

## **Minutes for Elizabeth Barrett School Council AGM**

Wednesday, May 15, 2019 at 6:30pm

School Learning Commons:

### 1) Attendance:

Amanda .S.,  
Lisa Preston (Co-chair),  
Susan Flynn Lowry (Co-chair),  
Bri .L.,  
Sue .S.P.,  
Melinda .V.,  
Michelle Balmer (Treasurer),  
Fiona Gilbert,  
Jen .R.,  
Gerry Gaudet

### Regrets:

Renata Lambden,  
Hugh .M.,  
Heather .D.

Meeting called to order at 6:33pm

- 2) Approval of agenda – Lisa .P. motioned to accept the agenda, Michelle .B. seconded, motion carried
- 3) Approval of Meeting Minutes from 2018 EBSC AGM on May 16, 2018 – Lisa .P. motioned to approved, Heather .D. seconded, motion carried
- 4) 2019-2020 Year End Reports from Council Officers and Committee Co-ordinators:

A. Co-Chair (Lisa Preston and Susan Flynn Lowry)

### Message from School Council Chair

As this will be our last year on EB Council for both co-chairs, we would like to note that the co-chairs are extremely grateful for the learning we have done, the ideas we have been inspired by, and the relationships we have forged during our time on the EBSC.

## Recent Achievements

In September, School Council set the following Goals for the 2018-2019 school year. Our achievement for each goal follow the goal in italics.

✓ \_To host a speaker relevant to parental concerns (at least one session, perhaps two). *We welcomed Jeff Couillard and Kelly Gramlich in October, where they spoke about Conflict and Problem Solving with your children.*

✓ \_To continue to offer hot lunches as a service to EB families *Many thanks to Kristy Wowryk who took this on so beautifully, despite having a busy schedule. Many students ordered throughout the year. Net proceeds will be gifted to the school in order to help fund a variety of initiatives.*

✓ \_To provide volunteers for the learning commons, photo days, literacy tutors, staff appreciation dinners, for the Right to Play day and support other areas of learning as needed. *Many thanks to Heather Derksen, who was super organized and so polite as she begged for more hands to come help.*

✓ \_To host a Hot Dog Lunch on Right to Play Day. *With the help of Heather Derksen, our volunteer coordinator, and several other volunteers, we prepared*

*a hot dog lunch for every student, teacher and volunteer present at Elizabeth Barrett.*

✓ \_To vote on advocacy issues at the ASCA AGM. *We voted and had 3 of our Executive Members attended the Alberta School Councils Association Conference & AGM in Edmonton on April 26-28, 2019. The sessions were incredibly diverse, addressing issues such as inclusion in the second language classroom, supporting those who support our kids (aka teachers and support staff), communication in the digital age and ideas for alternative funding models in our provincial education system.*

✓ \_To assist in educating parents about Real Time Reporting and My Blueprint for parents. *We discussed Real Time Reporting at meetings, and hope these conversations helped RVS to decide to create a parent survey regarding the RTR and my Blueprint experiences.*

✓ \_Send representatives to the RVS Joint Board/School Council meetings in November and April. *We had council members participate at both meetings.*

In addition to the above goals, EBSC accomplished a few other, non-goal items. For example, we hosted our annual “Muffin Morning” where we welcome new families to our school and renew friendships with returning families. School Council members and EB administration entertained with coffee, juice, muffins and fruit.

School Council was fortunate to have Fiona Gilbert, our Rocky View Schools Trustee participate in many of our meetings. Fiona kept us informed of activities at the Board level, and gave us opportunities to inform the board’s decision making. For example, Rocky View Schools was in the process of setting its strategic direction for 2019-2023, our school council gave feedback at meetings, and also had a representative participate on the Superintendent’s Working Committee for 2023 by Design.

The Canadian Parents for French membership that EBSC purchased last year was put into effect this year, with resources becoming available to EB staff.

### Challenges

One of the challenges that school council faced this year was the changing school administration. We marvelled at how the staff came together to support Veronica Hooper and her family as she took a leave of absence during her daughter’s cancer treatment, and were delighted to have Maxine Wilton join us as Acting Assistant Principal. We were also surprised by Susan Parker’s decision to retire in February and are excited to work with EB’s new Principal, Gerry Gaudet.

### B. Treasurer (Michelle Balmer)

At last year’s AGM there was a draft statement. We will be approving the 2017-2018 financial statement and the 2018-2019 is approved at next year’s AGM. Looking at the 2017/18 numbers, Michelle B. mentioned we’ve taken in a little over \$25,000 sales and \$21,000 spent on paying the vendors with the rest spent on events of \$1100. Left with a net income just shy of \$3000. Bank account is left with \$9200 of which \$5000 was gifted back to the school and \$1000 the year before.

Note: See attached Appendix A

C. Secretary (Renata Lambden)

All 2018-2019 meeting minutes have been uploaded to the EB website.  
All minutes that have been approved have been posted.

D. Hot Lunch Coordinator (Kristi .W.)

No update

E. Volunteer Coordinator (Heather .D.)

Over the course of the year, Elizabeth Barrett School engaged over 251 volunteers in a number of volunteer supported school activities including:

- School Photo Days (3-4 per year)
- Staff Appreciation Dinners (2 per year)
- Library Help (year round)
- Recycling
- Healthy Lunch (year round)
- Ice Baggie Making (year round)
- Literacy Program (year round)
- St. Paddy's Day Dance
- Right to Play Day & Hot Dog Day
- Community Garden

This number does not include classroom volunteers, Fundraising Association

volunteers or any other volunteers that were arranged thru the office or with teachers directly.

Disclosure – people are being counted more than once if they volunteered for

more than one activity (which they definitely did!)

Elizabeth Barrett has a fantastic school community and a supportive and

engaged group of parents. It was a pleasure to work with all of them this year.

- 5) Questions from the Floor - Jen .R. asked that there appears to be \$6000 for the school, wondered if admin. has things planned for this money; more than likely books and playground equipment to use during recess.
- 6) Motion to accept reports. Susan F.L. moves to accept the year end reports, Bri .L. seconds, motion carried.

## 7) Election of School Council Executive 2019-2020

Lisa P. nominates Michelle .B. and Heather .D. for Co-Chair. Time commitment is 10-15 hours a month shared between the 2 Co-Chairs with the meeting. Could table the election of a Treasurer until September or make proposals to the by-laws to better suit the role. Some Councils have merged the Secretary/Treasurer role, except at the end of the year where you are facilitating more of a conversation with Administration. Will table the voting of the Treasurer until September 2019.

- a) Co- Chair - Michelle .B.
- b) Co- Chair - Heather .D.
- c) Treasurer – tabled
- d) Secretary - Renata .L.

All in favour of approving the above mentioned in their respective roles. No objections. Carried by all.

Follow up with Susan F. L. to deal with changes to the bylaws for Treasurer.

## 8) Appointed Roles

- a) Volunteer Coordinator - Heather D. is moving on. September is definitely the busiest month, aside from that it's about 3 emails a month. June a little busier with Hot Dog day. Tabled until September.
- b) Hot Lunch Coordinator - Kristi .W. can stay on for the beginning of the year and can help out with training the new individual. Tabled until September.

## 9) Administration Update – Gerry Gaudet

Space in RVSD with 39 portables requested and giving only 7. It appears that EB may be getting theirs before the end of the year. If so, 2 classes would be affected and they would move into the maker space if it happens before the end of the year.

A new Assistant Principal is starting in September - Elisa Korver.

Still in the midst of class configurations, class assignments so unsure what these will look like yet. Would prefer to have straight grade classes but numbers will determine.

School Education Plan format has changed so schools provided with a playbook and first year of a new 4-year plan process to do a deeper scan of strategies at the school level.

Spent a few minutes brainstorming in groups of what is going well, what could be improved and what could be done better for the future.

Going well: transitions in leadership, great parent community, involved Council, good programs for clubs, learning commons at lunch, FI, short Fridays

Areas of improvement: RTR communication, IPP process needs to be more uniform, more supervision on the playground, facilitating more community between parents.

Future: Training on RTR, less English in FI, continue to engage parents.

Susan FL took over taking minutes:

Training parents on how to do “the new division” HD

Gerry would like to see more general events for parents in the evenings (i.e. literacy, numeracy)

Some parents would like to see more things like “celebration of learning”

JR asked why we don’t have parent teacher conferences vs student led conferences? Student Led Conferences sometimes don’t seem to support kids understanding what their goals are/could/should be. Discussion ensued about what is age/developmentally appropriate.

10) Discussion re: changes in process as to how EBSC transfers money for use in school.

11) Trustee Update – Fiona Gilbert (submitted separately)

## **Elizabeth Barrett School Council**

### **Trustee Report**

**May 15, 2019**

### **Provincial Government**

Alberta has a new government since the last time we met, and as a Board we are anxious to get down to work with our newly elected MLAs and newly appointed Minister of Education. UCP education election platform included a review of the new curriculum, a review of funding, as well as a return to the Education Act that was ready to go in 2015 but never fully proclaimed (i.e. put into law). There will be a throne speech later this month where we anticipate learning about government plans for education moving forward. We do not

anticipate a provincial budget until the Fall which makes it a little difficult to approve a divisional budget which we have to do by the end of June.

### **2020 – 2023 Three Year Capital Plan**

Rocky View Schools' (RVS) Board of Trustees voted April 4, 2019, to approve the jurisdiction's 2020-2023 Three Year Capital Plan, which emphasizes an immediate need for new facilities in the municipalities of Langdon, Airdrie and Cochrane and an emergent need for facilities in Chestermere, Springbank and Crossfield. As outlined in the plan, the jurisdiction is requesting 13 new facilities and one addition over the next three years. Priorities for the 2020 budget year are:

1. New Langdon Middle/High School
2. Addition to Bow Valley High School
3. New Airdrie K – Gr. 9
4. New Airdrie K – Gr. 9
5. A new Cochrane K – Gr. 5

### **Board Operations and Trustee Compensation and Development**

Following a review of Board Policy 7 – Board Operations, RVS' Board Policy Committee restructured the policy into two separate policies. In addition to becoming its own policy, Policy 27 reflects revised honoraria rates, reflecting federal tax law changes enacted in January 2019. Policy 7 also saw a major reorganization of items, although the components remained the same.

### **Community Use of School Facilities and Equipment**

On May 2, trustees approved revisions to Board Policy 22, which provides guidelines around community use of RVS facilities. Effective Sept. 1, 2019, community groups will now fall into one of three categories (registered, private and profit-making) with priority given to youth activities. The policy also now states that RVS' Board of Trustees is required to approve the fee schedule on an annual basis. The approved fee schedule for 2019/2020, eliminates past practice of providing up to 12 free rentals to specific community groups and rate increases to reflect increasing hard costs incurred by RVS mostly due to increases in staff costs.

## **Changes to Transportation Policy, services and fees**

Anticipating a zero percent increase to transportation grant revenues, coupled with the continued escalation of costs, the Board of Trustees approved to adjust transportation service levels and increase fees. Effective September 2019, families accessing RVS' transportation services will see:

- A five percent increase to fees for resident students who reside within 2.4 km of their school and/or attend a program of choice, raising fees per student from \$294 to \$308;
- A new fee of \$157 for resident students requiring an additional stop location in the a.m., p.m. or both;
- An increase for non-resident students accessing a school bus inside RVS' boundaries, raising fees per student from \$472 to \$625;
- An increase for non-resident students accessing a school bus outside RVS' boundaries, raising fees per student from \$1050 to \$1,250; and
- Removal of the family maximum, with the first two children in a family paying \$308 each and all additional children paying \$154 each

Also, students will no longer be able to accompany a friend to his or her house, unless it's their normal bus route, and Gr. 5 – 12 urban students will no longer be permitted to catch any bus to their desired location within the municipality. This will allow RVS Transportation to maximize the spaces on each bus.

## **Airdrie Student Accommodation**

Significant growth in Airdrie communities south of Yankee Valley Boulevard and east of the Queen Elizabeth II Highway, coupled with no new capital approvals and a delay in the opening of Northcott Prairie School, called for a review of RVS' attendance areas and grade configurations for schools in the East Airdrie and the community of Hillcrest. After public consultation, the Board approved changes to the grade configurations of RJ Hawkey, Heloise Lorimer and Meadowbrook schools, as well as a temporary accommodation plan for students designated to attend Northcott Prairie. These new grade configurations reflect feedback heard during the public consultation to have RVS' youngest students served in their community and to allow peer groups to move together.



## **Chestermere student Accommodation**

Rocky View Schools' (RVS) Board of Trustees voted May 2, 2019, to change the grade configurations of four schools serving K – Gr. 9 students in Chestermere. These changes reflect the desire of parents to ensure RVS' youngest students are served in their community and that peer groups move together.

## **Cochrane Student Accommodation**

Like the communities of Airdrie and Chestermere, the student population continues to grow in Cochrane and with a lack of capital announcements and modular approvals, schools in Cochrane continue to feel the pressures of space. While details and timelines are yet to be confirmed, RVS anticipates that a public consultation will be needed soon (likely Fall 2019) to gather feedback on how best to accommodate students within our current facilities.

## **Survey Season**

It's survey season at RVS. Please take the time to complete the RVS Satisfaction Survey as well as provide feedback on change to bell times to accommodate mandated lunch breaks for all staff.

## **Upcoming Board Work Plan Items**

May and June will see the Board continuing its Advocacy work by reaching out to the new Government and local MLAs in support of public education and RVS students. As planning continues for next year, the Board will be considering and deliberating on Instructional Resource Fees, School Calendar exceptions for 2019/2020, Division Budget 2019/2020, as well as the 2020/2021 School Calendar. To stay up to date on deliberations and decisions of the Board, you can subscribe to "Board Highlights" at <http://trustees.rockyview.ab.ca/subscription-services> to receive timely information on Board matters

12) Bike Safety discussion- parents are increasingly concerned with kids' understanding of rules of the road as there are increasing issues with cyclist vehicle incidents. We have an RCMP parent at EB so we are hoping we could capitalize on this relationship to help organize bike safety. We can book the parking lot.

13) Proposed Dates for EBSC Meetings 2019-2020

- September 18, 2019
- October 16, 2019
- November 20, 2019
- January 15, 2020
- February 12, 2020 (note: Family Day/ Teachers' Convention Break is on the 3rd Wednesday)
- March 18, 2020
- April 22, 2020 (note: 4th Wednesday due to Easter Break)

#### 14) Announcements

- EBSFA AGM May 28 7:30pm
- May 30 afternoon Volunteer Tea
- Wine-d up to be rescheduled

#### 15) Adjournment at 8:28pm

#### Appendix A

Elizabeth Barrett School Council  
July 1, 2017 - June 30, 2018

Financial Reports

INCOME STATEMENT (to June 30, 2018)			
INCOME	Healthy Lunch Sales		\$25,061.00
	Sponsors		\$0.00
			<u>\$25,061.00</u>
EXPENSE	Lunch Vendors	\$20,852.35	
	Events	\$1,190.75	
	Admin	\$60.00	
	Gift	\$0.00	
		<u>\$22,103.10</u>	
NET INCOME (LOSS)			<u>\$2,957.90</u>

  

SCHOOL CASH ONLINE (to June 30, 2018)			
Previous Bank Balance forward			\$10,247.05
Paid into School Cash Account	\$25,061.00		
Paid from School Cash Account- expenses	\$22,103.10		
Paid from School Cash Account- transferred to EB	\$4,000.00		
Paid from School Cash Account- transferred to EB re: prior periods			
Ending Balance in SCO Account			<u>\$9,204.95</u>

  

BALANCE SHEET (at June 30, 2018)			
ASSET	Cash - SchoolCashOnline	<u>\$9,204.95</u>	\$9,204.95
LIABILITY	Amounts pledged to School (2017-18)	<u>\$5,000.00</u>	\$6,002.40
	Amounts pledged to School (2016-17)	<u>\$1,002.40</u>	
NET CURRENT ASSETS			\$3,202.55