**Meeting Minutes**

Davidson Creek Elementary School Council

**May 12, 2020 6:00pm**

**Zoom Video Conference Meeting**

**Board Members**

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

|Stephanie Peterson, Communications

**Meeting Minutes**

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, Amy Rice, Teacher, Michael Versteegt, teacher

Parent Representatives: Sarah Anderson, Christa Gawron, Sara Gruninger,

Heather Lawton, Becky Mitchell, Deanna Bellamy, Nicole Yamniuk, Christal Waldo, Chole Forgie, Keri Haristad

Invited Guest: Annette Hubick, EIPS Trustee

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

* Motion was carried by: Chrystal
* Seconded by: Kerri

The Chair asked for approval of minutes of March 8, 2020

– Not completed, will be approved at a later date

* No meeting in April

Kaye Schindeler, Principle Report

* Sent two letters to parents. The premise remains the same that the school/EIPS will encourage online learning
* Teaching staff continues to develop and post online class materials and support as many students as they can.
* The DCE School has submitted the 2020-2121 budget, it was close a budget with little flexibility.
  + We will not have certain support staff returning in the fall.
  + The budget does not sacrifice on the quality of learning.
  + We are waiting approval for the budget
  + There will be more details in the fall about the budget
* We are offering a yearbook for the part of the school year that was attended by children (Sept – early March).
  + A communication has gone to parents on how to purchase one.
  + The cost for the yearbook will be $21.00.
  + The deadline to put in an order is May 31st
* School leadership had a general discussion about money being credit back for some of the school year efforts, i.e. supervision fees, activity fees etc. – Any credits applicable will be issued through the parent portal. School money credits from the fees are not transferable to purchase a yearbook, but can be used next year against school fees owing.
* The garden project, planned for this Spring 2020, has been postponed to next Spring. This includes the building and installing of the planting boxes
* We cannot have a grade 6 farewell “event” as pandemic restrictions prevent this, but the teachers are working on putting together an acknowledgement of the grade 6 classes passing elementary and going to Jr. high.
* The school is getting a cement pad poured to add more bike racks in the next few months.

Chair Report – Melissa Presse

* School reentry planning survey has been recently provided to EIPS parents. It is an online survey, the link can be found on DEC School’s Fundraising Facebook Page.
* All school end-of-year activities are cancelled
* Knick-Knack Shack is currently shelved until school resumes
* Our AGM is scheduled for June 9 and we would like to have some parent members attend.
  + The chair asked meeting participants if they were open to doing this meeting virtually through Zoom
    - Majority of attendees agreed to complete the AGM at the next meeting (June 9) virtually/through zoom
  + The Chair mention the communications position on the board is going to be available as Stephanie Peterson is stepping down as this is the end of her two-year term.
  + We will be looking to fill this volunteer position on the executive school council group
* There will be no swimming lessons in 2020-2021
* Currently, there are no field trips or guests/speakers planned in the new year until DCE School is given more information on how the 2020/2021 school year is to proceed

Committee Reports

**Sara G. Active Travel Committee**

* The contest for students to design a poster, which encouraged “Active Travel” to school wrapped up just before school closure. Two students were chosen as winners, one from Div. 1-3 the other from Div. 4-6. Actual printed banners were made using their poster submissions and have been delivered to DCE.
* Sandwich boards were made from seed funding from the AST project that will indicate “Stop, drop and go zone”. These are ready for next year.
* An air quality monitor was provided to DCE School for participating in this Active Travel project, teachers will have access to use this device with their classes.
* The bike rodeo will hopefully take place next year (2020/2021)

**Wellness Committee**

* No update

Meeting Close

* Next SC Meeting:
  + June 9 (AGM)

Meeting adjourned 6:38pm

Annette Hubick: Trustee Report

* Thanked the staff and parents for their participation and commitment during this challenging time
* Annette reviewed the provided report below
* Annette indicated that important information will continue to flow from EIPS and to watch and read emails to stay informed of changes.
* The last instructional day is June 19, 2020.
* Different High schools are working to see how they can achieve a graduation ceremony. There will be no grad celebrations.



**Trustee Report – Annette Hubick**

**Davidson Creek Elementary School Council**

**May 2020**

**Impact of funding reduction for 2019-2020**

* In March, the Alberta Government announced a $128 million funding reduction for the remainder of this school year.
* For EIPS, that equated to a $1.5 million reduction in transportation grants and a $2.3 million reduction in education grants.
* The transportation department dealt with the shortfall through cost reductions – both in terms of administrative expenses and funds paid to bussing contractors.
* EIPS administration was able to reduce planned expenditures by $1.2 million. This included the board of trustees turning over 7% of its budget to mitigate the reduction. This includes expenses for conferences we would no longer be attending, nor sponsoring in the case of the Committee of School Councils, and any unallocated amounts remaining in the trustees’ discretionary accounts.
* The remaining $1.1 million funding reduction was mitigated with temporary staff layoffs.

At the **April 23 board meeting**, the board approved several important motions:

1. Designating the **Advance Placement Program** at Bev Facey as a division alternative program, which means it will get some financial support from central administration as opposed to the school’s budget.
2. The use of $654,499 in **capital reserves** for necessary wireless improvements and vehicle purchases that had been deferred in the fall when the division was hit with the funding shortfall of the October provincial budget.
3. **Assumptions** that the division will use in the development of its 2020-2021 budget, which encompass:
   1. Funding (receive in full)
   2. Enrolment (growth of 70 students)
   3. Compensation (no increases; however, cost increases due to grid growth and larger numbers of staff who will be higher on the grid)
   4. Inflation
   5. Board System and Administration. No longer a percentage of budget but a fixed allocation. EIPS is confident we will be well below that limit and will allocate any surplus to other division budgets.
   6. Reserves – no use of reserves to make up for any shortfall as we depleted our unallocated reserves to well below the 2% threshold in the fall.
4. **Budget Allocations**
   1. Bottom line: there is a funding shortfall of $7.52 million from what EIPS spent last year (which we were able to do by accessing reserves).  Notably, while the total allocation is quite close to what we received in the fall, portions of the funding model that saw increases are targeted and cannot be used for the classroom instruction, e.g., Infrastructure Maintenance and Renewal.
   2. Significant reductions are being made for the 2020-2021 budget.

* Schools’ allocations will be reduced by 2.9%
* Central departments’ allocations were reduced by a combined 16.3%
* Supports for Students – Schools will be restructured to reduce its budget by 34.4%
* Non-Credit Continuing Education through Next Step has been discontinued by administration.
  1. On April 24th, schools were given their allocations and they have now submitted their budgets to central office. They will be used to finalize the draft budget, which will be presented to the board on May 25, 2020.

1. **Transportation Fees**

* Transportation fees for the 2020-2021 year will be:
  + $100 eligible students (Attending designated school that is more than 2.4 km from residence)
  + $325 ineligible students (Attending designated school that is less than 2.4 km from residence or attending a non-designated school.
  + $100 Supplemental bus fee (a reduction from $125).
  + No family rate
* The threshold for qualification for the fee payment plan will be lowered from $400 to $300.
* Fee payments will be split over a six-month period (historically, it was five months).

1. **School Fees**

The board approved the fees submitted by all schools. Although the new school fee development and approval process was impacted by the pandemic, Trustees are pleased with the way school administrators embraced the process and involved parents as much as possible.

**Virtual Board Meetings**

As always, board packages are published online 3 days prior to our meetings. Board meetings are now being held virtually and are being live streamed onto YouTube. The links are posted on the EIPS website along with the packages/Trustees/Meetings.

**In-School Classes**

* On Friday, May 1, the Minister of Education canceled in-school classes for the remainder of the 2019-20 school year.
* Now that it is official, division administration is working on a plan for fee refunds and you will be receiving information directly. I do know that there will be an option to apply any refund as a credit on your PowerSchool account, to be applied to next year’s fees.
* The education ministry is consulting with its partners, which includes school boards, to develop plans for what school will look like in the fall under three scenarios.

1. In-school classes resume as normal
2. In-school classes partially resume with restrictions/modifications
3. teacher-directed at-home learning continues

* We expect to hear more announcements in the coming weeks. EIPS has provided its input into the process directly as well as through its related associations.

**End of this School Year**

Last instructional day: June 19

June 22-26: return supplies, etc.