



Unratified

# Meeting Minutes

Central Office Boardroom, Sherwood Park

Nov. 4, 2015

7 p.m.

## In Attendance:

Jacquie Surgenor, Sherwood Heights Junior High &  
Westboro Elementary

### chair

Sally Navis, Strathcona Christian Academy Secondary

### vice-chair

Jaime Burghardt, Mundare School

Chuck Clubine, Ministik School

Laura Comfort, F.R. Haythorne Junior High

Lynn Coates, Ministik School

Tracey Cyca, École Campbelltown

Dwight Dibben, Lakeland Ridge

JP Grebenc, École Élémentaire Ardrossan  
Elementary

Kathy Gunderson, Ardrossan Junior Senior High

Crystal Hudson, Win Ferguson Elementary

Tarrin Nault, Pine Street Elementary

Heidi Peters, Strathcona Christian Academy  
Elementary

Krista Scott, Fultonvale Elementary Junior High

Sandy Stor, Bev Facey Community High

Deb Barron, director of Learning Supports

Trina Boymook, board chair

Corrie Fletcher Naylor, communications specialist

Lynne Kaiser, member of Alberta School Councils'  
Association

Lynn Johnston, president, Alberta Teachers'  
Association Local

Mark Liguori, superintendent

Barb McNeill, trustee

Jim Seutter, trustee

Harvey Stadnick, trustee

Eileen Zimmerman, associate superintendent

## Welcome

Jacquie Surgenor, the COSC chair, called the meeting to order at 7 p.m. Roundtable introductions followed.

## Additions to the Agenda

Jacquie Surgenor asked if there were any additions to the Nov. 4, 2015 agenda.

- Lynne Kaiser asked for a Saffron workshop to be added and Sally Navis asked for Internet filtering to be added. The following amendments were made to the agenda:
- **New Business**
  - e. Saffron Internet Awareness Workshop
  - f. Internet Filtering

**Motion:** To accept the Nov. 4, 2015 agenda as amended.

Moved: Krista Scott

Seconded: Lynn Coates

**Motion Carried**

## **Approval of the Oct. 7, 2015 Minutes**

Jacque Surgenor asked if there were any changes to the minutes from the Oct. 7, 2015 meeting.

- No changes were made.

**Motion:** To accept the Oct. 7, 2015 minutes as is.

Moved: Jamie Burghardt

Seconded: Tracey Cyca

**Motion Carried**

## **Election of Secretary**

Jacque Surgenor informed members the secretary acclaimed at the last COSC meeting stepped down for personal reasons. She asked if there were any volunteers for the position. No one volunteered. Chuck Clubine volunteered to take minutes for the remainder of the Nov. 4, 2015 meeting but couldn't commit to regular attendance or future minutes. Volunteers for the position of secretary will remain a recurring item on the agenda until one is found.

## **Board Report: Presented by Trina Boymook, board chair, EIPS**

Trina Boymook presented the Board Report. Highlights include:

- The Board and Superintendent Mark Liguori participated in a Board Retreat from October 8-9. At the retreat, trustees discussed the Division's priorities and advocacy plan, developed the Board's work plan, and discussed school fees. The Board also discussed revising its *Policy 19, Respectful, working, and learning environments*. Throughout the year it will seek the community's input through a student conference, meetings with the Chambers of Commerce, and parent engagement sessions—including one at COSC in February.
  - Question from floor: Why are school fees being reviewed?
  - Response: The Board is reviewing fees and reviewing the collection process. The province has discussed reducing school fees. Eliminating fees now would have a negative impact on the Division's budget. That said, the Board recently attended two pre-budget presentations and education was highlighted as a priority for the provincial government.
- On October 16, trustees attended the Mundare Grand Opening Ceremony.
- On October 26, Board Chair Boymook met with Strathcona County for its quarterly meeting. Topics discussed included: school zone times, capital projects, and the joint-use agreement.
- The Board sent a letter to Strathcona County to address safety concerns at Strathcona Christian Academy Elementary.
- Elk Island Public Schools (EIPS) will give a joint presentation with Elk Island Catholic Schools to advocate for all-day school zone times. Currently, school zones in Strathcona County are in effect from 8 a.m. to 9:30 a.m., 11:30 a.m. to 1:30 p.m., and 3 p.m. to 4:30 p.m. For many schools, these times don't meet their needs.
- On October 27, the provincial budget was tabled. The commitments the government made in May 2015 were kept and no changes were made to those commitments. The announcement also included the following commitment for the 2016–2017 school year: \$20 million for a nutrition program and \$45 million for school-fee reductions.

- Throughout the month of November, trustees will be participating the Division's Results Review Process with schools and departments. School Council members are invited to attend.
- The next Board meeting is November 26. The Board will discuss the Annual Education Results Report, Audited Financial Statements, and the 2015–2016 fall budget.

## **ATA Report: Presented by Lynn Johnston, president, Alberta Teachers' Association Local No. 28**

Lynn Johnston gave the ATA Report. Highlights include:

- The Alberta Teachers' Association (ATA) has a public relations campaign currently communicating the programs and services it offers. More information about what the organization does can be found at [www.teachers.ab.ca](http://www.teachers.ab.ca).
- The ATA has a longstanding partnership with Canwetalk.ca and together are working to raise awareness about the mental health of children and youth. Workshops and webinars are part of the process to disseminate awareness.
- National Bullying Awareness Week 2015 takes place November 15-21. The ATA will have resources available for teachers regarding what they can do in the classroom to raise awareness.

## **Best Practices Discussion: Presented by Jacquie Surgenor, COSC chair**

- Jacquie Surgenor shared Westboro Elementary School Council's Communication Protocol. The manual outlines expectations regarding communication and the role and responsibilities of parents. The manual is used to manage the school's Facebook page, which is overseen by the School Council. The protocol outlines how to use Facebook and acceptable postings.
  - Question from the floor: Do staff have access to the Facebook page?
  - Response: Yes.
- Krista Scott shared Fultonvale Elementary Junior High School Council's practice of adding the procedures to the council's bylaws and allowing it to have appendices and protocols added.

## **For Information**

### **Playground Versus School Zone: Presented by Jacquie Surgenor, COSC chair**

Jacquie Surgenor discussed the different time zones in effect for a playground zone and school zone (this was a question asked at the last COSC meeting). In Strathcona County, playground hours are from 8:30 a.m. to an hour after sunset. School zone hours are 8 a.m. to 9:30 a.m., 11:30 a.m. to 1:30 p.m., and 3 p.m. to 4:30 p.m. Any zone with a school is a school zone; others are playground zones.

### **EIPS Parent Survey: Presented by Eileen Zimmerman, associate superintendent, EIPS**

Eileen Zimmerman discussed the EIPS Parent Survey the Division's currently conducting. Highlights include:

- The EIPS Parent Survey is an important part of the communication process.
- Annually the Division conducts the Accountability Pillar Survey, which focuses on students, parents, and teachers in grades 4, 7, and 10.
- The EIPS Parent Survey is available to all parents, takes approximately three minutes, and is open until November 24.

- Information gathered by the survey will be shared with the Board in January.
  - Question from floor: What if you have more than one child, the survey is just for one child?
  - Response: At the end of survey you can complete another survey for each child.

**Great Kids Awards: Presented by Eileen Zimmerman, associate superintendent, EIPS**

Nominations are now open for the Great Kids Awards. Children between the ages of five and 18 can be nominated for the award. Nominations must be received by November 27 at 4 p.m. to [www.humanservices.alberta.ca/department/great-kids-award.html](http://www.humanservices.alberta.ca/department/great-kids-award.html). For additional information, call 780-415-8150 or email [HS.greatkids@gov.ab.ca](mailto:HS.greatkids@gov.ab.ca).

**Excellence in Teaching Awards: Presented by Eileen Zimmerman, associate superintendent, EIPS**

The Excellence in Teaching Awards program is currently on hold. The government is redesigning the program and will be providing new time lines when available.

- Question from floor: Will this take place this year?
- Response: This is all the information we have received to date. More information will be presented as it's available.

**Fort Saskatchewan Boundary Review Process: Presented by Mark Liguori, superintendent, EIPS**

Superintendent Liguori shared the details on the Fort Saskatchewan Boundary Review process and the new K-9 school planned for 2017 in Fort Saskatchewan. Highlights include:

- EIPS has contracted Stantec Consulting Ltd., a third-party consultant, to assist with gathering data and the public consultations.
- Public consultations will be held on November 19 and November 25 at Rudolph Hennig Junior High in Fort Saskatchewan from 4:30 p.m. to 8 p.m.
- The format will be an open-house style.
- A formal presentation will be held at 6 p.m.
- Superintendent Liguori encouraged all interested to participate.
- After the consultations process, information will be brought to the Board for next steps.
  - Questions from the floor: Does this review impact any other areas in the division?
  - Response: Only Fort Saskatchewan.
  - Question from the floor: Will child care be provided?
  - Response: Yes.

**Saffron Presentation: Presented by Lynne Kaiser, Alberta School Councils' Association**

Lynne Kaiser shared for information a pilot being tested by Saffron called #ofcellphonesandselfies, which is an Internet awareness workshop for parents. The presentation is free and will be held on November 21 at the Trinity Baptist Church from 9 a.m. to 12 p.m. Additional information can be found on Saffron's Facebook page.

- Questions from the floor: How is the presentation different from the Cyber World presentation that was not a free event?
- Response: You bring your smartphone and get a behind-the-scenes look at the information you don't necessarily see on the smartphone screen.
- Question from the floor: Who is presenting?
- Response: Deborah Watson and Julie Parr.

### **Internet Filtering: Presented by Sally Navis, Strathcona Christian Academy Secondary**

Sally Navis discussed a recent meeting, with principals and administrators, regarding ways to increase Internet speed and bandwidth at schools. She said Internet filtering was mentioned, but that it will likely not be reduced.

- Question from the floor: My understanding is information was going to be presented to parents and then further conversation would take place.
- Response: Superintendent Liguori apologized for any miscommunication or misunderstandings. He then clarified the process and concerns. Principals, administrators, IT professionals, and contactors from other jurisdictions are discussing how to best deal with the issue of speed and bandwidth. Many options are being discussed—filtering-reduction is one of many solutions being looked at. Filtering, however, will never be completely open and if it's a direction that's decided on, it will always have restrictions. The Division is continuing to look at solutions—with the proper consultation and all the schools represented—to ensure digital responsibility. When a decision is made, it will be communicated to the school community.

### **New Business**

#### **New Report Card Update: Presented by Deb Barron, director of Learning Supports, EIPS**

Deb Barron discussed the new elementary report cards the Division is currently piloting. Highlights include:

- A sample report card was presented to COSC members.
- Deb described the report cards as an “invitation to a conversation” between teachers and parents, and the new report cards are much more succinct than the current eLuminate report cards.
- She looks forward to hearing the feedback from families.
- The full presentation can be viewed by visiting [www.bit.ly/CSLParents](http://www.bit.ly/CSLParents).
  - Question from floor: Will exemplars be part of the product?
  - Response: Not at this time, while it would be great to have exemplars and a learning wall, the budget for this phase of the report cards is complete.
  - Question from the floor: How flexible is the system? Is it evaluated annually?
  - Response: The purpose of the pilot is to make change where needed but there will likely be no changes until the end of the third term. At that time, the entire solution will be evaluated.
  - Question from the floor: Are historical grades going to be available?
  - Response: Yes. But, this is for elementary schools. PowerSchool will have all information available and historical grades for junior high grades. Mypass (Alberta Education) will have all transcripts available for senior high grades.

#### **Results Review Process: Presented by Mark Liguori, superintendent, EIPS**

Mark Liguori discussed the Division's upcoming Results Review process. Highlights include:

- The Results Review process is a series of public sessions to identify key outcomes and accomplishments, emerging trends and issues, and strategies being used within the Division.
- Throughout the month of November, schools and departments will be sharing their individual results, education plans, successes, and challenges with the Board of Trustees and school communities.
- He encouraged School Council members to attend these.
- Superintendent Liguori also shared the results from the Accountability Pillar Survey, which is a provincial survey conducted with students in grades 4, 7, and 10; their parents; and teachers.

- The survey offers the Division feedback on the quality of education its students are receiving and taking part in.
- Generally, EIPS has shown improvement over the course of three years.
- Superintendent Liguori encouraged anyone who has questions regarding the survey data to contact him or Eileen Zimmerman. They can time to answer any questions.
  - Question from the floor: If you have a specific category you have concerns with, as a parent, how can you get more detail and understanding?
  - Response: We can separate the data and discuss it in detail.
  - Question from the floor: For the Safe and Caring Schools category on the Accountability survey, there's sometimes a discrepancy from what the students suggest is happening at the school and what teachers and principals say is happening. What can we do in this situation?
  - Response: Suggest having at a Speakout event, moderated by a neutral party, with parents, teachers, and students.

### **School Council Sharing**

At this time, COSC members feel they are not prepared to submit an issue resolution for the 2016 Alberta School Councils' Association (ASCA) General Meeting. Members will look at possible topics in the new year for the 2017 ASCA General Meeting. Possibilities include:

- All-day school zones
- Speed limits on primary and secondary highways

Meeting adjourned at 9 p.m.

The next COSC meeting is Wednesday, Jan. 6, 2016 at 7 p.m. The meeting will be held in the Boardroom at Central Office in Sherwood Park.