

Elbow Park School Council Meeting

Location: Learning Commons & MS Teams

Sept 17, 2024 (1:30 to 3:00pm)

Attendees:

Admin: Jason Fech, Erin Warburton

Departing Executive: Katie Clayton

Melissa Sawatzky, Risa Desai, Erin McCaffery Mannas, Peter Doyle, Meghan Zubot, Tamra Bergen, Christie Martin, Katie Robinson, Kaitlin Santoni, Amanda Kousinious, Emma Doyle, Abbey Sather, Russ Berdusco, Ella Witcher, Kim, Natalie Carleton

Quorum achieved (minimum of 9)

1. Approval of Agenda (1 Minute) - Katie Clayton

- A. Meghan Zubot seconds; approved

Last Meeting Follow-up (1 Minute) - Katie Clayton

- A. Approval of [Minutes from May 24 2024 EPS Council and Society Meeting](#)
- B. Meghan Zubot seconds; approved

2. Committees - Volunteers - Upcoming Events

- A. Homeroom parents to facilitate volunteer opportunities to make volunteerism more equitable and encourage engagement across all the grades. The concept agreed upon is to have each grade level host common events and initiatives such as Halloween Dance (grades 5 and 6) for example. Motion to table committee and event assignment to next meeting (Melissa, Erin and Meghan to put together).
- B. Fall fair event happening Sept 20; about 260 tickets sold and a change this year is to allow sales at the 'door'. With rain coming it is noted it's a weather-pending event.
- C. Halloween Event (proposed Oct 24) - Jacquelyn M and Kelly C to lead. Volunteers will be canvassed using room parents.

3. Parent Society + James Short Update

- A. Society approved new fence at JSM and it's installed! Principal Taylor says: "the fencing project is now complete, and our students are already safely using the space. We're incredibly grateful for the support of your parent council in making this happen.
- B. Minutes of previous Society meetings can be found on the school website:
<https://elbowpark.cbe.ab.ca/parent-society>
- C. Discussion of new process for collecting society fees and birthday book contributions - being done through EducationMatters platform to streamline collection and also allow for tax receipts to donors. Concern this may mean a drop in contributions (online instead of a form in the school package) - society will make extra effort to inform and remind on this front.
- D. Question posed: is it mandatory to contribute to society 'fee' - bylaws currently support to be a part of membership, it can be required. However, bylaws may be adjusted as they are being redone after more than a decade of existence, and they will have to align to best practice. To be researched and updated when appropriate.
- E. Parent Mixer event being put on by society on Oct 2 - details to come for parents.

4. Elections

- A. Chair - names: Meghan Zubot
- B. Vice Chair - names: Peter Doyle
- C. Secretary - names: Melissa Sawatzky
- D. Key Communicator (optional) - no names
- E. Volunteer Coordinator (optional) - no names

Katie makes motion to nominate Meghan as Chair, Peter as Vice-Chair, and Melissa as Secretary. Majority - motion passes.

Katie Clayton remains available to the council as past president to help guide and support.

5. This year...

- A. Budget, Enrolment & Staffing:
 - a. 234 current, budgeted for 232 in the spring
 - b. Needing to hire 1 Lunch Supervisor and one Educational Assistant (15-20 hour for Grade 1, 2 and 3
- B. Discussion of how CBE looks ahead and forecasts student numbers down the road. Concern over change in residential changes from the city that could impact density in the community. Admin does not have the ability to turn away in-bound (students who walk within the community). Alberta Education would determine next steps if capacity went too high; not a principal/school decision.
- C. Programming:
 - a. Some field trips are booked

- b. PE & Core Residencies booked (major: Author Writing, Nordic, Frisbee Rob, Afrobeat, MadScience, Teacher's Pet, Fiddler)

6. School Development Plan Targets

- A. Literacy - increase student achievement in functional writing
- B. Numeracy - increase student achievement with complex math problem solving
- C. Wellness - Increase self-reported sense of resilience
 - a. New curriculum roll-out:
 - i. 2022-23: k-3 ELAL, math and K-6 PE & Wellness
 - ii. 2023-24: k-3 science, Gr.4-6 ELAL and math
 - iii. 2024-25: Gr.4-6 science
 - b. Writing – HLAT:
 - i. Highest Level of Achievement Test - a province-wide writing resource aligned with curriculum
 - ii. Calibrate student writing achievement by grade standards
 - iii. Results:

MarkBin	-	1	2	3	4	Totals
Totals	2.4%	23.2%	57.7%	16.1%	0.6%	100.0%
November 2023						
Totals	3.4%	1.4%	24.5%	52.4%	18.4%	100.0%
June 2024						

- iv. Numeracy - Deepen conceptual understanding of strands: number, patterns and shape/space
 - 1. Maintain or increase total number of 4s (and reduce 1s & 2s):
 - a. June 2019 (Gr.1-5) = 32% June 2020 (Gr.2-6) = 37%
 - b. June 2020 (Gr.1-5) = 32% June 2021 (Gr.2-6) = 47%
 - c. June 2021 (Gr. 1-5) = 48% June 2022 (Gr.2-6) = 57%
 - d. June 2022 (Gr. 1-5) = 48% June 2023 (Gr.2-6) = 40% (number only)
 - e. June 2023 (Gr.1-5) = 39.3% June 2024 (Gr.2-6) = 42.6% (number)

7. Meet Grade 1/2 Room Rep

- A. Ms. Montanaro (2:40) speaks to attendees about literacy and how groups work
- B. Grade 1 and 2 literacy numeracy assessments
- C. Ms. Montanaro reiterated the importance of volunteering to the students, organizing early, and sharing workload of priority volunteer needs

8. Fees paid online through My CBE Account

- A. Demographic, Citizenship & Volunteer Authorization due Friday, Sept. 20
- B. School Supplies Fee \$40 posted October (Kindy is \$20)
- C. \$10 lunch incidental (games for inclement weather) - optional
- D. Lunch
 - a. Ensure you have registered on SchoolEngage
 - b. noon supervision ~ \$285 (due mid-Oct)
 - c. attendance being taken – notify office if absent
- E. Field trips costs posted as they arise

9. School Pictures

- A. Volunteers needed for picture days**
- B. Sept. 26, 2024 (all day)
- C. Retakes Oct. 30/24 (morning)
- D. After Picture Day, order pictures on mylifetouch.ca using your Portrait ID and Access Code which can be found on your Picture Day order form or use CBE student ID number

10. Additional Discussions

- A. Parent engagement night with Koru psychology group re: resiliency Oct 3 (7 pm). If it can be recorded it will be.
- B. Yearbook - this should be included as part of the volunteer assignments designated out. (For this year Grade 6, Amy Norman is spearheading).

11. Meeting Adjournment (1 Minute) - Katie Clayton

- A. Next meeting Nov. 21 @ 6:30 p.m. with EPPS.