

Minutes for Mills Haven School Council

A meeting of the Mills Haven Elementary School Council was held on April 19th, 2022. The meeting was presided over by Chair Sherry Jones, and Kendra Roemer took the minutes.

Attendees

Caleb V	Cathy A	Janice S
Aida D	Stacey J	Kendra R
Jon E	Steph M	Sherry J

Call to Order

The MHSC meeting commenced 6:05 pm

Approval of Old Minutes

The March 15th, 2022- motion to accept by Kendra R and seconded by Sherry J.

Adoption of Agenda

Motion to accept by Sherry J and seconded by Kendra R.

Reports

[Chair's Report](#) (Caleb & Sherry)

Trustee Report (Cathy)

School Report (Janice)

Review of Agenda

Chair Report

- Mr. Vetter introduced themselves
 - Submitted resignation
 - Ms. Jones introduced themselves
 - Upcoming events outlined
 - MHSC BBQ May 24th, 5:30 pm, adults only
 - June 3rd, School pancake breakfast, council members volunteered
 - June 27th, Carnival and Teddy bear picnic
 - 30 parent volunteers are needed
 - Council will provide hot dogs
 - Sherry asked Jon to send an update on the German class lunch
 - Grade 6 fair well gift and photos

- Discussed the 2022-2023 school year and what events the MHSC would like to host

Trustee Report

- Ms. Allen introduced themselves
 - Before-and-after school: village of Andrew
 - Working Together
 - Policy Amendments
 - ASBA Edwin Parr award: 2022
 - Friends of Education: 2021
 - Three-Year Capital Plan: 2023-26
 - Budget Reallocation: 2021-22
 - Reserve Requests: 2021-22
 - Financial Projections: 2021-22
 - Unaudited Financial Report: September 2021 To February 2022
 - Letter To Education Minister Lagrange

School Report

- Mrs. Sundar introduced themselves
 - Calendar Review
 - Staffing Update
 - Floor Hockey Intramurals
 - Learning Disruption Funding
 - Planning for Next Year

Announcements

The next MHSC & MHSSES Meeting will be on May 24th, 2022, at 6:30 pm

Adjournment

- Motion to adjourn meeting by Sherry J, and seconded by Kendra R
- Meeting adjourned at 7:35 pm

Mills Haven School Council Chair Report
Caleb Vetter, MHSC Chair
March 15, 2022

In the month of March, MHSC has been working towards our goals of event planning and execution supporting student learning and community connection at Mills Haven Elementary School. In hearing from team members about the desires they have regarding the chair position at MHSC, I have determined that it will serve our interests best for me to resign my position and have the vice-chair take on the duties of the chair. Sherry brings an understanding and passion for the necessary activities that will serve this community in amazing ways. I look forward to continuing to support the activities of MHSC as we transition to this new phase of increased involvement and collaboration.

Sherry Jones will be stepping into the position of Mills Haven School Council Chair from the Vice Chair position.

Sincerely,
Caleb Vetter
MHSC Chair - millshavenchair@gmail.com

Trustee Report – Mills Haven School Council Meeting

Cathy Allen

April 19, 2022

BEFORE-AND-AFTER SCHOOL: VILLAGE OF ANDREW

The Board heard a presentation from Andrew Mayor Barry Goertz, who discussed ways to increase Andrew School’s utilization rate and benefit Andrew families at the same time. He asked the Board to consider establishing a child care centre in the unused space at Andrew School—both a full-time and before-and-after school program. The Board thanked Mayor Goertz for taking the time to present his ideas to trustees.

WORKING TOGETHER

The Board heard a presentation from Tammy Ann Pickett, a Councillor with the Village of Andrew. She discussed ways EIPS and the Village of Andrew can work together to help build the community. She asked the Board to consider new strategies to promote Andrew School and improve busing services to encourage higher enrolment at Andrew school. She also asked the Board to continue to work with the village’s council to help it achieve its long-term vision for the area—using the slogan, “Go far, Go slow, Go together.” The Board thanked Pickett for taking the time to present feedback to trustees.

New Business

POLICY AMENDMENTS

The Board approved the following policy amendments:

- [Board Policy 2: Role of the Board](#)
- [Board Policy 20: Assessment and Reporting of Student Learning](#)
- [Board Policy 21: Expense Transparency](#)

Several amendments were made to the policies—all to strengthen clarity, language and readability.

ASBA EDWIN PARR AWARD: 2022

The Board and administration finalized this year’s EIPS Edwin Parr Teacher Award nominee, Kristin Davies, a teacher at Sherwood Heights Junior High school. Annually, the Alberta School Boards Association (ASBA) hosts the award to honour and recognize first-year teachers and their pedagogical excellence. Davies was selected because of her outstanding commitment to education, capacity building, and innate ability to encourage a love of learning in students.

FRIENDS OF EDUCATION: 2021

The Board approved nominating Shell Canada for the 2022 Friends of Education Award, an annual event hosted by ASBA. The award's purpose: To recognize and thank the many Alberta-based organizations that contribute to education in their community. For the last five years, Shell Canada has made significant financial contributions to EIPS, including \$185,000 to help develop land-based learning spaces at nine schools—eight in Fort Saskatchewan and one in Bruderheim. More are planned in Sherwood Park and Strathcona County. The purpose of the spaces is two-fold. First, they are places for students, staff and community members to come and learn from the land. And, secondly, they are ethical spaces for Indigenous students that represent the land acknowledgment and treaty obligations. Additionally, on an ongoing basis, Shell Canada generously provides volunteer employees to enhance learning within EIPS classrooms—such as the Fuelling Kindness campaign, READ IN Week, Week of Inspirational Math and various other EIPS initiatives. Collectively, Shell's ongoing support offers students a huge advantage, enhances student learning, and makes a lasting difference in Division schools.

THREE-YEAR CAPITAL PLAN: 2023-26

The Board approved EIPS' 2023-26 Three-Year Capital Plan. Annually, the Board reviews and updates the plan to prioritize its key capital projects. The top three capital priorities for the Division are:

Priority 1: Construction funding to replace Sherwood Heights Junior High and École Campbelltown (grades K-9).

Priority 2: A replacement school for Rudolph Hennig Junior High and Fort Saskatchewan High (grades 7-12).

Priority 3: A replacement school for James Mowat Elementary (grades K-6).

Now approved, the Division will submit the Three-Year Capital Plan to the province for funding consideration.

BUDGET REALLOCATION: 2021-22

The Board approved a budget reallocation of unanticipated surplus. The Division will use the funds to:

- Relocate a modular classroom unit to James Mowat Elementary from Fultonvale Elementary Junior High (\$263,000). Earlier this year, the Division requested funding for the modular unit from Alberta Education—funding is still uncertain. If the province denies the request, EIPS will proceed using the reallocated dollars.
- Community consultations regarding programming, enrolment and attendance boundaries (\$115,000).

RESERVE REQUESTS: 2021-22

The Board approved accessing \$1.4 million in operating reserves to:

- install emergency strobe lighting in career and technology studies area to enhance safety;
- complete facility condition assessments in all schools;
- replace the fire alarm panels at EIPS Central Services;
- hire a support analyst; and
- fund additional illnesses and Board-approved COVID-19 costs that arise between now and school year-end.

Report For Information

FINANCIAL PROJECTIONS: 2021-22

The Board received for information a report regarding the Division's financial projection for the 2021-22 year-end. Overall, there are no areas of concern with respect to deficits. EIPS projects its accumulated surplus to drop by \$2.9 million from its audited balance on Aug. 31, 2021. As well, operating reserves will decrease by \$2.9 million, capital reserves will increase by \$300,000 and tangible capital assets will decrease by \$300,000. The budget variance is \$4.2 million—primarily the result of unanticipated increases to the Division Unallocated Operating Reserve and unbudgeted projected surpluses at schools and departments. Finally, the projected Division Unallocated Reserve remains above the recommended 2 per cent of operating expenses (see pg. 121, "[Financial Projections 2021-22](#)").

UNAUDITED FINANCIAL REPORT: SEPTEMBER 2021 TO FEBRUARY 2022

The Board received for information the EIPS Unaudited Financial Report for the six-month period ending Feb. 28, 2022. Overall, revenues exceeded expenses resulting in an operating surplus of \$1.34 million. Revenue for the six months is \$93.51 million, which represents 50 per cent of the year-to-date budget—an expected percentage for the fiscal year midpoint. Meanwhile, total expenses are \$92.17 million, representing 48 per cent of the year-to-date budget—slightly below what the Division anticipated. (see pg. 135, "[Unaudited Financial Report for Sept. 1, 2021 to Feb. 28, 2022](#)").

LETTER TO EDUCATION MINISTER LAGRANGE

The EIPS Board of Trustees sent a letter to Minister LaGrange requesting a delay for draft curriculum implementation to September 2023. This will give time for the updated Program of Studies to be piloted in more schools in Alberta and the opportunity for the creation of the required resources.

School Council Administration Report
Jon Elzinga and Janice Sundar
April 19th, 2022

Calendar Review

1. April 14 – Trial of Goldilocks presented by Salisbury Composite High School
2. April 20, 21 & 25 – German Language Exam (Grade 6's)
3. April 21 – Pizza Party and Movie Afternoon
4. April 22 – Grade 6's Tour Cloverbar School
5. April 29 – Class Photos
6. May 2-5 – Artist in Residence
7. May 9-12 & 16 – Staff Land Based Learning Days
8. May 17 – School Council Meeting and Parent BBQ
9. May 18 – Grade 6 ELA PAT
10. May 27 – Track and Field
11. May 30 – Kindergarten Information Night

Staffing Update

1. Ms Fillion's last day at Mills Haven was today. We wish her all the best on her maternity leave and look forward to having her back in a year's time. We have hired Mary Mackey as an EA primarily helping out in grade 5. We also hired Tracey Dickey for the remainder of the school year as an EA to help out in various grades throughout the school.

Floor Hockey Intramurals

1. Grade 4-6 Floor Hockey Intramurals are continuing on on Tuesdays, Wednesday and Fridays at lunch recess time. The championship game will be on May 11. Who will be this year's champion?

Learning Disruption Funding

1. We received the funding for the grade 1 learning disruption funding. We have assigned Sara Kowalski to help our grade 1 students who need a little extra support. Intervention time will begin next week.

Planning for Next Year

1. Enrollment for next year is projected to be 446 students an increase of 17 students from our current population. Schools receive their budgets on Friday and from that point we will begin the staffing process for next year. Once we have staffing and class configurations determined, we will begin

putting together class lists for next school year. Class lists will not be released until the first day of school.