



# MEETING MINUTES

Lakeland Ridge Parent Council

Tuesday March 12 6:30pm | Meeting called to order by April Childs, Chair

## In Attendance

• Mr. Huculak, Principal	• April Childs, Chair
• Ms. Kerr, Assistant Principal (Jr High)	• Mandy Isaac, Vice-Chair
• Ms. Ference, Assistant Principal (Elementary)	• <i>Kerri Holmes, Secretary (Regret)</i>
• Annette Hubik, EIPS Board Trustee	• Parents
• Erin Dawson-Meyers, Strathcona County FCS	

## Welcome, Agenda & Approval of Minutes

- The Board, Administration and parents were introduced.
- Motion to accept [March Agenda](#) made by April Childs and seconded by Sheri Staigh. Approved as presented.
- The [Minutes for February](#) were reviewed; motioned by April Childs and seconded by Sheri Staigh. Approved.

## Reports

### a. EIPS Board Trustee

- Annette Hubik presented. Refer to the [2019 March Trustee Report on the school website](#). Board meetings are always available [online](#).

### b. Administration Report

#### Kudos

Thank you to parents for all that you do to make our school a better place. Hot lunch volunteers, bringing in food for Parent / Teacher Interview nights, volunteering in classes and field trips and so much more.

#### Parent/Teacher Conferences - February 20 & 21, 2019

Parent/Teacher Conferences were held on February 20 & 21. We had a great turn out. Thank you to School Council / PAS and parent volunteers for providing dinner for staff.

#### Book Fair

- Feb. 19 – 21 was in our library. It was a huge success once again. We made \$1200 in new books and \$1500 profit.

#### Professional Learning Days

- March 8 - Our Classified staff was at SAL taking in many different sessions. Our teachers were back here at school looking at numeracy and data. Kelly Rota from Alberta Education worked with staff on PAT Analysis
- Grade 4-6 teachers looking at Grade 6 PAT Data

- Grade 7-9 teachers looking at Grade 9 PAT Data

Michelle Harley spent time with our K-3 teachers looking at MIPI data, benchmarking and analyzing results. There was a lot of excellent dialogue. It was an excellent fun filled day for staff!

### **Website Information – Follow Up from Last School Council meeting**

- Added tab on our website called [Sports and Clubs](#). There is now information about sports and clubs, elementary and junior high intramurals, and elementary track on there. This was a request made by parents at our last School Council meeting. Let us know what you think!

### **Staffing Update**

*Assistant Principal Position* Will remain vacant until early May when Melissa returns.

*Counselor Position* Stephanie MacNutt started March 4. She has been visiting classes and has already met with a number of students and families.

### **Teaching Positions**

- Mrs. Moravec’s last day was Thursday, March 7. Brock Doerksen started on Monday. Brock also had an opportunity to come in and spend the day with Janine before she left.
- Mr. Baker is returning after Spring Break (April 1). Darcey Spalj has done an excellent job while in for Mr. Baker.
- Mrs. Jill Cohn will return fulltime following Spring Break. Miss Rayel Komant has been in for Mrs. Cohn while she was away.
- Ms. Dahl is off until Spring Break. We have hired Miss Hamp to teach for Ms. Dahl until that time. We will have more information in early April.

### **Educational Assistants**

- As mentioned previously, Mrs. Schmitz is retiring at Spring Break.
- We have hired Mrs. Erin Reynolds. We continue to look at the needs of our students and make changes where necessary. This has resulted in a few changes to EA assignments. It’s a fluid process.

### **Noon Hour Supervisors**

- Jill Hawkins is retiring at Spring Break. Jill is currently the Noon Hour Lunch Coordinator of our noon hour supervisors and works as noon hour supervisor herself. Nicole Low will take over Jill’s position as the Noon Hour Lunch Coordinator beginning April 1.

### **Enrollment/Grade Configuration**

Current Enrollment is 761.

Enrollment for 2019-20 will increase to approximately 783.

Kindergarten – 2 classes (Down 1 class)

Grade 1 – 2 classes (Down 1 class)

Grade 2 – 3 classes (Same number of classes)

Grade 3 – 3 classes (Same number of classes)

Grade 4 – 3 classes (Same number of classes)

Grade 5 – 3 classes (Same number of classes)

Grade 6 – 3 classes (Same number of classes)  
Grade 7 – 4 classes (Same number of classes)  
Grade 8 – 4 classes (Up 1 class)  
Grade 9 – 3 classes (Same number of classes)

We had more grade 7s apply for a Boundary Exemption that we could accommodate. As such, a lottery was held on Monday. We have been contacting the parents with the results of the lottery as well as all students who applied for a *Boundary Exemption*.

We are currently working on staffing for next year.

### **School Fees and Field Trips**

Timelines

March/April – Consult with School Council on proposed fees before submission

– Build fees with parent and teacher input and analysis of costs

April 16 – Submit schedule of proposed fees to Finance

- At our last School Council meeting in February, Jeff discussed School Fees and the process that in place when setting school fees. At that time, he provided everyone with a copy of current fees for the 2018-19 school year and explained that staff was currently reviewing fees and that we would be discussing fees for the 2019-20 school year at the March meeting.
- Today, Jeff provided an updated list of courses and fees that is proposed for the 2019-20 school year. He reiterated school fees are “cost recovery” and are reviewed annually for the upcoming school year according to the following process:
  - The Principal shall consult with parents on proposed fees at a School Council meeting by demonstrating the need to charge the fee (supporting the amount with costs).
  - The Principal shall review proposed fees in order to ensure fees are comparable among schools.
  - The Principal shall forward proposed school fees to the Superintendent or designate for review and approval.
  - The fee schedule will be submitted to Alberta Education for final approval.

Parents had an opportunity to ask questions about fees. School fees will be sent in to Central Office for approval.

### **Library Redesign**

There has been some discussion about redesigning the library space over the past several years. Since our last PAS and School Council meetings, I met with our Library Design Committee members – Trisha Lake and Jen Rice. We visited Pine Street to see the library that was renovated and redesigned last year. I have spoken with the rep from School House Products a few times now and spent looking at what previous admin had worked with her on, as well as some new things. I should have a diagram and a quote to share with PAS by the 19<sup>th</sup>, which is our next meeting. This is something we may want to consider.

**EIPS parent Survey** – Annually, EIPS conducts a parent survey to gauge its progress towards meeting the goals and priorities outlined in its Four Year Educational Plan. Families are asked a series of

questions about their experiences with EIPS and the school their child attends, the overall performance of the Division, the quality of education being provided to students and areas for improvement. New this year, the survey includes questions about cellphones and personal devices. Your feedback will help the EIPS Board of Trustees develop a policy about cellphones and their use within the school.

The survey feedback will help the Division develop new strategies to better serve students and the wider community. Survey closes March 29. The survey is anonymous and only takes a few minutes to complete. Parents can share the experience of more than one child attending an EIPS school, by simply complete the survey again.

c. **Mental Health Capacity Building**

- April 17 - Cannabis Info Night
- March 19 – Connecting with Kids
- March 20 – Family Restructuring
- March 26 – Emotional Regulations
- Emotional Anxiety
- Parent Info Night – Vaping / LGBTQ end of April to align with Pride Week June 1

d. **Committee of School Councils (COSC) Report**

- [COSC link on EIPS](#) – resources for parents to support Numeracy at home

Old Business

a. **No family dance this year**

b. **Community Building**

- May – considering Family Picnic in the field, will check to confirm no conflict with soccer/baseball. Will also look into County outdoor facilities.

New Business

N/A

Round Table

N/A

Next Meeting

April 9, 2019 @ 6:30pm, Lakeland Ridge School Library. Childcare will be available.

Motion to adjourn was made at 8:10pm and was passed unanimously.

Contact Parent Council

Email: [lrschoolcouncil@gmail.com](mailto:lrschoolcouncil@gmail.com)

Website: <http://lakelandridge.ca/parent-info/school-council>