

**Westboro School Council
Meeting Minutes
December 6, 2018**

Welcome and Introductions:

Called to order 6:33 pm (Krystal Gibson).

Present:

Janeen Bielby, Karry Biri, Matthew Bissett, Amy Churchill, Krystal Gibson, David Hay, Janelle Hay, Annette Hubick, Debbie Klita, Mike Lastiwka, Kim Scott, Jacquie Surgenor, Chantel Werner

Approval of Agenda:

The agenda was amended to add “Results Review” as item 4.c) and to renumber “Open Questions” as item 4.d). The amended agenda was approved by consensus.

Approval of Minutes from Previous Meeting:

Jacquie Surgenor moves to accept the minutes from November 1, 2018, Matthew Bissett 2nd. The minutes were approved by consensus.

New Business:

A.) Logos Report

Janeen Bielby presented the Elk Island Logos Society report.

- The Christmas staff luncheon happened on November 30th. The perogies were very popular!
- The next Logos Society meeting is scheduled for Tuesday, January 8, 2019, at Brentwood Elementary School library starting at 7pm.

B.) COSC (Committee of School Councils) Report

Jacquie Surgenor presented the following report.

The focus at the November 7th meeting was on 2 presentations.

1) Elk Island Public Schools (EIPS) Results Review

The superintendent, Mark Liguori, walked the group through how to read results. The main package principals receive is about 120 pages and if parents are interested, they can ask for a copy of the full results. A few key areas were highlighted:

- For diploma exams, it will break down the percentage of students who achieved A, B, C or F by gender for their school awarded mark and for the diploma exam mark. When there are large differences in the percentage of students who either get an A as a school awarded mark versus the diploma

exam (or an F), then it's something to pay attention to. In one example, only 2.8% of males received an F as a school awarded mark, but 25.9% received an F on the diploma.

- It is important to look at the number of students writing Provincial Achievement Tests (PATs) or diploma exams as well as the number of respondents for the accountability survey. For example, if there are only 5 parent responses, it can make the results difficult to interpret.
- On the overall summary sheet (the one principals often show with all the colors), it is important to look at the standards Alberta Education sets for the levels of achievement, improvement and overall as sometimes the difference between Very High and High might be 0.1%.
- For students writing the grade 9 PATs, looking at the Prior Level of Achievement Report will predict the marks students should get on the grade 9 PATs based on their grade 6 PATs marks (look at the difference - want an equal or plus).
- Results reviews for each school are held in November and presentations are open to parents.

2) STAR / MIPI

The Associate Superintendent, Sandra Stoddard, discussed these two benchmark exams and shared:

- The STAR is an adaptive reading exam, meaning it will get harder or easier depending on how students answer the questions. It is given at the beginning and end of the year and they want to see 1 years growth on it. Some schools will do it more often. It is a screening tool and teachers will triangulate the data to help determine who needs intervention. Parents can ask for the results, although they often prefer to give them as part of a conversation to ensure they are understood.
- The MIPI is a math exam developed by Edmonton Public Schools and is based on last years curriculum so it is only given at the beginning of the year. Since it tests knowledge students should have, anyone receiving less than 65% requires intervention.

There is a PowerPoint presentation about both exams that can be shared and will be brought forward to a future Westboro School Council meeting.

The next "Saffron Cyber Second" was shared and will be in the Westboro December school newsletter (<http://westboroelementary.ca/newsletters>).

There was also an Alberta School Councils Association (ASCA) update.

- The Minister of Education came to the last board meeting and the board members were able to ask him questions. Some questions were about success at high school, inclusion, transportation and whether there was a plan to

develop quality standards for Educational Assistants. (New quality standards for teachers, administrators and system administrators are going to come into effect September 2019).

- Jacquie was able to ask the Minister privately about the status of Sherwood Heights Junior High School. He indicated they are now looking at it as a replacement school, not as a modernization as they previously indicated.

More information on COSC and their monthly meetings can be found at:

<https://www.eips.ca/parents/committee-of-school-councils-cosc>.

C.) Results Review

Jacquie attended the meeting for Westboro's results review last week. Multiple school results are reviewed during these types of meetings which also facilitates a great exchange of ideas.

D.) Open Questions

It was asked if AMA patrollers could have more adult supervision, especially for the students new to the program. Chantel will continue to coach the patrollers and schedule regular monthly meetings.

School Report:

A.) Principal's Report

Mike Lastiwka followed up on 2 items discussed previously at school council meetings.

- Morning snacks will no longer be taken onto the playground and will be eaten inside classrooms.
- Colorful identifying pinnies for Division 1 student fieldtrips can be purchased on-line. To purchase 4 classroom sets of pinnies would cost approximately \$750 + tax. The idea of cost-sharing the purchase between the school and Westboro Parents Group will be discussed at a future meeting.

Mike shared a discussion from the staff meeting about building school community and pride in being a Westboro Warrior.

Mike then demonstrated the My Blueprint website and showed an example of an All About Me portfolio being used by one of our students.

B.) Teacher's Report

David Hay presented information on the concept of math mindsets.

To learn more about the concept, Jo Boaler's website has videos for both parents and students (<https://www.youcubed.org/>).

C.) Trustee Report

Annette Hubick shared the following report.

Pre-enrollment/Re-registration Process, Timing

- In review of last year's pre-enrolment process, feedback was gathered and used to refine the 2018-19 school year process. One area of feedback received was the title pre-enrolment was confusing to parents wanting to identify their intentions for a school for their child for the next school year. As such, it was decided to change the name to a **re-registration** process for the purpose of clarity.
- The re-registration process and the pre-enrolment process of kindergarten and new students to the division will occur throughout the month of February enabling pre-enrolment data to support budget allocation decisions.

Kindergarten Schedule Change

Beginning in the 2019/20 school year, Kindergarten schedule will follow a Monday/Wednesday & Tuesday/Thursday with alternating Fridays schedule. This change is primarily in response to parent concerns.

Fall Budget

The 2018-19 budget was approved at the November 22 board meeting with an operating deficit of \$3.97 million, to be offset by operating reserves, reducing our Division Unallocated Reserves to \$4.26 million or 2.1% of operating expenses. Note: EIPS's minimum level is 2% of the budget, or approximately \$4 million.

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Funding dominated the discussion. For example:

- Unpredictable funding (e.g. Classroom Improvement Fund creates new expectations but we only know year to year).
- 10 funds have been cut since 2008.
- Large Initiatives like the new K-4 curriculum with no financial supports.
- Mental and physical health costs that have been downloaded onto the education system.
- Plant Operations & Maintenance funds – e.g., we've added two schools to address enrolment pressures; however, because funding is based per student, we have less funds per building.

Andrew Consultation

- On November 22, the division hosted a community consultation in Andrew to discuss high school programming. Approximately 40 community members attended. Prior to this event, there were separate sessions with staff, students and community leaders.
- Over the past year, the board and administration have been discussing high school programming at Andrew School. We're concerned that, due to enrollment numbers, students in grades 10 to 12 don't have access to the same variety of courses and the same high school experience as students attending other senior highs in the division.
 - Right now, there are seven students in Grade 10; six students in Grade 11; and six students in Grade 12.

- We wanted to clearly understand what students, parents and residents of the area consider most important about a senior high education, and to get their input about how to best address the challenges we're facing. They may not share our concerns or offer solutions that work best for them.
- Although Andrew is not in Sherwood Park, I'm sharing this as an example of EIPS's commitment to public engagement. The next step is to go back to hold another community event in the latter part of February to present options of how to address the issues.

Results Review

November is a very busy and important month as this is when the board conducts Results Reviews -- an important function of our role as trustees to hold the division accountable for working toward the division's goals and priorities in a fiscally responsible manner.

- Central Office (each department, over 2 days)
- Superintendent (full day)
- Division – AERR (Thursday's board meeting)
- Schools (3 days)

These meetings offer an opportunity to celebrate successes, share challenges and demonstrate that strategies are in place to address issues of concern. And, although these meetings serve an important accountability function and help inform the board's advocacy efforts, perhaps most important is the opportunity for school leaders to leverage the collective wisdom of their peers, to learn from each other's successes and innovations as well as strategies to overcome challenges. I encourage you to read and revisit your school's annual report and education plans and ask questions of your administration throughout the year.

Transportation Funding

Although a formal announcement has not been made, Rick Grebenstein, Manager of Transportation Services at Alberta Education, announced at the Student Transportation Association of Alberta (STAA) supervisor's meeting in late October that after a thorough review, the government has decided not to adjust the funding criteria and that a formal announcement would be released by the end of October. To date, there has been no announcement from the Minister.

Transportation Regulation Challenges

Here is an example of regulations imposed that, while perhaps introduced with good intentions, have unintended negative consequences to school boards.

1. S-Endorsement Program

- The S-Endorsement is currently mandated by the provincial government for all school bus drivers.
- Effective March 2019, all class 4 drivers, which include any staff or volunteers operating our multi-function buses (the "white buses") to transport students on fieldtrips, to complete the S-Endorsement program. The program consists of 16 hours of in-class instruction and an additional two hours for a road test.
- This could have a significant impact on programming and extracurricular activities. Schools will also have to pay for release time for these staff to take the training.

2. MELT (Mandatory Entry Level Training)

- Alberta Transportation has released MELT program which will take effect March 2019. This program will be mandatory for all class 1 and class 2 operators across Alberta.
- While the curriculum has not been released, we have been informed that it will be 60 hours in length.
- This will impact school districts both financially and in the retention of bus drivers. School districts will be responsible to train bus drivers both in the MELT and S-Endorsement programs by either using internal staff/resources or contracting a third party such as a driving school.
- The STAA was advised that no additional funding will be provided to support this initiative. Early estimate is that this regulation will cost EIPS \$85,000 this year.

Caregiver Series – Winter 2019 Sessions (January to April)

Sherwood Park locations:

Promoting Success in Learning by Building Executive Functioning Skills

Date: Wednesday, January 23, 2019

Time: 6:00 - 7:30 pm

Location: New Horizons School, Sherwood Park

Pre-register: <https://www.surveymonkey.com/r/ExecutiveFunctioningWinter2019>

*This session is for adults only. Other dates are available around the Edmonton area.

Sleeping Your Way to Better Mental Health

Date: Tuesday, February 12, 2019

Time: 6:00 - 7:30 pm

Location: Archbishop Jordan High School, Sherwood Park

Pre-register: <https://www.surveymonkey.com/r/SleepWinter2019>

*This session is for adults only. Other dates are available around the Edmonton area.

Test Anxiety: Strategies for Success

Date: Wednesday, April 17, 2019

Time: 6:00 - 7:30 pm

Location: Salisbury Composite High School, Sherwood Park

Pre-register: <https://www.surveymonkey.com/r/TestAnxietyWinter2019>

*Parents and teens (Gr. 7-12) attend together. Other dates are available around the Edmonton area.

Other sessions offered at locations in Edmonton and surrounding areas:

[Technology and the Teenage Brain](#) *Parents and teens Gr. 7-12 are encouraged to attend together

[Breaking the Cycle of Anxiety: A Step by Step Approach](#)

[Keeping Scattered Kids on Track: Supporting Children and Adolescents with ADHD](#)

[Supporting Self-Regulation in Elementary School Children](#)

[Mindfulness: Benefits for the Whole Family](#)

[More than Just a Bad Day: Understanding and Supporting Students with Depression and Self-Injury](#)

Next Meeting Date: Thursday, January 17, 2019 at 6:30 pm

Adjournment: Karry Biri moves to adjourn at 7:57 pm.

DRAFT