

Fort Saskatchewan Elementary
Parent Council ANNUAL GENERAL MEETING
Meeting – Thursday, September 14, 2023
5:30 pm



Attendance: Ralph Sorochan (Trustee), Caitlyn Zabrick, Stephanie Stoddard, Dallas Kirtz, Sarah Pieterse (Teacher), Kim Zapesocki (Vice Principal), Noelene Morin (Teacher), Veronica Barton, Jarret Barron, Kristen Lynds, Shelby Labrecque (Principal)

1. Call to Order at 5:35pm – meeting chaired by Caitlyn Zabrick
2. Introductions
3. Motion to approve the agenda – moved by Veronica, seconded by Stephanie, carried.
4. Motion to approve the Minutes of June 12, 2023 – moved by Caitlyn, seconded by Stephanie, carried.
5. Reports
 - a. Admin Report – See attached.
 - b. Trustee Report – See attached.
 - c. COSC (Committee of School Councils) Report – N/A
 - d. Council President – 2021-2022 Annual Report – Was submitted in June 2022. This item can be removed from the AGM agenda as it is discussed at the end of June.
 - e. Treasurer's Report (Breakfast Program) – No report. Veronica to provide report for next meeting.
 - f. Breakfast Program Report (numbers, fundraising) – N/A
 - g. Hot Lunch – Healthy Hunger will be utilized this year. Likely no hot lunch in September, will start up in October. Stephanie noted there are a couple parents who are interested in helping on hot lunch days in the school.
6. Business Arising from the Minutes – N/A
7. New Business
 - a. Elections of Executive for 2022-2023 School Year:

All positions were acclaimed:

Chairperson: Stephanie Stoddard

Vice Chairperson: Dallas Kirtz

Secretary: Kristen Lynds

Treasurer: Veronica Barton

- b. Confirm signing authorities for Breakfast Program bank account.
For “F.S.E.S BREAKFAST PROGRAM 5840756” at Servus Credit Union, the account will remain 2 to sign.

Veronica Barton & Dallas Kirtz to be added.

The signors are:

1. STEPHANIE STODDARD – Chair

2. DALLAS KIRTZ – Vice-Chair

3. VERONICA BARTON – Treasurer

The NetBanking Administrator will be Veronica Barton

8. Next Meeting: Thursday October 19, 2023 @ 5:30pm

9. Meeting adjourned at 6:08pm

ADMIN REPORT



School Council Report

September 14, 2023

1. Welcome & introduction!
2. Kudos!
 - a. Thank you to all for coming out to our first School Council meeting of the year! I appreciate the opportunity to work collaboratively together to make FSE the best place for our students and staff!
 - b. Thank you to our 2022-23 School Council & Parent Society Executive for all their efforts! We wish them all the best as they move on to new paths!
 - c. We are very grateful to Stephanie Stoddard and Veronica Barton for supporting our School Council and Parent Society last year and for stepping up to ensure we continue to have a School Council & Parent Society!
3. Budget/Enrollment
 - a. Currently our enrollment K to 6, including our LINKS and CASA class is: 308 (up from 282 June 2023)
 - b. Class Configurations (as of Sept. 14, 2023):

CASA = 3 (Ms. Carnahan)

LINKS = 14 (Ms. DenBraber)

ECS A = 27 (Ms. Sadownyk)

ECS B = 28 (Ms. Sadownyk)

Gr. 1 = 26 (Ms. Appleton)

Gr. 1 = 26 (Ms. Percy)

Gr. 2 = 27 (Ms. Buhler mornings; Ms. Dallyn afternoons)

Gr. 2/3 = 23 (Ms. DaCosta - grade two = 8; grade three = 15)

Gr. 3 = 27 (Ms. Morin)

Gr. 4 = 25 (Ms. Chaisson)

Gr. 4/5 = 22 (Mr. Walker - grade four = 10; grade five = 13)

Gr. 5 = 25 (Ms. Frey mornings; Ms. Pieterse afternoons)

Gr. 6 = 35 (Ms. Bohn)

Music (Ms. Haverkamp)

Counsellor (Ms. Pieterse mornings)

Classified Staff includes:

LINKS: Ms. Fudge, Ms. Fox

ECS: Ms. Payne

Gr. 2/3: Ms. Fisher

Gr. 3: Ms. Gervais

Gr. 6: Ms. Grismer

Library: Ms. Zapesocki

Office Staff: Ms. Mattson & Ms. Marcoux-Jones

Administration: Assistant Principal Kim Zapesocki & Principal Shelby Labrecque

We continue to look at our Fall Budget to identify areas where changes have occurred in terms of funding and will continue to

spend within those parameters with our focus being on supports for students in our classrooms.

4. Library

- a. Students are now able to sign books out.
- b. We are looking forward to providing leadership opportunities and having gr. 5 and/or 6 students assist with various jobs in the library.

5. Our focus this year

- a. Supporting students to achieve at least one year of growth in literacy and numeracy remains our focus. We are embedding Collaborative Team Meetings to build and share our instructional capacity through high quality professional conversations and plans of action to best support students in these areas.
- b. Working collaboratively with families, as well as our community partners, will also remain a priority as we know the positive impact this has on student success.

6. Other

- a. Fort Saskatchewan Elementary (FSE) has been chosen to be a part of a pilot project that Elk Island Public Schools is initiating called *Reading Enrichment and Development* or *READ* for short. This program includes having our Literacy Consultant, Ms. Martin Spady, pull out a small group of students in grade 2 to work on specific areas of need for a 7 week cycle. Students will be pulled out forty minutes per day, four days a week. Ms. Martin Spady will also support classroom teachers by visiting classroom and providing support as needed.
- b. The EYE-TA assessment will be used in kindergarten to capture individual strengths and needs. This early identification tool will be used to assist staff with providing targeted interventions for students. This will be shared with parents/caregivers and used as the first progress report for kindergarten students.

c. As part of Elk Island Public Schools' (EIPS) ongoing efforts to enhance the literacy and numeracy of students in all grade levels, the Division is once again administering the Star Early Literacy, Star Reading, and STAR Math assessment tools in the 2023-24 school year. These tools focus on literacy and numeracy, are digitally based and offer an opportunity for students to demonstrate their learning. The goal: To provide timely information to teachers, help enhance classroom instruction and identify student learning needs.

Three times a year, EIPS students in Grade 1 complete the STAR Early Literacy assessment and students in grades 2-12 complete the STAR Reading assessment. Both assessments are administered electronically and take about 20 minutes to complete. Students in grades 2 through 10 also complete the STAR Math, a mathematic screening tool. It, too, is administered electronically and takes about 30 minutes for students to complete.

In addition to the STAR assessments, Alberta Education is having all students in grades 1-3 complete additional literacy and numeracy assessments.

The scores of the assessments aren't used toward a student's grade, and there is no need to study ahead of time. The tools simply provide the teacher with information to better understand where each student is in terms of reading comprehension and mathematic ability. If, after analyzing the results, it's determined a student can benefit from extra support, the teacher will contact the family to discuss possible support strategies.

The timelines by grade for assessments are as follows:

	Fall (Sep)	Winter (Jan)	Spring (May/Jun)
Grade 1	STAR Early Lit STAR Math	LeNS CC3 Gov Numeracy Screener STAR Early Lit STAR Math	LeNS CC3 Gov Numeracy Screener STAR Early Lit STAR Math
Grade 2	LeNS CC3 Gov Numeracy Screener STAR Reading STAR Math	STAR Reading STAR Math	LeNS CC3 Gov Numeracy Screener STAR Reading STAR Math
Grade 3	CC3 Gov Numeracy Screener STAR Reading STAR Math	STAR Reading STAR Math	CC3 Gov Numeracy Screener STAR Reading STAR Math

- LeNS - The English Letter Name-Sound assesses a student's ability to sound out single letters and letter combinations
- CC3 – The Castles and Coltheart assesses a student's ability to recall familiar and irregular words as well as sound out non words

d. September 22 is our Terry Fox Run.

e. September 30 is National Truth and Reconciliation Day & Orange Shirt Day. This falls on a Saturday this year so FSE

will be planning events and encouraging staff and students to wear orange on September 29 in recognition and remembrance.

- f. Read In Week is from October 2 to 6 with the tag line *Read In Reimagined*. Many guest readers and fun activities are being planned so keep your eyes open for more information coming soon!
- g. The COSC Meet and Greet is on October 4 from 5:15 to 6:15 p.m. in the Boardroom at Central.
- h. Our student/parent/teacher conferences will be held from 3:30 – 6:30 p.m. on October 25 and 26. More information to come soon!
- i. Our first Food Bank Drive of the year will be October 23 – 31.
- j. Grade 6 immunization will be on October 19. Consent forms will be coming home soon.

FSE Trustee Report – September 14, 2023

Ralph Sorochan

- 1) **APPRECIATION** – Thank you, for being here today, and welcome to a brand-new school year! A big thank you goes out to Shelby and her team for getting the school ready for their students. It's a big job and a lot of work! Kudos to the team!
- 2) **NEW BOARD CHAIR AND VICE-CHAIR** - The Board held its annual organizational meeting, which included nominations and elections for the Chair and Vice-Chair positions. Trustee Cathy Allen was elected the Board Chair, and Trustee Susan Miller was elected the Vice-Chair. Both individuals will lead the Board of Trustees throughout the 2023-24 school year.
- 3) **NEW SUPERINTENDENT** – Dr. Sandra Stoddard has begun her work as EIPS' new Superintendent of Schools. For the last six years, she's worked as the Division's Associate Superintendent of Supports for Students. In that time, she's earned the respect of trustees, staff, students, families and stakeholders across the Division. Her expertise, abilities, creativity, and commitment will help build the Division and enhance our work to meet the diverse educational needs of the communities we serve.
- 4) **FOUR-YEAR EDUCATION PLAN (YEAR 2)** - The Board approved [EIPS Four-Year Education Plan: 2022-26 \(Year 2\)](#), details the Division's priorities, goals and outcomes over a four-year period. The Division's three key priorities: Priority 1: To promote the growth and success of all students. Priority 2: To enhance high-quality learning and working environments. Priority 3: To enhance public education through effective engagement. The plan also outlines the performance measures and strategies the Division will use to meet each priority, goal, and outcome in the 2023-24 school year.
- 5) **BUDGET 2023-24** - For the 2023-24 school year, EIPS' operating budget is \$208.09 million. Of that, \$204.95 million will come from the Division's annual revenue—mainly made up of funding from Alberta Education. That revenue is based on projected enrolment and specifically targeted grants, such as student supports, school nutrition, transportation and building operations. Other revenue comes from donations, facility rentals and school generated funds—collected on a cost-recovery basis for optional courses, alternative programming, lunch supervision, extracurricular opportunities, and field trips. Meanwhile, the remaining \$3.14 million of the budget comes from operating reserves to support schools and departments, career pathways and the Division's mental health strategic plan.

78% INSTRUCTION (\$9,659 PER STUDENT)

Includes teacher and support staff salaries for schools. School allocations—increasing by 1.5% because of higher standard costs.

11.2% OPERATIONS AND MAINTENANCE

Includes school building maintenance, utilities, insurance, and custodial services. Costs are higher because of rising inflation.

7.6% STUDENT TRANSPORTATION

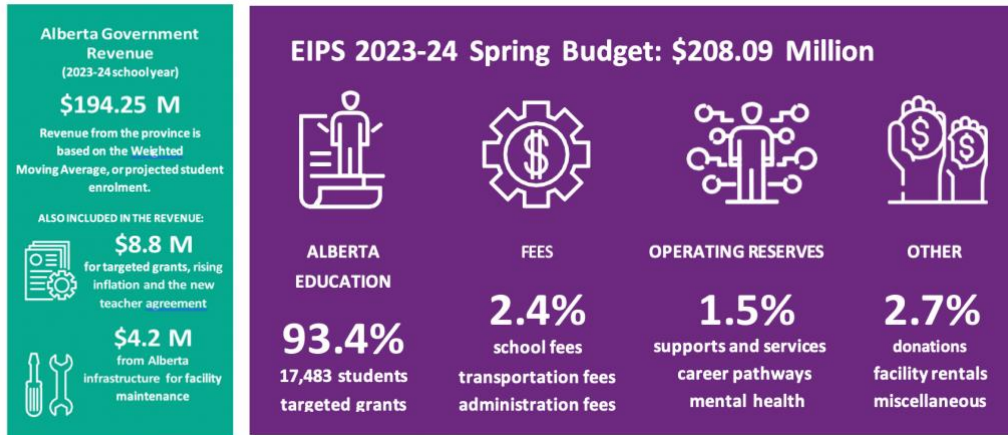
Costs to transport EIPS riders—funding is up from last year, thanks to the new student transportation funding model.

2.2% SYSTEM ADMINISTRATION

Includes board costs and central administration costs (central services, IT, legal and financial services). Expenses are below the \$6.19 million grant provided by Alberta Education. Unused funds can go toward other Divisional uses.

1% EXTERNAL SERVICES

Includes contracted services, secondments, facility rentals, and before-and-after school care.



- 6) **COSC MEETING DATES** – To kick off the 2023-24 COSC meeting season, Elk Island Public Schools’ (EIPS) Board of Trustees is hosting an in-person Meet and Greet on Oct. 4, 2023. Doors open at 5:15 PM All meetings are scheduled to start at 6:00 PM and will be held at Central Office in Sherwood Park (683 Wye Road). Meeting dates: October 4, 2023 - Meet and Greet; November 1, 2023; January 10, 2024; February 7, 2024; March 6, 2024; April 3, 2024; May 1, 2024. You can also join [COSC on Facebook](#) to share information and ask questions with other school councils. Meetings will be hybrid, this year, and can be attended virtually. Check eips.ca for links.
- 7) **THREE-YEAR ENGAGEMENT STRATEGY: FRENCH IMMERSION** – EIPS administration is in the process of writing a recommendation report based on the entirety of the French Immersion consultation process. The Board of Trustees will receive EIPS administration’s “Report for Recommendation” at its board meeting on Thursday, October 19, 2023. The board package, including the report, will be posted publicly on the EIPS website by noon on Monday, October 16. At the October 19 meeting, the Board of Trustees will discuss administration’s recommendation and ask questions. It is anticipated trustees will vote on the recommendation at that time. Once a decision is made, EIPS administration will begin a transition plan—to take effect in the 2026-27 school year. EIPS appreciates the time and thought that parents put into their responses over the course of the consultation.
- 8) **ATTENDANCE BOUNDARY ADJUSTMENT: ELEMENTARY FRENCH IMMERSION** - The Board approved adjustments to the elementary French Immersion attendance boundaries to help balance elementary enrolment. The adjustments include designating elementary French Immersion students living in Cambrian Crossing to Heritage Hills Elementary, effective 2023-24; and expanding Heritage Hills Elementary’s French Immersion attendance boundary so it aligns with its regular English program boundary—phased in starting with kindergarten in 2024-25. Transportation fees apply to all bus riders—as noted on the [EIPS Student Transportation Fee Schedule](#).
- 9) **REMINDER: ADDITIONAL PROGRAMMING FOR FORT SASKATCHEWAN STUDENTS** – The following programs are in place for the 2023-24 school year:
 - a) Transition Program at Ecole Parc (Brand new program for a specific cohort of autistic children transitioning from PALS.)
 - b) Connections Programs at WFG and Fort Christian
 - c) CASA Classroom at Fort Elementary (Brand new treatment-oriented program.)
 - d) Jr. High SEAS program at Lamont Jr./Sr. – accessible to Fort Saskatchewan students
 - e) Jr. High Honours at Rudolph Hennig

f) Elementary Reading Intervention Pilot Project (Grades 1-3) at all elementary schools in Fort Saskatchewan (Brand new program)

Existing program descriptions can be found here: <https://www.eips.ca/programs-services/specialized-system-programs>

- 10) **REMINDER: STUDENT TRANSPORTATION FEES 2023-24** – Implementation of a new funding model for transportation by Alberta Education will take place over the next two years. Increased funding to address the rising costs for fuel, insurance, parts, supplies, training for drivers and the new rider eligibility criteria are factors of the new funding model. The new eligibility criteria are mandated for 2024-2025. School Boards do have the option of implementation for the 2023-24 school year. The new eligibility criteria outlined by Alberta Education is as follows:

One kilometer for students in grades 6 or lower

Two kilometers for students in grades 7 or higher

The Board of Trustees approved the proposed transportation fees and new criteria implementation at a Special Public Board Meeting on April 27th. Most parents should see a reduction in their yearly transportation fees. See Fee Schedule below.

Elk Island Public School - 2023-24 Transportation Fee Schedule - Proposed	
Fee Description	Fee
Base Rate* - fee for all students accessing bus service	\$ 75.00
Enhanced Service Menu* - Additional service offered by EIPS not Mandated as per the 2023-24 Funding Manual for School Authorities. <i>Base rate plus each applicable enhanced service fee from the menu below.</i>	
Ineligible - (do not meet Alberta Education distance eligibility requirements)	\$ 150.00
Non-Resident - (are not a resident of EIPS)	\$ 600.00
Additional bus to/from an alternate address	\$ 100.00
School/Program of Choice	\$ 100.00
Administrative Fees	
Replacement Bus Pass	\$ 20.00
Payment Plan	\$ 25.00
Refund	\$ 25.00
<i>*Kindergarten fees are one-half of the applicable fee</i>	

- 11) **NEXT BOARD MEETING** – The next regular Board meeting takes place on Sept. 21, 2023, at 10 a.m. Board meetings are held in the Elk Island Public School boardroom. EIPS also livestreams public Board meetings on its [YouTube channel](#).