



**Fort Saskatchewan Elementary Parent Council  
ANNUAL GENERAL MEETING  
MINUTES – September 26, 2022**

---

Attendance: Veronica Barton, Kristi Cockburn, Shelby Labrecque (Principal), Sarah Pieterse, Stephanie Stoddard, Lauren Taubenheim, Tracey Thompson (Teacher), Nicole Way, Kenzie Wilson, Caitlyn Zabrick, Kim Zapesocki (Vice Principal)

Regrets: Ralph Sorochan

1. Call to Order at 5:34 pm – meeting chaired by Caitlyn Zabrick
2. Introductions
3. Motion to approve the agenda – moved by Lauren, seconded by Nicole, carried
4. Motion to approve the Minutes of May 18, 2022 – moved by Lauren, seconded by Nicole, carried
5. Reports
  - a. Admin Report– 1. Welcome & introduction! 2. Kudos! Thank you to all for coming out to our first School Council meeting of the year! Thank you to our 2022-23 School Council & Parent Society Executive! Chair – Caitlyn Zabrick Co-Chair – Stephanie Stoddard Treasurer – Lauren Taubenheim Secretary - Nicole Way 3. Budget/Enrollment Currently our enrollment K to 6, including our LINKS class is: 284 (up from 263 around this time last year) Class Configurations (as of Sept. 19, 2022): Total K to 6 = 284 LINKS = 13 (Ms. DenBraber) ECS A = 23 (Ms. Wilson) ECS B = 25 (Ms. Thompson) Gr. 1 = 29 (Ms. Percy) Gr. 1/2 = 25 (Ms. Erickson - grade one = 10; grade two = 15) Gr. 2 = 29 (Ms. Buhler) Gr. 3 = 26 (Ms. Morin) Gr. 3/4 = 22 (Ms. Frey/ Ms. Da Costa - grade three = 10; grade four= 12) Gr. 4 = 29 (Ms. Chaisson) Gr. 5 = 31 (Ms. Simpson) Gr. 6 = 32 (Ms. Bohn) Music (Ms. Zapesocki) Counsellor (Pieterse) Classified Staff includes: LINKS: Ms. Fudge, Ms. Schmitke ECS: Ms. Cunningham, Ms. Payne Gr. 1: Ms. Atwood Gr. 1/2: Ms. Gervais Gr. 2: Ms. McKay Gr. 4: Ms. Fisher Gr. 5: Ms. Fox Gr. 6: Ms. Grismer Library: Ms. Stathum (part time) 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 Students are now able

to sign books out. Ms. Stathum is looking forward to having gr. 4, 5 and 6 students assist with various jobs in the library. 5. Our focus this year we will continue building on student success with the goal of at least one year of growth in literacy & numeracy. We will continue supporting student success by increasing collaborative partnership opportunities between school, home, and the greater community. 6. Other 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. 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 and Star Reading assessment tools in the 2022-23 school year. The Division's also launching a new assessment, called Star Math. 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. 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 now mandates all students in grades 1-3 complete additional literacy and numeracy assessments. Students in Grade 2 and Grade 3 completed these provincial assessments in September. Grade 1 students will complete the assessments in January 2023. EIPS also administers the assessments to all Grade 4 students to gauge learning loss from the pandemic, which the Division is now analyzing. 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/June)
Grade 1	STAR Early Lit	LeNS	LeNS
	STAR Math	CC3	CC3
		Gov	

		Numeracy Screener STAR Early Lit STAR Math	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
Grade 4	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.

7. September 30 is National Truth and Reconciliation Day & Orange Shirt Day. Schools are closed on this day so FSE will be planning events and encouraging staff and students to wear orange on September 29 in recognition and remembrance. Read In Week is from October 3 to 7 with the tag line Choose your own adventure. Many guest readers and fun activities are being planned so keep your eyes open for more information coming soon! On October 6 from 5 to 7:30 p.m. the Fort Saskatchewan High School is hosting a Community Event meant to bring all kindergarten to grade 12 Elk

Island Public School families in Fort Saskatchewan together in a fun night of food, community building and learning. This event will have booths and sessions sharing various school and community resources. Our student/parent/teacher conferences will be held from 3:30 – 6:30 p.m. on October 19 and 20. We will be using a new interview time sign up software. More information to come! Our first Food Bank Drive of the year will be October 24 – 31. Grade 6 immunization will be on October 28. Consent forms will be coming home soon. Soccer intramurals will be starting October 4 and will be happening during lunch recess for grade 4, 5 and 6.

- b. School Trustee's Report - 1) APPRECIATION - to everyone for their engagement in School Council, this evening. 2) BOARD ORGANIZATIONAL MEETING – Held on August 25, 2022. Trustee Boymook was acclaimed Board Chair and Trustee Holowaychuk was acclaimed Board Vice-Chair. Appointments to various committees will be approved at the September Board Meeting. 3) RESERVE SPENDING – The Board of Trustees approved administration's recommendation to ask the Minister of Education for permission to access Division reserves. Specifically, Elk Island Public School will ask to use \$2.2 million (\$1 million from operating reserves and \$1.2 million from capital reserves). This is emergent costs for needed repairs to Salisbury Composite High's stormwater drainage system. To minimize school disruptions, if approved, the work will take place during school break periods, as possible. 4) REMINDER - EIPS 3-YEAR ENGAGEMENT STRATEGY – Over the next 3 years, EIPS will engage the community about several important topics, identified as areas of concern, - categorized into four specific projects. Project 1 – Three-Year Strathcona Engagement (Attendance Areas, French Immersion Review, System Program Review, Balance Senior High enrolment) Project 2 – Enrolment Pressures (James Mowat). Last meeting was on Sept 22. An online survey is available at [www.eips.ca](http://www.eips.ca) for those unable to attend. Project 3 – LOGOS Program Review Project 4 – Value Scoping Session - Vegreville (used to identify solutions that provide highest value while maximizing utilization and functionality of school infrastructure to create optimal learning environments). Meetings took place in May/June and are continuing, this fall. Keep an eye on [www.eips.ca](http://www.eips.ca) for updates and further information. 5) UPCOMING ASCA (Alberta School Council's Association) EDUCATION RALLY – October 22, 2022, at 1:00 PM on the Legislative grounds. (Planned in partnership with the ATA.) Everyone is welcome. 6) ASCA MEMBERSHIPS – Reminder that all school councils that wish to have their membership fees paid by the division need to email [corrie.fletcher@eips.ca](mailto:corrie.fletcher@eips.ca) by October 1st, 2022. To learn more, please visit [albertaschoolscouncils.ca](http://albertaschoolscouncils.ca) 7) COSC MEETING DATES - have been set for the 2022-23 school year. 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 5, 2022 - Meet and Greet; November 2, 2022; January 4, 2023; February 1, 2023; March

1, 2023; April 5, 2023; May 3, 2023 8) NEW COSC LIAISON - Communication Services has hired Emma Small as the Communications and Public Engagement Assistant for the Division. She's also taking over as the COSC Liaison. So, make sure to look for future emails from emma.small@eips.ca. If you have any questions or concerns, feel free to contact her anytime. 9) READ-IN WEEK - EIPS is excited to recognize Read-In Week into our schools from October 3-7. The theme is Choose Your Own Adventure. This year, we're happy to go back to the tradition of being able to invite visitors into schools to share their love of reading with students. 10) NATIONAL DAY FOR TRUTH AND RECONCILIATION - September 30 is the second annual National Day for Truth and Reconciliation, a federal statutory holiday created to honour the survivors of the residential school system, the children who never returned home, as well as their families and communities. Because it's a school closure day, the Division will recognize the day on September 29. First Nations, Métis and Inuit Education lead teachers have been given resources to assist schools in preparing for and on the day on September 29. Division staff and students are encouraged to wear orange shirts to commemorate the solemn day of remembrance of the tragic history and ongoing impacts of the residential school system. Learn more about the residential school system and events across the country on the Government of Canada website and from the National Centre for Truth and Reconciliation. 11) TREATY 6 AND MÉTIS FLAG RAISING AT CENTRAL SERVICES: VIDEO - On June 13, 2022, the Treaty 6 and Métis flags were officially raised at EIPS Central Services. The flags will fly permanently alongside the flags of Canada and Alberta. The flags are symbolic of the nationhood of First Nations and Métis peoples along with the nation-to-nation relationships held with the Crown and Canada 12) UPCOMING EIPS PUBLIC BOARD MEETING – October 20th at 10:00 AM. Board Meetings are live- streamed on You Tube.

- c. COSC (Committee of School Councils) Report – no report.

Action: Renew membership

- d. Parent Council Chair's Report- Caitlyn gave a summary. Fundraisers did not do the best last year. The capacity of Parent Council and Society was greatly impacted by COVID. With Parent Council/Society meetings we struggled attendance wise. Breakfast program was run by and through the school last year with grants they had received, not society funded. We lost money through hot lunches last year.

- e. Treasurer's Report (Breakfast Program)  
-bank balance \$1329.16 (Account inactive)

- f. Breakfast Program Report (numbers, fundraising)

-The school will continue to stock the mini fridges. Please let Parent Council know if funds for the breakfast program will be needed this year

g. Hot Lunch – once a month hot lunches. We are able to hand out pizza this year, so will look at having two Perry’s pizza lunch dates. Would like to do a hot dog lunch but we will need to look into it. The first lunch, Boston Pizza, had many orders and went well. Milk and Cookie dates Kinder A Monday December 19 and the rest of the school Tuesday December 20.

6. Business Arising from the Minutes – Looking at the possibility of doing a popcorn/chip day. We will look into the school’s food policy.

7. New Business

a. Elections of Executive for 2022-2023 School Year (Kristi Cockburn chaired this part of the meeting after reviewing the positions and responsibilities):

All positions were acclaimed:

Chairperson: Caitlyn Zabrick

Vice Chairperson: Stephanie Stoddard

Secretary: Nicole Way

Treasurer: Lauren Taubenheim

b. Confirm signing authorities for the Breakfast Program bank account:

For “F.S.E.S BREAKFAST PROGRAM 5840756” at Servus Credit Union, the account will remain 2 to sign.

Stephanie Stoddard is to be added.

The signors are:

1. CAITLYN ZABRICK – Chair

2. STEPHANIE STODDARD – Vice-Chair

2. NICOLE WAY - Secretary

3. LAUREN TAUBENHEIM – Treasurer

The NetBanking Adminstrator will be Lauren Taubenheim

Moved by Caitlyn Zabrick, seconded by Nicole Way, carried.

8. Next Meeting: Tuesday, October 25 at 5:30

9. Meeting Adjourned at 6:13 pm