**Meeting Minutes**

Davidson Creek Elementary School Council

**January 14, 2019 6:00pm**

**Board Members**

Melissa Presse, Chair | Ashley MacInnis, Vice Chair | Karli Butler, Secretary

|Stephanie Peterson, Communications

**Meeting Minutes – IN DRAFT until approved at March 2020’s Meeting**

The Chair welcomed attendees and guests and gave a Treaty 6 Acknowledgment

Attendance:

Exec Committee: Melissa Presse, Chair, Karli Butler, Secretary, Stephanie Peterson, Communications

Absent: Ashley MacInnis, Vice Chair

DCE Staff: Kaye Schindeler, Principal, Murray Howell, Assistant Principal, Marlis Marler, Assistant Principal/Counselor, Jillian McIntosh Teacher, Mandy Kellough, Teacher

13 Parents in attendance.

The Chair asked for changes in the Agenda – None were requested and agenda passed

* Motion was carried by: Erin Wildebore
* Seconded by: Crystal Walds

The Chair asked for approval of minutes of November 19, 2019

* Motion was carried by: Courtney Mallon
* Seconded by: Erin Wildebore

Kaye Schindeler, School Fees

At January’s SC meeting Kaye S. explained EIPS policy dictates school fees for the upcoming year be presented for comment and review by parents, regardless of changes, or no changes.

The school leadership team presented a DRAFT survey that will be circulated to all parents about the 2020-2021 school year fees and which will provide parents the opportunity to review and comment on the upcoming year. A set of draft survey questions was presented at the SC meeting for review and comment by the parents attending.

A general discussion of the proposed DRAFT survey questions is captured in the following minutes, but it was noted by Kaye S. that the survey would be finalized and sent to all parents review and comment, even if they were not at the meeting, before any decisions could be finalized.

General Comments and Feedback Captured:

Survey topic #1:

Field trips and associated fees for Kindergarten for the 2020-2021 year being set at $100 (for the year)

* Parents at the meeting commented they were agreeable to having the kindergarten swimming lessons charged over and above the $100 school fee. Further comments mentioned the lessons with the school were less expensive than booking directly with the county and bussing and supervision would be provided.

Survey Topic #2

Field trips and associated fees for grades 1-6

* DCS Leadership proposed that swimming and skiing remain as they a charge in addition to school fees; however, attendance/payment is optional – Kaye to make sure survey is clear on this point
* Parents at the meeting were agreeable to the suggested school fee of $80 for the year, per student
* Other club fees (i.e. running club) would be a pay if you join fee, as they do not affect all students, but costs will be communicated on the website/survey
* Additionally, it was made clear that if DCE School is going to charge anything to parents (new clubs or new activities) this needs to be cleared with EIPS central first
* Parents at the meeting wanted to see more club information, like what each club does, and who it might apply to, in the survey questions so they can better determine what their choices might be.
* Kaye to clarify in the survey questions that it is a pay-if-you-join for club participation and also make clear which kids the clubs are applicable to(by grade?)
* Feedback from parents at the meeting was the survey needs to better explain what all the potential costs might over the course of the year so they can get an idea of a total cost to their family.
* Meeting members discussed what would happen to children if they opted out of the optional fees (swimming and skiing). What would those kids do during those activity times? Kay explained any child not in swimming or skiing would be on the school premises with supervision and engaged in other actives.
* Meeting members discussed how to help families if fees are overwhelming and not achievable in their family’s household

Survey Topic #3

Optional courses and associated fees

• All meeting members discussed the cost of noon hour supervision

• All meeting members discussed costs for extracurricular activities

• All meeting members discussed costs for non-curricular bus travel (for example, ski trips and band camps)

* All meeting members discussed costs for non-curricular goods and services (for example, student union and yearbooks)

Chair Report – Melissa Presse

The Knick Knack Shack

* This is picking up momentum and Teachers are starting to use it to reach out to the community with their classroom needs.
* School Council has also added a volunteer request page that is now available for review as well.
* The Sherwood Park news recently did an article on our Knick Knack Shack initiative and its upcycle theme
* Global news has also contacted our School Council Chair and would like to run a story in the same vein, this is under consideration

Update on Christmas Wreath Competition

* Annette Hubrik, EIPS Trustee, Josh Classen CTV Edmonton's chief meteorologist, and Annette Henig, Mundare Sausage - Judged the Christmas Wreath Contest along the assistance of some parent partners.
* Student Council, as part of the event, also has Mrs. Claus and Santa Clause help judge the kindergartens wreaths
* The feedback from the event was while it was fun, and very successful, it is a busy time of year

Update: Committee of School Councils (COSC)

* Meeting was cancelled there is no report

Committee Reports

**Wellness**

The Wellness committee volunteered to support plans for a Family Movie Night for Friday, January 24th:

* Doors open at 6:00 and movie begins at 6:30. Scott Miller and his leadership team have been helping us with polling the students on the movie choice, as well as, creating the posters that will go up around the school to communicate the movie night event.
* The movie choice was Toy Story 4 with the votes being very close 275 for Toy Story 4 to 269 for Abominable.
* The movie is a free event, but we have a maximum number of people allowed in the gym. So we can plan for the amount of popcorn we will need, we will have families ask for tickets, thus creating a rough attendance count. This will take place Tuesday Jan. 21st, Wednesday Jan. 22nd and Jan. Thursday 23rd at lunch hour from 11:35 -12:15.
* We have some leadership students to help with the issuing of tickets. There will be one parent volunteer with them as well.  The Wellness committee asked for some additional volunteers the night of the event. There may be a sign up online effort so watch for that.
* Members of the Wellness committee and other volunteers are selling popcorn for $1/bag the evening of and are encouraging people to bring their own containers. We won’t be selling any drinks. We encourage people to bring water bottles.

Pink Shirt Day

* Wednesday, Feb 26th, is underway with preparations for sell shirts.
* We have our design ready to go to Tyleen, (the t-shirt person) thanks to Erin Wildeboer. She saved us $40 on creating the vector file that Tyleen requires to convert the image to print on our t-shirts.
* T-shirt sales will take place during Parent Teacher Conferences on Feb. 12th and 13th like last year and shirts will be $12, again. There will be samples to try on. Currently, there is no other option, other thanthe Parent teacher conference, to get a shirt; however, it was discussed at the SC meeting it may be possible to sell them online using existing apps. This will be followed up by the Wellness committee after the meeting.
* The county is celebrating kindness month in February with a bunch of initiatives. Additional information on what is available for schools to participate in or generate some activities of their own was shared by Sara G. and discussed at by meeting participants

 The next Wellness Committee meeting is this Thursday at 7pm at Starbucks.

* We will be discussing volunteers for both Movie night as well as Pink Shirt sales. Is there anyone that would like to volunteer in case any of our members are unable to?

Active School Travel (AST) Initiative

* The group was hoping for a “Walking Wednesday” every month since we had one in December, but with this weather in January it is out of the question! There is provincial wide Winter Walk Day on Wednesday, February 5 through an Alberta non-profit organization called SHAPE (Safe Healthy Active People Everywhere) in which DCE school has been registered for.
* On the AST website it says: Studies have shown that regular winter outdoor activity is good for your body and mind. Winter Walk Day is a provincial initiative that encourages Albertans to Open the Door and Go for It! during winter.  Last year, more than 800 organizations and 100,000 Albertans took part. Learn more at [winterwalkday.ca](http://winterwalkday.ca/) we will be putting up posters in the next week or two and it will be in the update and announcements.
* We are also in the beginning stages of planning a Bike Rodeo for Thursday, May 21st. It will be a school wide event that will take groups of students through stations for about 45 minutes learning about bike safety and the trail systems we have in Strathcona County.

Old Business

Christmas Concert Feedback

* Parents at the meeting, and parents at the event, had positive things to say about the school Christmas concert – Feedback was more positive than the previous year. School staff also felt it went more smoothly.

Melissa Presse: New Business

Sizzler Committee

* We are working on the red tape to have a 50/50 event at this year’s Summer Sizzler
* Meeting members agreed we should increase the balloon animal artists this year
* Meeting members also agreed that lots of face painter artists would also be important
* The event will go ahead regardless of weather, but we are hoping it will be outside. Kaye S. mentioned the school will better prepare for the possibility of rain or other weather issues as a contingency plan. (covering for the gym floor already out)
* Meeting members discussed a purchasing/making a signboard – to assist in further communications about the event. There as not was not much interest in this at the meeting because we are seeing good response and improvement with our social media channels and reaching parents.
* Planning team for the Summer Sizzler was confirmed
* Sara
* Courtney
* Amanda
* Crystal
* Val
* Leanne
* Karli (leadership)

Requests For Cost Approvals For Upcoming Events And Initiatives Were Discussed:

Grade 6 Farewell Event Committee

* Stephanie Peterson will be Mr. Brower’s Parent rep
* Kaye will send out some communication for the grade 6 teachers to find other parent reps
* More information to follow if costs are outside of approved budget

Wisest conference fees for 3 girls – funding request

* Approved: by majority of meeting attendees

Grade 6 science review event at the Bennet Center

* Approved: by a majority at the meeting

Kaye Schindeler: Principal Report

* See School Fees section for information on discussions held at this meeting.
* Next SC Meeting:
  + March 10
  + April 14
  + May 12
  + June 9 (AGM)

Meeting adjourned 7:22pm

Annette Hubick: Trustee Report



**School Council Report - January 2020**

***Trustee Annette Hubick***

**2020 Accountability survey**

Parents of students in grades 4, 7 and 10 have received the province’s survey by mail. If you prefer to complete online, there is an access code printed on the form. It’s important to complete the survey – its results are a key measure the division and the province uses to evaluate our performance. Note: “I don’t know” is registered as a negative in the results. The survey is open until February 29, 2020.



**EIPS Audited Financials**

At the November 21, 2019, board meeting, the audited financial statements for the 2018-2019 school year were presented and approved. The independent auditors, MNP, awarded an “unqualified opinion” of the EIPS financial statements, i.e., a “clean” audit.

**Official “Public” Name Requested**

At the November 21, 2019, board meeting, trustees unanimously passed a motion to officially request permission that EIPS’s corporate name be: Elk Island Public Schools. The Education Act had removed “public” from the division’s name but does provide the Minister with the power to approve name change requests. To date, the board has not received a response to this request.

**Registration 2020-21**

* All student registrations for the 2020-21 school year—including kindergarten registration, returning student registration and new student registration—will take place online **Feb 1-29.**
* All current families will receive an email with the link and instructions (for returning student registration). If you can’t find the email, all necessary links will be on the Division website.
* If parents have questions about the process or the forms, please contact your school for assistance. If school staff cannot answer a question, the school will contact central office and then get back to the parent back with the answer.
* First day of school will September 1, 2020 (before Labour Day weekend).

**Key agenda items—January 23, 2020, Board Meeting**

* The Board will be approving parameters for setting 2020-21 school fees (i.e., whether, and under what circumstances, fees may be changed).
* The Board will receive a recommendation from administration regarding the transportation fee structure for 2020-21.



**TRANSPORTATION FEE STRUCTURE REVIEW**

* The Board of Trustees approves transportation fees annually. For the 2020-21 school year, the board requested a review and analysis of the overall structure of the current transportation fee schedule (E.G., Choice, Payride, Choice/Payride, etc.). This request came about due to:
  + Changes by the Minister of Education to the School Transportation Regulation now allow school boards to charge eligible students for transportation services.
  + The unsustainability of the current fee structure.
* The Board’s considerations are for a fee structure that:
  + is equitable for families;
  + maintains the current service levels provided; and
  + addresses the new fiscal reality in which we operate.

**Current funding and service:**

Alberta Education provides transportation funding based on the following criteria:

* Students attending their designated school and residing greater than 2.39 km to the school.
* Students attending a non-designated school and residing greater than 2.39 km to both their designated school and the school they are attending.
* These students are termed “eligible students.”

EIPS provides additional transportation service that exceeds the transportation mandate as outlined by Alberta Education for a fee.

* Students who do not qualify for funding as per above criteria or;
* Students who attend a non-designated school or;
* Students who access an additional bus to an alternate address.

Charging fees assists in recovering a portion of the incremental cost of providing these additional services.



**Factors that must be considered in order to maintain the current service levels are:**

* Costs associated with MELT (Mandatory entry level training)
  + Additional training costs for 53.5 hours
  + Hiring of MELT Driving Instructors
  + Increased salary costs for 53.5 hours of training
* Transportation funding from Alberta Education
  + Current funding model does not reflect costs of fuel, wages, labour and buses.
  + Alberta Education will soon be announcing a new education funding framework. We are not anticipating any increased transportation funding as the Government is on record that the department’s budget is frozen for the next 3 years. That said, there could be transportation funding cuts in order to direct more funds toward classroom instruction.
* Increased fuel costs
  + Federal carbon tax
* Students previously eligible for funding to attend Wye Elementary no longer funded (due to proximity to new Heritage Hills Elementary)
* Increased insurance costs

Administration will bring forward a report and recommendation to the January 23, 2020, board meeting. The actual fee amounts will not be decided on until the spring.

***Important note:*** Per regulation, transportation fees must not exceed the average difference per student between (a) the estimated cost to the board of transporting those students, and (b) the funding received by the board in respect of the transportation of those students.