

Meeting Minutes
Davidson Creek Elementary School Council
February 7, 2023 6:30 PM
360 Davenport Dr. Sherwood Park

Board Members

Lynn Walker, Chair; Karli Butler, Vice Chair; Breanne Sweeney, Secretary

DCE Council Minutes

Acting Chair welcomed attendees and gave a Treaty 6 Land Acknowledgement.

Attendance

Executive Committee: Lynn Walker, Chair; Breanne Sweeney, Secretary

DCE Staff: Helene Hewitt, Principal; Kyla Harding, Assistant Principal; Christa Gawron, Office;
Amy Rice, Teacher

Parent Representatives: 6 Parents/Guardians attended the meeting in person

Approval of Agenda and Minutes

- Stacey moved to approve last meetings minutes, seconded by Christine
- Minutes approved

Chair Report, Lynn Walker

1. Communication:

Social media platform update:

- Facebook DCE: November 4, 2022 - 516 member
November 14, 2022 – 519 members
January 16, 2023 – 527 members
February 7, 2023 – 526 members

- Twitter handle @DavidsonCreek : November 14, 2022- 125 followers
January 16, 2023 – 223 followers
February 7, 2023 – 221 followers
- Facebook DCE Fundraising Society: January 26, 2023 – 304 members
February 7, 2023 – 304 members

2. COSC Meeting (Council of School Councils) February 1, 2023 7 - 9 PM

Was not able to attend this month's meeting, but here is a recap of the meeting:

- ASCA UPDATE

[The Alberta School Councils' Association](#) (ASCA) is the provincial organization for families on school council. Below may be of interest to COSC members:

- For Phase Two of the [Stand for Education](#) campaign, ASCA is asking school councils to include a short, facilitated discussion (15-20 minutes) at an upcoming school council meeting to gather parent/guardian input and generate a hopeful vision for public education in advance of the 2023 provincial election. The deadline to provide input has been extended to February 17. [Learn more](#)
 - Each year is an opportunity for parents on ASCA member school councils to run for a position on the [Board of Directors](#). Several positions are available. The deadline to submit nominations is April 7. Election of the Board of Directors takes place at the Annual General Meeting on April 23.
 - The [ASCA](#) website continues to have valuable resources and learning opportunities for school councils.
- RETURNING STUDENT REGISTRATION
- EIPS Superintendent Mark Liguori spoke about the [returning student registration](#) process running from February 1-28. He highlighted the importance of registering students as soon as possible because student registrations drive various factors in the Division, including staffing and funding. Closed boundaries are also a consideration.
- CAREGIVER EDUCATION SERIES: February
- Alberta Health Services hosts a series of virtual caregiver information sessions focused on ways to support students' mental health. The sessions are free and geared toward parents, caregivers, teachers and community members who want to learn more about challenges impacting children and adolescents. Session

topics include anxiety, depression and technology, while teaching leadership skills, communication, resiliency and more. [Learn more](#)

- SCHOOL COUNCIL ENGAGEMENT GRANT

- Alberta Education provides school councils with a \$500 School Council Engagement Grant for the school year. Those school councils interested in accessing funding must meet Alberta Education’s [School Council Engagement Grant Criteria](#), which essentially means opportunities that help build capacity and strengthen engagement. COSC Chair Lesley Williams and COSC member Kendra Roemer have put forward an opportunity to host David Irvine. School councils must let Kendra Roemer know of their commitment to pool funds by February 8. All school councils, no matter if they’re pooling funds or not, must fill out and submit the online School Council Engagement Grant Request Form to receive their funds. All submissions that meet the grant criteria will be approved and announced at the following COSC meeting during the “For Information” section. Once approved, you can go ahead with your plan for the grant. EIPS will then complete the activity payment on behalf of the school council—simply submit the invoice or receipt to finance.submissions@eips.ca and cc Emma Small. If you need any clarification on this process, contact Emma Small.

- ◆ Davidson Creek School grant has been approved, and as a school we just need submit the request detailing the plans for the \$500. It must be used for parent engagement or education, school council engagement or a community event like literacy night. It cannot be used for prizes or fundraising.

▪ The following school councils have grant approval:

- Heritage Hills Elementary
- École Parc Élémentaire
- Fultonvale Elementary Junior High
- Brentwood Elementary
- Strathcona Christian Academy Elementary
- Next Step
- Westboro Elementary
- Lakeland Ridge
- Strathcona Christian Academy Secondary

- ASSURANCE CYCLE

- Associate Superintendent Sandra Stoddard discussed the Division’s assurance cycle, specifically surrounding the [Alberta Education Assurance](#) (AEA) Survey and

the EIPS annual feedback surveys. The Alberta Education Assurance Survey is open now. Applicable parents and guardians should receive a survey invitation package by mail and have the option to complete the survey on paper or online using the provided Random Access Code. The [Division's annual feedback surveys](#) will open in March. Both the AEA survey and EIPS annual surveys provide valuable feedback the Division uses to inform its decision-making.

- COSC SHARING
 - There's been discussion around setting aside time for informal networking before the next COSC meeting. For example, networking could happen at 6:30 p.m. and run until 7 p.m. when the meeting starts. Stay tuned for updates on this before the COSC meeting in March.

3. UPCOMING EVENTS AND IMPORTANT DATES

- February 9-10 North Central Teachers' Convention (schools closed to staff and students)
- February 16 Gathering of First Nations, Métis and Inuit Families
- February 17 Random Acts of Kindness Day
- February 20 Family Day (schools closed to staff and students; Central Services closed)
- February 28 2023-24 Returning student registration closes
- March 1 Early Dismissal
- March 3 Professional Learning Day (no school for students)

Admin Report, Helene Hewitt

Fee Feedback Survey

- 78 people filled out the survey, and a winner for the \$50 gift card has been chosen
- Most had 1 kid in the younger grades

General – No comments

Field trip – 3 or more field trips was the popular choice.

- A comment included increasing field trip fees.
- Max amount that can be charged at the moment is \$85, and it must be curricular.
- There was a comment about fewer in school field trips
- These in school field trips can include a cultural/knowledge keeper or some instructor that can teach more details or different ways to supplement the learning in class
- There seems to be confusion about what is involved, so it was suggested that more communication should be included under school trip details when forms go out to parents

Swimming – 89% wanted to keep swimming lessons going

- There was concerns about change room privacy, and the structure cannot be changed to minimize class disruption.

Noon Supervision – Survey entries thought this area was fair/reasonable.

- A 5% increase may be requested for swimming/ski fees for cushion, especially with increase cost in transportation
- Possibly use compassion fund, it has not been used yet for this.

Swimming lessons – discussion occurred about balancing kids/parents and school

It may be switched to be K-3 will have swimming lessons and 4-6 will go on a ski trip to minimize costs to families and multiple school interruptions

This will be decided in March

Family Math Night

- Great turnout, approx. 100 people between both grade groups attended.

Community Events

Carnovale – This will be the second time holding this event, it will be on February 24 as part of the Grade 6 French program. The Grade 6 classes will be split in half to run the Carnovale in the morning and afternoon for the other classes. It will include snow bowling, sled races and tug of war.

Francophone Fiddler/Metis will be February 27

Family Literacy Night – Possibly planned for April. May include a book trade where families can bring in books to trade or sell. Details to come

Family Dance – the school would love to host or support a dance, but since many have a lot on their plate they would prefer a parent committee to plan. This could be held in May if a group of parents is willing to take this on.

Monthly Smudge – has been held once so far, and was well received. There may be an opportunity to be held in the evening for Metis families.

Assurance Review

- Grade 4 kids and parents will be receiving this survey to complete this month. This information is used by the school to direct funds/learning opportunities/goals for the school each year, and it is very much encouraged and appreciated if parents could complete them when they are received.

New Business

- Compassion fund has not been regularly used and may need some criteria for use. Currently there is \$500 allocated.
 - o Questions that came up included: Are receipts needed? Should the dollar amount go to the school to manage with criteria in place? How will unused funds be managed, will they roll over?

- Admin may need to direct who the funds go to in order to maintain anonymity for families. The admin team will connect with the teachers and lunchroom supervisors to find out potential need and to get some criterion ideas
- Hot lunch is an area where some families may not be able to afford to pay, and it was asked if extra funds in this area should be separate from the compassion fund. The hot lunch team will look into if a family can donate when purchasing their own hot lunch to this extra fund
- Currently funds will meet the budget needs and no fundraisers are needed. If more fund requests come in this may need to be readdressed
- A request for funding was made to the fundraising committee to provide dinner for the teachers Thursday February 16 during the parent teacher interviews, for a total of \$550. Motioned by Lynn, seconded by Robyn.
- Running Club requested \$208 for bussing to a competition. The School was advised funding has been approved for clubs and as long as they stay within budget all is needed is a receipt.

Adjourned 7:45 PM