

**Westboro School Council
Meeting Minutes
January 18, 2017**

Welcome and Introductions:

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

Present:

Colleen Alpern, Matthew Bissett, Trina Boymook, Amy Churchill, Jeff Dickey, Krystal Gibson, Leah Hesson, Sandra Hryhynchuk, Debbie Klita, Matt Matheson, Rachel Milne, Jacquie Surgenor, Heather Wieler, Jennifer Wolfe

Approval of Agenda:

The agenda was amended to change the order of Item 5(a) Trustee Report to 4(a), to add Curriculum Redesign as Item 4(b) and to renumber the remainder of the agenda. Heather Wieler moves to approve the amended agenda, Matthew Bissett 2nd. All in favour: “Yes.”

Approval of Minutes from Previous Meeting:

Heather Wieler moves to accept the minutes from November 24, 2016, Amy Churchill 2nd. All in favour: “Yes.”

New Business:

A.) Trustee Report

Trina Boymook presented her report.

The Sherwood Park Boundary Review in November resulted in 1105 surveys being completed. Results were reviewed by the Board on January 12. Open houses to review and provide feedback on three Boundary Options will be held on February 8 and February 16 from 5:00-7:30pm (childcare will be available). The boundary changes impact those students living north of Baseline Road and east of Sherwood Drive. Schools impacted by the review are Lakeland Ridge, Woodbridge Farms Elementary, Millshaven Elementary, Pine Street Elementary, Clover Bar Junior High and Sherwood Heights Junior High. Information shared at the open houses will also be available on the EIPS website with parents able to provide their feedback on-line.

At the December 15, 2016, Board meeting, a motion was approved to consider the possible closure of Ministik School. Information on the regulations that guide this process is posted on the EIPS website as well as a link to “Board Policy 15, Program Reduction and School Closure”. This section of the website will be kept current with the latest information available. EIPS will be hosting 2 public consultations on February 7 and February 15 at Ministik

School starting at 6:30pm (doors open at 6pm and free childcare will be available on site).

The boundary exemption process will begin February 1. Students who are seeking a boundary exemption for the 2017-2018 school year will need to submit their application by April 7. Please refer to the EIPS website for a list of schools that will have closed boundaries or specific closed grades.

MLA Jessica Littlewood hosted a round table discussion with the Minister of Finance today in Vegreville which Trina attended on behalf of the Board. The round table was part of a pre-budget consultation for the 2017-2018 budget which is expected to come out in March. No new spending is expected. Education remains a priority. The minister wanted to discuss what school boards see as challenges and hear thoughts on possible efficiencies the government could undertake to bring the province back to balance.

EIPS has an on-line parent survey occurring during the month of January. Parents are invited to complete the short survey about your experience with your student's school and division.

The scheduling of Provincial Achievement Tests (PATs) will be done differently in 2018. Instead of writing a specific test on a specific date, the province will be allowing schools to schedule tests within a window of time.

It was asked if carbon tax exemptions and rebates were mentioned by the finance minister. Trina said no information has yet to be provided but may come out when the budget is presented.

A request was made for the next EIPS Parent Survey to have the option to explain or comment when "disagree" is selected. Trina said she will take the request to the Board.

B.) Curriculum Redesign

Jacquie Surgenor attended a Alberta School Council Association board meeting this past weekend at which they were able to give extensive feedback directly to Paul Lamoureux from Alberta Education about the provincial curriculum redesign. Jacquie shared some of the key feedback points that she compiled after the Survey Session in November. He was very receptive to all our feedback and hopes to fix some of the challenges they faced with that process. He clearly indicated that no one in government has intentions of cutting out parents.

C.) Logos Report

Rachel Milne shared that this is a year of fundraising for the Logos Society. The next one being considered is a pizza sale and Jennifer Wolfe, fundraiser coordinator, is researching it. The December staff luncheon went well. Next chapel is scheduled for Tuesday, January 24 at 1:00pm.

D.) COSC (Committee of School Councils) Report

Jacquie shared her report.

The January 11th meeting focused on 3 main topics.

1. STAR 360 and Math Intervention Programming Instrument (MIPI) – presented by Superintendent Mark Liguori

These are both standardized assessment tests and align with Board “Priority 1, Goal 2: More students achieve a minimum of one year’s growth in literacy and numeracy”.

STAR 360 is a reading assessment tool to measure comprehension and students in grades 2-12 write it in September, then again at the end of the year. Grade 1 students write it in February and again at the end of the year. Ideally, they want to see one year’s growth in literacy. The MIPI is a numeracy assessment which was administered in September to grades 2-10 and is based on the previous year’s math outcomes.

Both assessments are used at a classroom level so teachers can see individually, and as a class, where students are struggling and can then design intervention and support. The results are being used at a division level to see where they need to change focus and teaching. For example, if results are consistently lower on one outcome, they will look at how to teach it in different ways. EIPS wanted this data as they felt that waiting until grade 6 for the PAT results wasn’t timely enough. They will use these 2 assessment tests to analyze how they are doing as a district and to help inform teaching.

It was mentioned that results can be off and suggested looking at three components which should be consistent: assessment results, evidence you have as a parent about how your child is doing and how they are doing in school/what the teacher thinks. If one of these components is off, then it should start a conversation with the teacher.

2. Nutrition – See section 4(e) for details.

3. Parental Engagement Framework – This was developed as part of the District Education plan 6 or 7 years ago. In 2013, it was also adopted as part of the results review document so it was revisited at this meeting. There is still great information in it which is still relevant and it was decided to summarize it, then create a toolkit which can be shared with school council chairs. The vision is for a principal to have a stock email with links and information s/he can send when a new school council chair is elected to help ease them into their responsibilities.

One of the best parts of the framework talks about levels of engagement and how it is important to all be on the same page about what level being used. The four levels of parental engagement are:

- a. **Inform** - To provide parents with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions (e.g. websites, fact sheets).
- b. **Consult** - To obtain parent feedback on analysis, alternatives and/or decisions (e.g. focus groups, surveys).
- c. **Involve** - To work directly with parents throughout a process to ensure that parent concerns and aspirations are consistently understood and considered (e.g. workshops, deliberative polling).
- d. **Collaborate** - To partner with parents in each aspect of the decision making including the development of alternatives and the identification of the preferred solution (e.g. citizen advisory committees, consensus building).

The Alberta Teachers' Association Local President shared information about a Parent Night happening as part of Teacher's Convention on Thursday, February 9th at Festival Place starting at 7pm. They are bringing in Amber MacArthur to talk about "Cybersecurity & The Next Generation: 10 Steps to Privacy, Safety & Citizenship". Cost is \$10.00 and can be purchased on-line at <https://www.eventbrite.ca/e/nctca-2017-parent-night-tickets-28846537771>.

E.) Nutrition AP Feedback Follow-up

Feedback from discussions of EIPS Administrative Procedure (AP) 164 "Nutrition" has been submitted to Tracy Muth, EIPS Director of Inclusive Learning Special Needs. Common themes included:

- Elementary hot lunch is chosen by parents and so should fall in the same category as what parents send in their lunches.
- Concern around an increased cost for hot lunch.
- Confusion around the referenced guideline and whether the 100% Choose Most Often foods applied to elementary school level or not.

- Whole school events, such as pancake breakfast and welcome back BBQ, and whether we could continue to host and serve those foods listed in the guidelines.
- If we offer a healthy alternative, can we also offer a non-healthy alternative (e.g. If we offer whole wheat, can we offer white bread or is it only whole wheat? If we offer a veggie plate, can we offer a cookie, too?).
- Teaching kids moderation is more valuable than abstinence.
- How this will affect food schools have for kids who come without breakfast and lunch as those shelf-stable foods tend not to be from the Choose Most Often list.

A representative from Alberta Health Services (AHS) attended the meeting and shared that in Fort McMurray (not sure if it was just one school or the whole district), they have a birthday book instead of birthday cupcakes. A parent buys a book, wraps it up and sends it to school. The child opens it, reads it with the class, then donates the book to either the classroom or the library.

The AHS representative said they have worked with vendors in different areas to create food which meets the guidelines as many don't due to salt and sugar content. Also, they will be forming a working group of parents to go through the issues and amend the policy so it will work for the division and parents. She mentioned they don't want to be the food police; a lot of the AP is aspirational and what we want to work towards.

It was asked how long it would take to work through all the issues the feedback has identified. The planned implementation date for this policy is September 2017.

AP 164 "Nutrition" can be viewed at:

<http://www.eips.ca/about-us/administrative-procedures/164>

AP 164 "Appendix B, Frequently Asked Questions" can be viewed at:

<http://www.eips.ca/schools/healthy-schools/nutrition>

The supporting provincial document "Alberta Nutrition Guidelines for Children and Youth, 2012" can be viewed at:

<http://www.health.alberta.ca/documents/Nutrition-Guidelines-AB-Children-Youth.pdf>

F.) Alberta Education Accountability Survey

This is an annual survey targeting all teachers, students and parents of students in grades 4, 7 and 10. Parents will receive a package in the mail to fill in and

return directly to Alberta Education. Results are compiled at both a school and division level and will be available in the fall of 2017. Last year, Westboro had only 7 surveys completed and we are looking to increase that number so results are more valid and meaningful for our school administration to consider and act upon.

Colleen reviewed the survey questions and clarified some that are typically confusing to parents when responding for a grade 4 student. She suggests to keep in mind the basic skills they have at this age when answering the questions about high school level learning. The school will also be communicating information to parents of grade 4 students about the survey via e-mail, a synovoice message, school newsletter and agenda notes. Parents are also welcome to contact the school office with further questions or concerns.

Information about the survey can be found at:

<https://education.alberta.ca/accountability-pillar/surveys/everyone/accountability-pillar-survey-overview/>

G.) EIPS Parent Survey

This month, EIPS is running their annual on-line Parent Survey for all families to share their feedback on the overall performance of the division and their school, the quality of education being provided to students and areas for improvement. If you have multiple children in multiple grades and/or schools, you can respond to the survey more than once (i.e. for each student).

The survey is open until Tuesday, January 31 and can be found at:

<https://www.eips.ca/>

H.) Open Questions

There were no open questions.

School Report:

A.) Principal's Report

Colleen Alpern shared the following report.

Activities and events in our school over the past two months

- Results review meeting
- Christmas concert
- Christmas caroling
- Pancake breakfast
- Installation of 2 TV monitors
- Library furniture replacement

- Kindergarten registration (9 in regular, 10 in Logos since registration opened on January 16)

Activities and events coming up

- Live video announcements
- Logos chapel on January 24
- Grade 6 Penny Carnival on January 27
- Alberta Opera presents “Hansel and Gretel” on January 30
- Elder Wilson on May 2nd
- 2017 will have an off-site Christmas concert. Date will be announced once it has been scheduled.

Next Meeting Date: February 16, 2017 at 1:00 pm

Adjournment: Krystal Gibson moves to adjourn at 7:43 pm.