



# Meeting Minutes

Central Office Boardroom, Sherwood Park

Oct. 3, 2018

7 p.m.

## In Attendance:

**Chair:** Jacquie Surgenor, Salisbury Composite High & Sherwood Heights Junior High

**Vice-chair:** Krista Scott, Bev Facey Community High & Fultonvale Elementary Junior High

**Secretary:** Lesley Bowman, Pine Street Elementary

### School Council Members

Ken Allan, A.L. Horton Elementary

Jackie Anderson, Ardrossan Elementary & Ardrossan Junior Senior High

Michelle Beck, Wye Elementary

Aaron Box, Strathcona Christian Academy Secondary

April Childs, Lakeland Ridge

Curtis Christopher, École Campbelltown

Michelle Dugan, Bev Facey Community High

Dawn Ferguson, Win Ferguson Elementary

Kimberley Fischbach, École Parc Élémentaire

JP Grebenc, Ardrossan Elementary & Ardrossan Junior Senior High

Ginger Hassett-Koza, Fultonvale Elementary Junior High

Sherry Jones, Mills Haven Elementary

Devon Marshall, Strathcona Christian Academy Elementary

Robyn Michaelchuk, Fort Saskatchewan Elementary

Suzanne Pickerl, Fort Saskatchewan Christian

Cindy Smith, Wye Elementary

Jaclyn Stokes, Win Ferguson Elementary

Sarah Witholt, Wye Elementary

### Board and EIPS

**Chair:** Trina Boymook

**Trustee:** Annette Hubick

**Trustee:** Don Irwin

**Trustee:** Jim Seutter

**Superintendent:** Mark Liguori

**Associate Superintendent:** Sandra Stoddard

**ATA President:** Deneen Zielke

**Director, Specialized Supports:** Tracy Muth

**Communications:** Corrie Fletcher Naylor

## Welcome

Jacquie Surgenor, a COSC member, called the meeting to order at 6:58 p.m. She opened the meeting with the Elk Island Public Schools (EIPS) [Land and Peoples Acknowledgement](#)—noting the acknowledgement is available on the EIPS website. Next, attendees participated in roundtable introductions with each person noting the school(s) they represent; their position on school council, or within EIPS; and their experience with COSC, if any.

## COSC Organizational Meeting

### a) COSC Elections: 2018-19 – presented by Jacquie Surgenor, COSC member

Surgenor called elections for the positions of chair, vice-chair, and secretary for the 2018-2019 school year.

Below are the nominations:

- Chair: Jacquie Surgenor
- Vice-Chair: Krista Scott
- Secretary: Lesley Bowman

**Motion:** To accept the nominations for the chair, vice-chair and secretary as nominated.

Moved: JP Grebenc

Seconded: Jackie Anderson

**Motion Carried**

**b) COSC Planning – presented by Jacquie Surgenor, COSC Chair-Elect**

- Surgenor presented to the group the possibility of holding a few COSC meetings in Ardrossan to potentially encourage participation from more outlying schools.
- Surgenor and Scott will reach out to Andrew School, Lamont Elementary, Lamont High and other schools in the eastern region of EIPS’ boundaries to gauge interest.
- Surgenor asked if there was any interest in adding December and June dates to the meeting schedule. It was agreed those are busy months and there was no interest in including those additional dates.

**Additions to the Agenda**

Surgenor asked if there were any additions to the Oct. 3, 2018 agenda.

- No amendments were made to the agenda.

**Motion:** To accept the Oct. 3, 2018 agenda as presented.

Moved: Ginger Hasset-Koza

Seconded: Krista Scott

**Motion Carried**

**Approval of the May 2, 2018 Minutes**

Surgenor asked if there were any changes to the minutes from the May 2, 2018 meeting.

- No changes were made.

**Motion:** To accept the May 2, 2018 minutes as circulated.

Moved: Michelle Beck

Seconded: Devon Marshall

**Motion Carried**

**COSC Sharing – presented by Jacquie Surgenor, COSC Chair-Elect**

One of the key purposes of COSC is to offer members the opportunity to share ideas and strategies. As such, Surgenor chose to move the COSC Sharing Session closer to the beginning of the agenda to ensure sufficient time for discussions. It’s important to ask these questions and bring the answers back to school councils. And, it’s part of what makes COSC meetings so valuable.

The October question was: **How does your school council celebrate and recognize your school staff?**

Members broke into four groups to discuss and share ideas and strategies about ways to celebrate school staff.

Ideas included:

- Week of potlucks, gift cards, tokens of gratitude, no formal appreciation day, meals provided during the parent-teacher interviews, fun teacher questionnaire, staff-meeting appreciation or draw and noon-supervision so staff can spend time together.

**Board Report – presented by Trina Boymook, Board Chair, EIPS**

Board Chair Trina Boymook presented the Board Report. Highlights include:

- Chair Boymook welcomed everyone back to a new school year. She also thanked members for supporting their school and EIPS through school council and COSC.
- The Board held its first Board meeting of the year on August 30. The Board approved a number of amendments to policies to address changes in senior administration positions and a request from Alberta Education to make minor language changes to *Policy 19, Welcoming, Caring, Respectful and Safe Learning and Working Environments*.

- On August 30, the Board also held its annual organizational meeting. At the meeting the Chair and Vice-Chair were elected to serve the Board of Trustees throughout the 2018-19 school year. Boymook said she's honoured to be elected chair, by acclamation, and is her sixth-consecutive year as Board Chair. Heather Wall was elected, by acclamation, Vice-Chair, and is her second-consecutive year in that role.
- The start of the 2018-19 school year was particularly special thanks to the opening of Ardrossan Elementary and Davidson Creek Elementary and the sod turning for the Wye Elementary replacement school. Each of these capital investments helps to address the Division's growth needs and issues around aging infrastructure. All three facilities will serve generations to come.
- On September 7, the Board conducted its self-evaluation.
- On September 18-19, the Board held its annual retreat in Pigeon Lake. The retreat was an opportunity for trustees to hold direction-setting discussions on a number of matters.
- Chair Boymook and Vice-Chair Wall attended the Fort Saskatchewan Value-Management Session organized by Alberta Infrastructure. The outcome of the value-management session will help inform the Board's three-year capable plan and 10-year facilities plan. Boymook thanked school council representatives for being a part of the conversation. The input received will help shape how the Division moves forward with its current facilities and new school sites to address growth.
- At the September 27 Board meeting, trustees approved:
  - the Board evaluation;
  - priorities identified in the 2018-22 Four-Year Education Plan;
  - subcommittees and representation to those committees; and
  - the trustee liaison for each EIPS school.
- According to *Policy 7, Board Operations*, "Trustees' compensation shall be adjusted September 1 annually. The methodology to be used is an average of the percent change in annual average index of Alberta CPI and the per cent change in annual average earnings Alberta AWE, not to exceed the increase given to Elk Island Public Schools classified staff and not less than zero." Because there is no increase for classified staff, the trustee remuneration will remain the same as what was budgeted for the 2018-19 school year.
- The Board is currently working on two strategic advocacy plans—education funding and autonomous school boards. In the coming year, COSC members will have the opportunity to be involved in some of this work.
- October 5 is World Teachers' Day. Chair Boymook said teachers play a critical role in nurturing a lifelong love of learning. EIPS will spend the day celebrating its teachers and how they enrich the lives of children.

**Question:**

- Can we expect a report from the Board retreat's direction-setting discussions?
  - It's not at a sharing stage yet. There were many conversations around issues that matter to parents, students and staff but these conversations aren't ready to present. The Board is working on a student policy around mobile devices.

**ATA Report – presented by Deneen Zielke, president, Alberta Teachers' Association  
Local No. 28**

Deneen Zielke presented the ATA Report. Highlights include:

- Zielke said it's good to see everyone again and hopes they had a relaxing summer. She's looking forward to being a part of the COSC group again.
- In August, Zielke attended the ATA summer conference with executive members from locals around the province. Most of the discussion and planning was focused on the upcoming provincial election—at the provincial level and the local level. The ATA needs to develop a strategy to inform and engage members in making education a priority in the election.

- Zielke had the opportunity to meet with new teachers to the Division at the EIPS Off to a Good Start orientation conference. At the event, she brought greetings from the Local and encouraged members to access the new Local website and professional learning account.
- Zielke was pleased to attend the ATA Beginning Teachers' Conference and connect with EIPS teachers. The conference is a valuable professional learning activity—past attendees vouch it helped improve their ability to avoid pitfalls and felt more successful during their first year in the classroom.
- The Local is looking forward to inducting new teachers into the profession on October 19. In total, 30 members are being inducted. Zielke also extended invitations to the Board and Superintendent Mark Liguori.

## New Business

- a) **ASCA Presentation: What is it? What does it offer members? – presented by Celeste Burdinsky, Client Services Co-ordinator, ASCA and Brandi Rai, Vice-President, ASCA**
- The presentation focused on what the Alberta School Councils' Association (ASCA) is, how it relates to school councils at the Division level and what services it provides to school councils across the province.
  - ASCA is one of five groups that work directly with Alberta Education including Alberta Teachers' Association, Alberta School Boards Association, College of Alberta School Superintendents and the Association of School Business Officials of Alberta.
  - There are seven representatives who travel around the province working with school councils and divisions to provide courses and training—about the school council purpose, tools for creating effective school councils and plans, building positive relationships with administration and parents and meeting management.
  - It also provides guidance on partnerships with school administrators and collaborating with the fundraising piece of the parent group.
  - ASCA is a collective voice for parents of students in the province of Alberta.
  - There are many internal and external committees that create a large portion of the association's advocacy work.
    - Engagement Task Force
      - a means to engage with parents between AGMs;
      - working towards meeting three times a year; and
      - assist with the work of the Resolution Committee to create a new process for getting member votes, allowing for more voices to be heard.
    - Election Task Force
      - developing strategies and guidance for school councils and parents to be heard;
      - include the parent voice in party platforms; and
      - how to empower school councils to make an issue of parent priorities.

### Questions:

- We typically have the same 12-15 parents involved, and the others often don't engage because they don't feel they have a say. How does ASCA have the same pull as the ATA or other groups?
  - We are an association of volunteers; this issue is so important to us we volunteer more than 200 hours a year to be the voice of parents.
  - The government recognizes parents are voters and their viewpoint matters.
  - The government recognizes parents are the group most closely connected to schools and students.
  - ASCA works hard to ensure messaging is strong and valuable.
  - ASCA is working on engaging more rural voters and participation.
- Where is your contact information?
  - The contact information for ASCA is on the main page of the [ASCA website](#).
- Where is education on the list of priorities for elected officials?

- If we have concerns, we have to voice them.
- It's OK to talk about politics and the impact of the upcoming election at school council meetings.
- Candidate forums seem quite political, is this something we can advocate, as a school council, to happen at our school?
  - There are limitations to electioneering on school property, with EIPS money or involving students.
  - All candidates would have to be invited.
  - One could call a candidate forum off school property.
- Can we invite our trustees or the superintendent?
  - It could be a potential liability to hold a candidate forum on school property at the request of a school council. It's best to equip parents with a list of questions to ask candidates and engage them on their positions on important education issues.

**Comment:**

- ATA members have noted elected officials report the biggest changes come from individual voters.
- We need to share opinions and ensure the parent voice is heard this election.
- Education has slipped in priority in this election cycle; parents need to send letters to their elected officials to let them know their opinions.

**For Information**

**a) ASCA Update – presented by Jacquie Surgenor, COSC Chair-Elect**

**b) Caregiver Series Update: presented by Tracy Muth, Director, Specialized Supports**

- Tracy Muth, the Director of Specialized Supports, presented an update on the [upcoming caregiver learning series](#). All the classes are free.
- The Future Fair is coming up. It's for parents of students who are transitioning from high school and require supports. The fair is geared toward parents of students between the ages of grades 9 and 12.
- Strathcona County is promoting a new opioid awareness campaign.
  - There is an event taking place at the Agora from November 5-9.
  - Some schools will take a field trip to the event.

**c) Saffron Cyber Second: presented by Jacquie Surgenor, COSC Chair-Elect**

- COSC is partnering with the Saffron Centre to create an easily digestible PDF handout for parents about different areas of cyber safety.
- There is a new one planned every month from now until the end of the school year.
- Surgenor will send these out on Facebook and through the COSC followup emails.

Meeting adjourned at **8:58** p.m.

**The next COSC meeting:**

**Date:** Wednesday, Nov. 7, 2018

**Time:** 7 p.m. to 9 p.m.

**Location:** EIPS Central Services, boardroom, Sherwood Park