

Meeting Minutes October 25,2023

6:34pm – Meeting called to order by Sarah, Introductions done.

6:40pm – Sarah Motioned to approve agenda, Brian Second

6:41pm – Trustee report:

Hope you all had a good Thanksgiving break and a good start to this year.

Our annual assurance reviews begin in late October for central departments (finance, transportation, and facilities) and are scheduled in November for schools.

In October, trustees were assigned to one of the board committees, the committee of school councils (COSC) Alberta school board association zone 2/3, board policies, audit committee, advocacy committee, teacher's collective bargaining and expulsion committee. Each trustee is on 2 or 3 committees. THIS year I will be on the expulsion committee and the advocacy committee.

Over the summer facilities completed 377 projects, an average of almost 10 per school. Major projects included the first phase of the Salisbury storm water.

Repair and the FR Haythorne roof and building envelop. Other projects were renovation and upgrades to Quiet rooms, parking lot line re-painting, annual fire alarm System, gym floor refinishing.

School visits continue again this year. And we will be visiting Fort Saskatchewan schools next Tuesday, the 17th of October.

The monthly public board meeting will be on the 19th of October with the agenda and all items to be discussed and decided on the EIPS.ca website by Monday noon. One item that will take much discussion and wisdom is the French immersion location for junior high and high school.

If you have any questions or suggestions, please phone or text me. At 5879863900 or email me at Don.irwin@eips.ca

6:43pm – Principal report:

Meet the teacher night with the BBQ was a huge success. We now have 459 students enrolled in our school.

Christmas concert is well under way. It will be held at Park Church this year on December 7, 2023. It will be split into two groups, regular class and LOGOS. This is due to the capacity the church holds and also allows the LOGOS program to dive deeper into their faith for the concert. During the day on the 7th the kids will be bussed over to the Church to have rehearsals.

The school is needing 4 volunteers for the Christmas concert to man doors and handle the donation basket. The donations will go back to the school to help with the cost of renting out the church. The cost to rent the Church was \$1200.00.

There will be an insurance review happening at Brentwood this year. This will involve three other schools and some school board officials. We will have the data that comes from this review at our next meeting.

One new full time educational assistant has been hired and we are looking to hire one more.

There is an increase of parents coming in through side doors to talk to teacher when there is no appointment booked. We need to make sure that parents are booking a time to talk to the teachers and then are coming in through the front doors, so that all visitors are documented coming in and leaving the school.

Tuesday Oct 1 the kids will be able to dress up in their costumes. There will be a parade happening this year!

6:51pm – LOGOS report was read by Sarah.

Suggested donation letter went out to all Logos families! A follow up email/ letter will be sent out in the upcoming weeks. *See attached photo for what the suggested donation letter is/ if you have questions as to what & why it was done*

Halloween Alternative is being prepped, happening Oct 31 st afternoon along with the rest of the

school classes. Div 1 classes will be split into 4 teams to rotate through a scarecrow craft, fall themed games, rice crispy treat decorating & an outdoor scavenger hunt. Div 2 classes voted for

an afternoon movie with chips/candy!

We will be having a variety of churches come in throughout the year to help facilitate the chapels. This month we had Heartland church come in. It was a great success and the students had so much fun!

6:54pm – COSC report by Brian Vick

COSC Report for BESC Oct 25/23 Meeting

** (notes herein are provided courtesy of Emma Small, EIPS COSC Communications Rep) **

Below is a brief overview of what took place at the COSC meeting on Oct. 4, 2023.

KEY AGENDA TOPICS

Election of Chair, Vice-Chair and Secretary

ASCA update

School Council Engagement Grant

EIPS Three-Year Engagement Plan

ELECTION OF CHAIR, VICE-CHAIR AND SECRETARY

The meeting started with the election of the COSC Chair, Vice-Chair and Secretary for the 2023-24

school year. The positions are as follows:

Chair: Kendra Roemer, Mills Haven Elementary

Vice-Chair: Dallas Kirtz, Fort Saskatchewan Elementary

Secretary: Chelsea Pretzlaw, Ardrossan Elementary

The new role of COSC Technician was also created to assist with hybrid delivery of meetings. The COSC

Technician will let participants into the meeting, monitor the chat and ensure audio is working properly.

COSC Technician: Aileen Bozic, SCA Secondary

ALBERTA SCHOOL COUNCILS' ASSOCIATION

Alberta School Councils' Association (ASCA) is the provincial organization for families on school council.

Below may be of interest to COSC members:

The ASCA website offers various resources for school council members designed to enhance school

council effectiveness and parent engagement.

Particularly useful is the "School Council Resource Guide," which steps members through the purpose

and role of a school council.

Accessing an ASCA membership is as simple as sending an email to Emma Small that your school

council—including your school council name—wants a membership to ASCA for the 2023-24 school

year. EIPS will take care of registering your school council and covering the costs. As requested, the

Board of Trustees and EIPS senior administration will investigate having ASCA memberships for all

school councils as opposed to on request.

Accessing the Members-only section of the ASCA website:

If your school council had an ASCA membership last year and you've requested a membership for this

year:

You should be able to log in with your username and password from last year. Your username will be the

email ASCA has on record. If you've forgotten your password, send an email directly to support@albertaschoolcouncils.ca. They can help you reset it.

If your school council did not have an ASCA membership last year:

You'll receive an email prompting you to log in and create a password.

If you haven't received this email, or may have deleted it by mistake, complete the Update School

Council Contact form on the ASCA website. This will trigger the next step in the process.

ASCA is also piloting a project called Walk Alongside. Stay tuned for more details.

SCHOOL COUNCIL ENGAGEMENT GRANT

Alberta Education is providing school councils with a \$500 School Council Engagement Grant. Those

school councils interested in accessing funding must meet grant criteria, which essentially means

opportunities that help build capacity and strengthen engagement. To administer the 2023-24 grant,

EIPS first needs to collect contact information from school councils in the Division. Have one member

from your school council complete this contact form by Monday, October 23. More information about

applying for the grant will be shared in the November COSC meeting package.

EIPS THREE-YEAR ENGAGEMENT PLAN

Superintendent Sandra Stoddard discussed the EIPS Three-Year Engagement Plan. The discussion

outlined five projects the Division is undertaking to identify areas where the Division can improve

operations to best serve students, including programming and school capacity considerations. In

referring to the Systems Program Review, Superintendent Stoddard highlighted the many Specialized

System Programs the Division offers.

Associate Superintendent Ryan Marshall spoke about resources the Division has created for the new

curriculum and the assessment tools being used for the school year. He included information on the

Partners 4 Science program, which encourages hands-on science learning through interactive kits.

6:58 pm – Ms. Larsen & Mr. Vantour

Brentwood in Motion is a full day event held near the end of the school year. Its different activities held throughout the school or on school grounds. They are wanting to have Fit Set Ninja again this year. They are looking for the same support this year that was provided as last year. They are asking for \$3000 - \$4000 again this year.

7:05 pm – Brentwood TV.

Check out the morning announcements on the YouTube channel. Please spread the word about this.

7:07 pm – Mrs. Borle

She is working on the regular program Christmas concert. This year it is T'was the Night Before Christmas. They are doing singing and acting in the concert. They are wanting to add a segment in the concert with some technology. They are asking parent council for some support to purchase an app to help with this segment. They have asked for \$100 - \$200. This could also be used for Brentwood TV.

7:10pm – School Council meeting adjourned by Sarah, Seconded by Roseanna

Fundraising Meeting

7:11pm – Motion to start meeting by Sarah, Seconded by Roseanna

Brian – In our account we have \$4440.00. We have no outstanding bills at this time. We will have insurance due in December.

Jody – (read by Sarah) Hot lunch update: DQ - \$1128.98, Subway \$498, Bp's \$765.00 total of \$2392.00 from hot lunches so far.

Movie tickets sales were at 276.

7:16pm – Vote on Parent Teacher interview Dinner for the teachers. Decided on Pizza on November 1. Email to be sent out to the teachers asking what kind of pizza. Allotted \$250. Motion to vote: Agreed by Sarah, Brian, Jackie, Roseanna

7:18pm – Movie Night

We are in need of more volunteers. An email to be sent out to with a list of positions and times needed rather than the link.

Feedback about the times for volunteers was that it was too long of a timeframe to volunteer for.

Key times for volunteers is in the beginning with all the admission, concessions ticket sales and concession and then after the movie with the clean up crew.

We will be able to get lists of the students and how many tickets were purchased for admission.

A list of quantities was sent to Brian to purchase. Items will be stored in the school in one of the classrooms.

7:45pm – Financial request from Gary for the Christmas concert. To purchase wood to create props and costumes. Asking for \$800.

Sarah in favour, Brian and Roseanna & Jackie

7:50pm – Vote on the App Mrs. Borle requested for the Christmas Concert. \$100 - \$200. Voted yes by Sarah, Brian, Roseanna & Jackie

Big Goals was tabled as was Brentwood in Motion until the next meeting.

8:00pm – Meeting adjourned.