

Elbow Park School Council Meeting MINUTES

Location: Learning Commons & MS Teams

Jan 23, 2025 (1:30 pm to 3:00 pm)

Attendees:

Admin: Jason Fech and Erin Warburton

President: Meghan Zubot

Vice President: Peter Doyle

Secretary: Kaitlin Santoni

In-person: Erin Ferguson, Camille McCreath, Geoff McMillan, Ressa, Christie Martin, Jill white, Katie Clayton, Lindsay Byers, Natalie Carleton, Ella Witcher, Erin McCaffery, Danielle Dawson

Quorum achieved (minimum of 9)

1. Approval of Agenda (1 minute) - Meghan Zubot

A. Peter Doyle seconds; approved

2. Last Meeting Follow-up (5 minutes) - Meghan Zubot

- A. Approval of Minutes from September 17th, 2024 council meeting
- B. Camille McCreath seconds; approved
- C. Thank you to teacher and volunteers for the Winter Concert. Kindergarten kids did the decor for the event.
- D. Thank you cards were emailed out to parents from the families sponsored through the annual EPS Hamper program. Received several cards thanking EPS. Comments from parents who appreciated receiving the cards via email this year.
- E. Reminder you do need a police clearance to volunteer within the school. It typically take at a minimum 4 weeks to complete. The time of year can impact how long it takes. Please get it earlier if you plan to volunteer throughout the year. Note that it has to be turned into Mary Lou after it has been completed.
- F. Fun Lunch; thank you to volunteers. Comments from some that their children liked trying something new (Edo Japan).
- G. Green Fools PE Residency; comments from teachers and parents that the students have really enjoyed this residency. Specific comments around it being a residency that engages all students - something for every level.

3. New Business

- A. Kindergarten Parent Information Night is on February 6th at 6:00 pm. There is no need to sign up. This drop in is only for parents of the Kindergarten class for next year. Council and society will attend this information night and hold a small presentation.
- B. James Short Memorial has requested 100 new or gently used stuffies for an upcoming reading program at their school. Stuffies must be brought in by tomorrow.
- C. Donation from Society to the Veterans Food Bank has been proposed. Amount suggested of \$250. Two veterans came to present at EPS for Remembrance Day. This service was free of charge; a donation has been suggested as thank you for their time. Jason "when we created list of residencies, it was suggested to bring in veterans with an understanding there would be a cost". Overall feedback on presentation from veterans was positive.
- D. EPS Centennial - Structural Engineer required
- E. ASCA Grant; Some of this grant money has been used in the past for art supplies. Last year we had a psychologist come in. Suggested speakers this year are Samantha Woods or Gail Bell. Sam Woods founded the Kaizen Education and Gail Woods who we know within the community. Previous speaker, Dr. Buzanko was also suggested. February was suggested as a good time to hold this event, with the understanding it will be subject to speaker availability. Not in March given Martinis & Masterpieces.
- F. Grade 6 Graduation Celebration Committee. Thank you to Jacquelyn Mitchell for spearheading it. No further updates.
- G. Martini's & Masterpieces:
 - Date has been set for May 1st, 2025 at 7:00pm. To be held at the Glencoe Club.
 - Thank you to Lindsey Byers for helping to secure an artist; artist is not 100% confirmed but looks promising. March 10th has been decided as the week to have students work with the artist. Artist has a police clearance.
 - A second meeting will be held in February. First meeting was held two weeks ago. Great turn out. Thank you to Melissa Swatzky for her help.
 - Goal is to try and raise more money than the previous event.
 - Transitional year for the event; new parents and artist involved.
 - Artist proposed doing the base paint ahead of time for efficiency.
 - Sponsorship for James Short - some portion of funds raised will go to James Short Memorial School. Not something we would put in bylaws. Would bring us offside with the

CRA. In previous years there has not been a mandate on how much to donate to James Short.

- We are raising funds for CBE not specific to EPS.
- Another way families at EPS can donate to James Short is through Education Matters.
- Suggested that we don't spend money on decor and instead use what the Glencoe has available to reduce costs.
- Workers compensation and other items needed if we pay someone to assist with the artist on site.
- ASCA money can be used to pay for art supplies.

H. Next Fun Lunch is Subway on February 26th.

4. Administrator's Report (45 minutes) - Jason Fech

- A. [See principal's report](#) for in-depth overview.
- B. Alberta Education Assurance Survey. A lot of the questions are nebulous in nature/open to interpretation but teachers do their best to interpret responses and make changes accordingly. Comments from administration to please check "Not Applicable" if the question does not apply to you rather than "No" as it impacts our results.
- C. Parents of Grade 4-6 students will receive an envelope in the mail with an access code for the survey. Encouragement from staff to have as many parents fill out the survey as possible. If you lose your access code, you must contact the survey directly as Jason can not reissue codes.
- D. Low parent response on the surveys - on average only 17-20 parents participate. Would ideally like to see this number increase.
- E. School received funds of \$1,500 which allowed the school to pay for additional substitute days.
- F. Registration for Kindergarten students opened on January 13th and as of January 22nd, EPS has 18 kids registered. Projection from CBE is 24 kids for next year in Kindergarten. CBE projections are typically fairly accurate.
- G. Reminder that any financial support parents receive is always kept confidential. If EPS has a family who can not provide lunch, we can reach out to brown bag and they would drop off a lunch for the student(s) and this is kept confidential. There are many supports available for students and families who need it. Reminder for parents who require any financial support to please reach out to administration for resources.

- H. EPS held a writing residency before and after the winter break. The focus on this residency was on functional writing vs create writing. (Newspaper writing, etc.). Functional has been more of a struggle in the past so focus has been moved there. Positive feedback from parents on this residency.
- I. Centennial: Conversations around this project are in initial stages. No committee has been formed yet. School does not have a time capsule and proposal to have students be involved in creating one. Project will require a Structural Engineer.
- J. Each classroom has received the book "Brave Like the Buffalo" which teaches students about resiliency. A video of this book was also shown to grade 5/6 kids. Proposal to have someone from the Indigenous community come talk to students about the Buffalo jump to tie in with their learnings about this book. Suggestions received to also tie in this book with the painting for Martinis & Masterpieces.

5. Meeting Adjournment (1 minute) - Meghan Zubot

- A. New agenda items
 - None
- B. Next meeting: Thursday March 13, 2025 (1:30 to 3:00 PM)

Christie second motion to adjourn