

**Westboro School Council
Meeting Minutes
January 17, 2018**

Welcome and Introductions:

Called to order 6:32 pm (Jacquie Surgenor).

Present:

Karry Biri, Matthew Bissett, Amy Churchill, Jeff Dickey, Krystal Gibson, Marina Gilmore, Bernie Hansen, Crystal Herbert, Leah Hesson, Debbie Klita, Mike Lastiwka, Theresa Mackenzie, Matt Matheson, Michelle Saldierna, Jacquie Surgenor, Heather Wieler, Jenn Wolfe

Approval of Agenda:

The agenda was amended to add “Teacher’s Report” with Marina Gilmore as item 5.b) and change “Trustee Report” to item 5.c). Crystal Herbert moves to approve the amended agenda, Matthew Bissett 2nd. All in favour: “Yes.”

Approval of Minutes from Previous Meeting:

The minutes were amended for item 4.E.) question 2, to change the sentence from “The easy answer to this is always yes.” to “The easy answer to this is always no.” Crystal Herbert moves to accept the amended minutes from November 22, 2017, Krystal Gibson 2nd. All in favour: “Yes.”

New Business:

A.) Logos Report

Jenn Wolfe shared the following report.

- Lynda Miller has stepped down from the board as her family is moving. Brooke Hartum will acting Society president for the remainder of the term.
- Thursday, January 18 is this month’s chapel at Westboro Elementary School.
- Janeen Bielby is the new Westboro School rep at board meetings.
- A family night of fellowship is being organized for Friday, February 23rd.
- A fundraiser with Buick Canada is being organized for the spring.

B.) COSC (Committee of School Councils) Report

Jacquie Surgenor shared the following information from the January 10th COSC meeting.

A new on-line registration form for kindergarten students was previewed and looked pretty straight forward.

A presentation on high school redesign was made. More and more high schools are moving to this model since funding was cut (the Credit Equivalent Unit cap was cut from 60/year to 45/year maximum). A big portion of high school redesign is around flexibility for students so they are not tied to a certain number of required class hours to earn their credits. If they finish early, they can move on and if they need more time, then they can get it. It is a fundamental shift from what we remember high school to be and requires buy in from students, staff and parents.

Time was spent summarizing for the board the fee discussion feedback from November school council meetings.

More information on COSC and their monthly meetings can be found at: <https://www.eips.ca/parents/committee-of-school-councils-cosc>.

C.) Literacy Toolkit

Mike Lastiwka shared the next entry for the Literacy Toolkit, Punky Pig. It is now available on the school website and can be found at:

<http://westboroelementary.ca/parent-literacy-toolkit>.

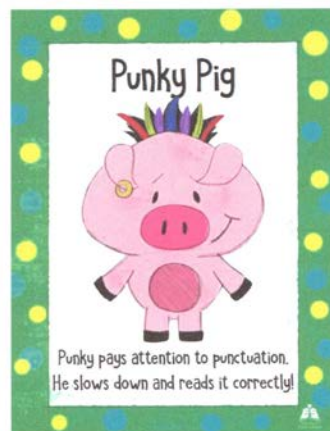
The videos are being created about once a month. If a parent and their student would like to volunteer to be filmed for a video this year, please contact Jacquie at westboroparents@gmail.com.

Punky Pig

Think about listening to your child read ...

- Do they pause at punctuation? Do they pause at the end of a line?

Meet Punky Pig



Punctuation is important. Have you seen the memes that show the difference between "Let's eat, Grandpa" and "Let's eat Grandpa"?

Punctuation helps the reader understand text.

- A comma means pause and a period means take a longer pause
- A question mark can be indicated by raising the pitch of your voice a little.
- An explanation point can be indicated by raising the volume of your voice.
- Sometimes students will pause at the end of a line of text, rather than at the end of a sentence. By reading punctuation correctly, it will also help them to write as they will know intuitively what punctuation to use.

View the video here <https://goo.gl/b7HPrs>

D.) Draft School Council Operating Procedures

As a follow up to the November meeting discussion, Jacquie and Debbie Klita drafted a set of operating procedures for how to run our Westboro School Council. A template was modified for a town hall model of operating a group like ours. Discussion occurred over sections about how long any elected member may serve, if a fundraising component was needed (currently, our fundraising is guided by Westboro Parents Group bylaws) and if the operating procedures could be approved at a regular school council meeting. It was decided to think about these questions and discuss them again at a future meeting.

The draft document can be found at:

<http://westboroelementary.ca/download/122565>. Parents are welcome to provide further input to Jacquie and Debbie at westboroparents@gmail.com.

E.) Executive Transition

Heather Wieler is now active as an Elk Island Public Schools (EIPS) substitute teacher so is stepping down from the school council executive Vice-Chair position. We are very grateful for the past 4 years she has actively held positions on our executive!

Matthew Bisset moves that upon receipt of Heather Wieler's resignation as Westboro School Council Vice-Chair, Amy Churchill will take her place for the rest of the term, Jeff Dickey 2nd. All in favour: "Yes."

F.) Westboro Results Review

Mike Lastiwka shared the following information.

Alberta Education Provincial Achievement Tests (PATs):

At Westboro Elementary, PATs are administered annually to Grade 6 students for language arts, math, science and social studies, usually in the month of June. Results are made available to the division and school administrators, and were recently reviewed. Over the last 5 years, our students' level of acceptability is on par with the school division and the province. The standard of excellence is below par for each subject except science.

More information on PATs can be found at:

<http://education.alberta.ca/provincial-achievement-tests/about-the-pats/>.

Numeracy:

Numeracy is being focused on this year with teachers approaching it in multiple ways.

At our school, the Math Intervention Programming Instrument (MIPI) is administered to Grades 2 through 6, at a minimum once a year, usually at the beginning of school. This is a standardized assessment test used by EIPS as a tool in the classroom so teachers can see individually, and as a class, where students are struggling in order to design intervention and support.

Additionally, all of our teachers have been trained in an interview process using a math benchmarking toolkit to assess a student's "number sense", and guided math/small group instruction has started in some classrooms to further help our students.

Literacy:

STAR 360 is a reading assessment tool to measure reading comprehension. At our school, the STAR 360 is administered to Grades 1 through 6 in September, again in March and then again at the end of the year. As well, all classrooms are using small group instruction to help students with literacy.

Scholar Hour:

This is a problem-based instruction time for all students in Grades 5 and 6 that replaced the options offered last year. It has been designed to be more project-based learning in smaller groups and occurs each Wednesday after last recess (except for early dismissal days). Projects currently being offered are entrepreneurial club, math games, design your own room, sports reporter, recipe design/baking and robotics.

Citizenship:

Each Monday in the gym for the first period after lunch, all grades participate in circle time led by Mr. Matheson. Next year, the school will be training staff, and possibly parents, in the concept of restorative justice.

Alberta Education Accountability Pillar:

At Westboro Elementary, this provincial survey is administered annually to Grade 4 students during class time in the month of February. All teachers in the school also complete the survey. A paper copy for parents will be sent by mail and parents are encouraged to complete it and return it by mail directly to Alberta Education. In the past, only less than 10 families have ever returned the survey each year so this small of a sample size can sometimes result in very skewed answers. For example, in the 2016-2017 results, Mike noted the

“Program of Studies” saw a decline from the previous year but this was due to a small set of “I don’t know” answers being counted as a negative response. Please see page 7 of the meeting minutes for the “Accountability Pillar Overall Summary, 3-Year Plan – May 2017” chart showing results from the 2016-2017 survey. If parents have further questions, please contact Mike directly.

More information on the accountability pillar can be found at:
<https://education.alberta.ca/accountability-pillar/about-the-pillar/>.

It was asked if the accountability survey questions can be clearly explained to the grade 4 students to help them understand the survey better. Mike also asked for school council to assist with communication to Grade 4 parents about this upcoming survey.

G.) ASCA Conference & AGM

Alberta School Councils Association (ASCA) has an upcoming conference and Annual General Meeting (AGM) in Edmonton in April. Jacquie is already attending as a member of the ASCA Board of Directors so we are looking for another parent to represent Westboro School Council. Four parents expressed interest – Krystal Gibson, Karry Biri, Jenn Wolfe and Matthew Bissett. There was consensus that we could send more than one representative and further decisions will be made in February. Typically, one parent’s fees are paid by the EIPS Board of Trustees and additional parents could be funded through Westboro Parents Group.

H.) Open Questions

It was asked if the questions discussed at Monday afternoon circle time can be shared with parents. Matt will make this available on the school website.

It was asked if aboriginal studies will occur for the full school year and if it is part of the Alberta Education curriculum. Mike said our students will have this topic each week for the full year and that many components of the current curriculum link to this area of study. It may be approached differently next year but will continue to be taught at our school.

It was asked if a new date has been set for parents to participate in the blanket ceremony. Mike is trying to coordinate a date with other schools to gather enough parent participation to make this happen.

School Report:

A.) Principal's Report

Mike shared that Westboro now has a basketball team! The team consists of Grade 5 and 6 students who will have the opportunity to play in a mini tournament on Saturday, March 17th at Lakeland Ridge School. There is no cost to families for students to play.

Mike then shared a video created by Matt which demonstrates different things happening at Westboro Elementary School. This will be shared on the Westboro Parents Group Facebook page.

Starting March 1, parents will be contacted by EIPS and asked to electronically re-enroll their student through the PowerSchool parent portal. This will affect all students already in the EIPS system and replace any paper forms previously used to apply for a non-designated school or update student information like addresses and phone numbers. Students who are registering for kindergarten or are new to the division will not receive this request as they will undergo a different registration process. More information can be found at: <https://www.eips.ca/schools/boundaries/non-designated>.

B.) Teacher's Report

Marina Gilmore shared that she is organizing an Olympics Day at school near the end of February to coincide with the 2018 Winter Olympic Games being held in South Korea. Some events will possibly be outdoors and she will be looking for parent volunteers to help.

C.) Trustee Report

There was no trustee representative at the meeting.

Next Meeting Date: February 21, 2018 at 6:30 pm

Adjournment: Matthew Bissett moves to adjourn at 8:06 pm.

Accountability Pillar Overall Summary
3-Year Plan - May 2017
School: 3328 Westboro Elementary School

Measure Category	Measure Category Evaluation	Measure	Westboro Elementary School			Alberta			Measure Evaluation		
			Current Result	Prev Year Result	Prev 3 Year Average	Current Result	Prev Year Result	Prev 3 Year Average	Achievement	Improvement	Overall
Safe and Caring Schools	Excellent	Safe and Caring	91.8	86.6	90.4	89.5	89.5	89.3	Very High	Maintained	Excellent
		Program of Studies	77.9	89.6	90.4	81.9	81.9	81.5	Intermediate	Declined	Issue
		Education Quality	91.2	94.4	94.5	90.1	90.1	89.6	Very High	Maintained	Excellent
		Drop Out Rate	n/a	n/a	n/a	3.0	3.2	3.3	n/a	n/a	n/a
Student Learning Opportunities	n/a	High School Completion Rate (3.Yr)	n/a	n/a	n/a	77.9	76.5	76.1	n/a	n/a	n/a
		PAT: Acceptable	78.2	82.8	84.5	73.6	72.9	73.4	Intermediate	Maintained	Acceptable
Student Learning Achievement (Grades K-9)	Acceptable	PAT: Excellence	14.9	15.7	17.3	19.4	18.8	18.6	Intermediate	Maintained	Acceptable
Student Learning Achievement (Grades 10-12)	n/a	Diploma: Acceptable	n/a	n/a	n/a	85.0	85.2	85.1	n/a	n/a	n/a
		Diploma: Excellence	n/a	n/a	n/a	21.0	21.0	20.5	n/a	n/a	n/a
		Diploma Exam Participation Rate (4+ Exams)	n/a	n/a	n/a	54.9	54.6	53.1	n/a	n/a	n/a
		Rutherford Scholarship Eligibility Rate	n/a	n/a	n/a	62.3	60.8	60.8	n/a	n/a	n/a
Preparation for Lifelong Learning, World of Work, Citizenship	n/a	Transition Rate (6.Yr)	n/a	n/a	n/a	57.9	59.4	59.3	n/a	n/a	n/a
		Work Preparation	78.9	83.2	76.2	82.7	82.6	81.9	High	Maintained	Good
		Citizenship	82.9	82.0	86.7	83.7	83.9	83.6	Very High	Maintained	Excellent
Parental Involvement	Good	Parental Involvement	80.3	78.9	83.8	81.2	80.9	80.7	High	Maintained	Good
Continuous Improvement	Excellent	School Improvement	87.8	81.5	90.8	81.4	81.2	80.2	Very High	Maintained	Excellent

Notes:

1. Data values have been suppressed where the number of respondents/students is fewer than 6. Suppression is marked with an asterisk (*).
2. Overall evaluations can only be calculated if both improvement and achievement evaluations are available.
3. Results for the ACOL measures are available in the detailed report: see "ACOL Measures" in the Table of Contents.
4. Survey results for the province and school authorities were impacted by the changes in the number of students responding to the survey through the introduction of the OurSCHOOL/TFM (Tell Them From Me) survey in 2014.
5. Aggregated PAT results are based upon a weighted average of percent meeting standards (Acceptable, Excellence). The weights are the number of students enrolled in each course. Courses included: English Language Arts (Grades 6, 9, 9 KAE), Science (Grades 6, 9, 9 KAE), Social Studies (Grades 6, 9, 9 KAE).
6. Participation in Provincial Achievement Tests was impacted by the flooding in June 2013 (Grade 9 only) and by the fires in May to June 2016. Caution should be used when interpreting trends over time for the province and those school authorities affected by these events.
7. Aggregated Diploma results are a weighted average of percent meeting standards (Acceptable, Excellence) on Diploma Examinations. The weights are the number of students writing the Diploma Examination for each course. Courses included: English Language Arts 30-1, English Language Arts 30-2, French Language Arts 30-1, Français 30, Chemistry 30, Physics 30, Biology 30, Science 30, Social Studies 30-1, Social Studies 30-2.
8. Participation in Diploma Examinations was impacted by the flooding in June 2013 and by the fires in May to June 2016. Caution should be used when interpreting trends over time for the province and those school authorities affected by these events.
9. Weighting of school-awarded marks in diploma courses increased from 80% to 70% in the 2015/2016 school year. Caution should be used when interpreting trends over time.
10. Due to the change from previous data source systems to Provincial Approach to Student Information (PAS), Rutherford Scholarship Eligibility Rate results prior to 2015 are not available.