS at \$325 was not approved by minister, who indicated bus fees needed to be capped at \$280. Bus cost will incur a ~\$1,000,000 deficit when costs of staff, fuel, etc are accounted for. RVS chooses to bus students from >1.5 km, instead of the legislated 2.4 km, considering the little legs of the younger students. Adjustments to the regulations for Bill 1's regulations are expecting over the next year.
 - e) School Act: Expecting amendments to the school act to be presented at the legislature in the fall, as opposed to whole new legislation. Issues include:
 - i) age of access (21 proposed as the maximum age of access, versus current maximum age of 19),
 - ii) age for kindergarten access,
 - iii) school fees - what is ok to charge a fee for and what is not.
 - iv) Transportation fees and the walk limit for funding bussing,
 - v) education service agreements with First Nations and Metis communities.
 - f) RVS created a new policy 10 – "Policy Making".
 - g) School Board Elections – nomination day was Monday Sept 18th. There are 13 school board nominees for 6 wards. Three wards were acclaimed: Fiona Gilbert among them, so elections will take place in 3 wards (Airdrie: 3 positions, 5 candidates; rural Cochrane and Bearspaw – 1 candidate; and the city of Chestermere – 1 candidate). The new board will be sworn in 24th of October. Rural Cochrane candidates will have forums.
 - h) Sad news: Helen Cleese (RVS Board Member) passed away (ward 4- Bragg Creek plus), suddenly in July.
- 6) Administrator Update – Susan Parker and Veronica Hooper
- a) Great start up! Welcome to Veronica Hooper, AP
 - b) Mind-Up is beginning. Mind up is based on Mindfulness, which is defined as acting with intention that is beneficial to you and others. The benefits of increasing mindfulness in the school will flow to both staff and students.
- Mind-up is a program based on brain research that helps kids learn about social-emotional regulation. Mind-up dovetails with the emotional zones of regulations that EB has been working with in the past. Mind-up was brought forward by Chris Pawluk, psychologist with RVS.

- c) Classes at Elizabeth Barrett vary in size from 17 (in Kindergarten) to much larger in grade 4. The larger classes will have literacy support to help compensate for larger size.
- d) The welcome back assembly was run by students! Grade 5s have many different leadership roles in the school including assembly leaders.
- e) Hallway communities are grouped this year by ages, to help fit with the different levels of Mind-up that will be incorporated into the school year.
- f) Elizabeth Barrett welcomes a new learning commons facilitator, Manju Naidu. Volunteers are needed to assist in the learning commons.
- g) A question was raised regarding Criminal Record Checks (CRC). In RVS your CRC is valid for 5 years, but each year parent volunteers will need to sign an affidavit indicating they have not been charged or convicted of criminal activity.
- h) Our new Assistant Principal, Veronica Hooper had felt welcomed into the Elizabeth Barrett community! She has observed an awareness that learning is a journey in both staff and students. The staff has positively embraced the Mind up program, as kits were distributed to staff. Veronica is looking forward to getting to know the community of Cochrane. Welcome Veronica from the EB school council! We look forward to getting to know you better.
- i) Yesterday Susan Parker and Veronica Hooper presented to the RVS Education office regarding the success of the Response to Intervention (RTI) program in Elizabeth Barrett last year.

7) Elections:

- a) Co-chairs.)
 - i) Lisa Preston
 - ii) Susan Lowery
- b) Treasurer: Jennifer Rennie
- c) Secretary – **open**
- d) Volunteer Co-ordinator - **open**

Above positions were acclaimed.

Thanks to Sara Perrin for getting the year started as chair. Sara is transitioning into the role of President on the EB fundraising association.

Thanks to Leah P. for acting as Volunteer Co-ordinator during the crucial time while school starts up. Candace Z. is considering taking on the role, and will shadow Leah for a month before deciding.

Renata L. is considering taking on the role of Secretary, and will shadow Lisa Preston during this month.

8) Updates from

a) Co-chairs –

- i) Nothing new to report at this time.
- ii) Last year was highlighted at the AGM, some highlights from last year included welcoming the Preschool Intervention Program (PIP) to Elizabeth Barrett, and the transition of some of the French Immersion Students from Elizabeth Barrett to Glenbow schools.

b) Treasurer – see following financial statement...

Elizabeth Barrett School Council
July 1, 2016 - June 30, 2017

Financial Reports

| INCOME STATEMENT (to June 30, 2017) | | | |
|-------------------------------------|---------------------|--------------------|--------------------|
| INCOME | Healthy Lunch Sales | | \$23,091.50 |
| | Sponsors | | \$0.00 |
| | | | <u>\$23,091.50</u> |
| EXPENSE | Lunch Vendors | \$19,358.02 | |
| | Events | \$541.45 | |
| | Admin | \$0.00 | |
| | Gift | \$0.00 | |
| | | <u>\$19,899.47</u> | |
| NET INCOME (LOSS) | | | <u>\$3,192.03</u> |

| SCHOOL CASH ONLINE (to June 30, 2017) | | | |
|--|--|--|--------------------|
| Previous Bank Balance forward | | | \$18,471.02 |
| Paid into School Cash Account | | | \$23,091.50 |
| Paid from School Cash Account- expenses | | | \$19,899.47 |
| Paid from School Cash Account- transferred to EB | | | \$7,352.00 |
| Paid from School Cash Account- transferred to EB re: prior periods | | | <u>\$4,064.00</u> |
| Ending Balance in SCO Account | | | <u>\$10,247.05</u> |

| BALANCE SHEET (at June 30, 2017) | | | |
|----------------------------------|-------------------------------------|--------------------|-------------|
| ASSET | Cash - SchoolCashOnline | <u>\$10,247.05</u> | \$10,247.05 |
| | | | |
| LIABILITY | Outstanding Accounts- due to School | <u>\$5,002.40</u> | \$5,002.40 |
| | | | |
| NET CURRENT ASSETS | | | \$5,244.65 |

- i) Last year's hot lunch profit was ~\$3000, which is significantly lower than the previous year's profit of \$13000. This is likely indicative of the difference in the provincial economy between the 2 years. The council currently has net assets of ~ \$5000, which does not include unpaid funds that have been previously pledged to the school.
- c) Healthy Lunch Program – report from Kristy W.

Hot lunches will start in October. The lunches for October - December will be the same as last year. Pizza, subway, BPs. For January-June I will be looking at Mucho Burrito and Panago. The switch to panago may allow for more students to take part in or lunches - ie. gluten free and dairy free.

The only challenge for this year is that the lunch hours for students are split, so we may have to have 2 sets of volunteers on days where food cannot be held in a proper delivery bag.

- d) Volunteer/Social Committee - Leah P, acting co-ordinator.

- i) Thanks to volunteers who did photo day on Sept 18.
- ii) Looking for volunteers for staff appreciation dinner, Oct 4/5 and book fair (cashiers 2-6 volunteers, 4:30-7:30).
- iii) Thanks to the "ice providers" who have stocked the fridge with ice cubes in baggies for school start-up. A compact ice-maker is \$150... can we buy one for the school?

Sara: Moves that school council purchases an ice maker for the school (less than \$200). Seconded by Lisa Preston. Motion approved.

Action Item: Leah P to purchase a compact icemaker and bring to school.

- iv) Recycling: electronic sign-up sheet for recycling volunteers is going out September 21.
- v) Literacy program: Volunteers will be connected to Mme. Cherie McCurdy or Ms. Sasha Mahan.
- vi) The Hot Lunch co-ordinator (Kristi W) will get the contact information from individuals who indicated on the school start up package that they wished to help with hot lunches.
- vii) Volunteer form – Leah P is making an electronic version of the form for future use.
- viii) Thanks to all the people who helped make muffin morning a success!

e) Secretary – Lisa Preston

- i) Request permission to share emails amongst other school council attendees.

9) Old Business

a) Meeting dates for 2017-2018 (as per the May 2017 meeting) --posted on the EB school calendar and website.

- October 18: Jeff Couillard to speak
- November 15: Singers from EB
- January 17
- February 28 (morning meeting);
- March 21
- April 18 (afternoon meeting)
- May 16 (AGM and School Education Plan)

b) Planning for Jeff Couillard, speaking re: Mind-Up at School Council in October:

i) Advertising:

(1) Susan Parker to do a voice fan out,

(2) class rep fan out

(3) School Newsletter

Action Item: Lisa Preston to write announcement for inclusion in school council section of next school newsletter.

- ii) Details re: presentation. Jeff will be asked to present for 30 minutes. The meeting will start at 6:30. Susan Parker will graciously co-ordinate with Jeff. Babysitting will be provided again.

c) Debrief and Thank you card for Jeff for speaking at Muffing Morning:

- i) About 45 people were actively involved in listening to Jeff speak for 15 minutes at Muffin Morning. Most of the feedback we heard was positive, but some negative feedback was expressed around the interruption to time for social connecting.

d) EBSC magnets/sticky-notes – Thank you Susan Lowry for getting some EBSC sticky-notes made.

10) New Business

- a) ASCA provides support to school councils in many forms. See information following minutes.
- b) Invitation from the Minister of Education, Dave Eggen to meet with school councils
 - i) Consider inviting Dave Eggen to visit EB. Would be wise to collaborate with other School Councils in the area.

Action Item: *Fiona to suggest to other schools if they are interested to invite Dave Eggen to the Cochrane Area.*

11)Next Meeting: 6:30 pm Oct. 18, 2017 Learning Commons.

12)Parking Lot:

- a) Class reps – disseminating info – emails from school council: Not enough volunteers for each class, but if we could co-ordinate communication from a representative at each grade level that would work.
- b) How to plan muffin morning for next year? A speaker or note? Perhaps a speaker in a separate room.

13)Motion to adjourn: 7:59 pm (motion by Susan Lowry)

14)Announcements:

- a) Elizabeth Barret Fundraising Association held a brief meeting after the Council meeting adjourned. Sara Perrin was elected President, Susan Lowry was elected Treasurer, and Leah P was elected Vice President. Two individuals had indicated consent to be elected as members at large, but were unable to be elected in their absence. **More individuals are needed to help with this not-for-profit that exists to benefit our kids.** Positions that are open include secretary and member-at-large (3 positions total).

School Council RESOURCES

The [School Council Resource Guide](#) is a digital handbook for everything related to school council.

Improved access to information for school councils, our new website features a searchable [resources](#) section, [Ministry initiatives](#), [agenda topics](#) for discussion, calendar of events, social media links and more!

The 2018 School Councils Conference and Annual General Meeting (AGM) will be held April 20 - 22 at the Delta Edmonton South.

Submit an issue for change in education from your school council for member consideration at the 2018 AGM. Download the [Call for Issue Resolutions 2018 Form](#)

School Board Trustee Elections

As part of the municipal general elections on October 16, 2017, Albertans vote for their school board trustees. ***The school board is made up of trustees elected every four years from wards (at large) in the jurisdiction.***

[Learn More](#)

To ensure our records are up to date, please submit a [Current year School Council Contact Information form](#)



Awards of Recognition

Alberta School Councils' Association is proud to present awards of recognition in support of school council efforts in Alberta.

[Learn More](#)

School Council Engagement Task Force

Opportunity to participate in an advisory capacity to the Board of Directors is [requested of ASCA member school councils](#) by **September 30th** for the 2017-18 school year.

Guide to reconciliation for non-Indigenous Canadians

[150 Acts of Reconciliation for Canada's 150](#)

A special list for Canada 150 — of reconciliation acts any Canadian can do if they are ready to rethink their views about their Indigenous peers.

[ASCA Brochure](#)

[Annual Report](#)

[Workshops](#)