

Minutes for Mills Haven School Council

A meeting of the Mills Haven Elementary School Council was held on January 17th, 2023. The meeting was presided over by Chair Kendra Roemer, and Steven Kotschorek took the minutes.

Attendees

| | | |
|----------|------------|----------|
| Kendra R | Courtney P | Steven K |
| Stacey J | Aida D | Erika S |
| Monica D | Stefanie M | Cathy A |
| Janice S | Barb | Kari |
| Jon E | Krista | |

Call to Order

The MHSC meeting commenced at 6:01 pm

Approval of November 2022 Minutes

- Motion to Accept (Steven & Barb accepted)

Adoption of Agenda

- Motion to Accept (Stefanie & Courtney accepted)

Communications Representative

- Nomination of Krista as communications representative by Kendra (Courtney & Stephanie accepted)

Review of Agenda

1. Chair and COSC Report (Kendra)
 - a. Parent teacher interview bottle drive proposal – Motion to move to fund raising meeting by Jon (Kendra accepted).
 - b. School Dance Proposal - Courtney
 - c. Motion to move selection of next year’s council, to occur during the AGM by Kendra (Courtney accepted)
 - d. Motion to combine school council grant with COSC grant by Kendra (Stephanie and Krista accepted).

2. Trustee Report (Cathy) – Presented by Jon
3. School Report (Jon & Janice)

4. School Fees
 - a. Fee Survey

5. Feedback Requested
 - a. School Photos
 - b. Name the Raven – Winner is Big Ray

6. Meetings for the Remainder of the Year
 - **Next Meeting – March 14, 2023**
 - May 23, 2023

Motion to adjourn meeting

- Meeting adjourned at 7:28 pm (Kendra & Stacey accepted)

School Council Administration Report

Jon Elzinga and Janice Sundar

January 17, 2023

Staffing Update

- **EA's** – We have received some mid year funding due to some complex students new to Mills Haven this year in kindergarten and Division one. With those funds we have been able to hire two EAs to help out in Kindergarten and Division 1. Troy Redshaw will start with us on Monday January 16. Lily Hauck will start with us on Wednesday January 18.
- **Kari's Time** – EIPS has given us some additional funds in order to draw down on their surplus. With those funds we have been able to increase Kari Siewert's hours. Kari has been a tremendous support to our families in need and our at risk students, but her time was limited and her caseload was only growing. Starting Monday, Kari will now be working full time at Mills Haven until the end of the year.

Intramurals and Extra Curriculars

Floor Hockey Intramurals have begun for grade 4-6. The Stanley Cup Final will be on February 28. Curling begins January 18 for grades 1-3 and will run until March 23. Badminton for grade 6 will run from March 2 until April 29. Basketball for grades 5 and 6 will run from April 3 to May 31. Student Leadership has also had their first meeting and will be organizing some events in the near future.

Ski Trip - January 27, 2023

Due to cold weather our ski trip in December had to be rescheduled. The new date will be January 27, 2023. A big thank you to Mrs. Tally and Ms. Headrick for all of their hard work organizing this event.

Returning Student Registration for 2023-24

Elk Island Public Schools (EIPS) will once again conduct an online returning student registration process to confirm student registrations for the 2023-24 school year. Families of all current students—with the exception of graduating Grade 12 students—must complete the process to confirm the school their child plans to attend in the 2023-24 school year or advise the Division of their plans not to return to EIPS. Additionally, students who want to attend a non-designated school need to make that request through the returning student registration process—acceptance is based on available space. The 2023-24 returning student registration takes place Feb. 1-28, 2023.

Registration for the German Language and Culture (GLAC) Program also takes place during the returning student registration period. GLAC is open to any students in Kindergarten-Grade 5 who attend Mills Haven Elementary. For more information on German programming, please contact the school office.

Access to the Returning Student Registration Form is provided through the PowerSchool Parent Portal. If you don't have a PowerSchool Parent Portal account, you need to set one up before Feb. 1, 2023. For more information, contact Mrs. Reil at 780-467-5556.

Alberta Education Assurance Survey

The [annual survey](#) that gathers feedback on behalf of schools and school authorities to understand what works well and what need improvement will go out our grade 4 students, grade 4 parents and teachers during the month of February. Thank you to all the parents for providing feedback to help Mills Haven be an even greater place to be!

January 30 PL Day

Our next Professional Learning Day will be on January 30, 2023. On that day in the morning, all staff will be in one of three committee meetings (numeracy, literacy and citizenship) looking at how to continue to support our students at MHV. In the afternoon all staff will participate in a beading activity with our Metis Artist in Residence, Connie Kulhavy.

Winspear Field Trip - February 15 - Grade 4

The grade fours will be going on a field trip to the Winspear Centre on to watch the Edmonton Symphony Orchestra. Thank you to the fundraising society for their generosity in funding this field trip for our students.

Appendix A - Alberta Assurance Measures Summaries

Required Alberta Education Assurance Measures - Overall Summary

Spring 2022

School: 3329 Mills Haven Elementary School



| Assurance Domain | Measure | Mills Haven Elementary School | | | Alberta | | | Measure Evaluation | | |
|--------------------------------|---|-------------------------------|------------------|---------------------|----------------|------------------|---------------------|--------------------|-------------|-----------|
| | | Current Result | Prev Year Result | Prev 3 Year Average | Current Result | Prev Year Result | Prev 3 Year Average | Achievement | Improvement | Overall |
| Student Growth and Achievement | Student Learning Engagement | 86.1 | 90.6 | n/a | 85.1 | 85.6 | n/a | n/a | n/a | n/a |
| | Citizenship | 89.2 | 90.1 | 89.9 | 81.4 | 83.2 | 83.1 | Very High | Maintained | Excellent |
| | 3-year High School Completion | n/a | n/a | n/a | 83.2 | 83.4 | 81.1 | n/a | n/a | n/a |
| | 5-year High School Completion | n/a | n/a | n/a | 87.1 | 86.2 | 85.6 | n/a | n/a | n/a |
| | PAT: Acceptable | n/a | n/a | 94.3 | n/a | n/a | 73.8 | n/a | n/a | n/a |
| | PAT: Excellence | n/a | n/a | 29.0 | n/a | n/a | 20.6 | n/a | n/a | n/a |
| | Diploma: Acceptable | n/a | n/a | n/a | n/a | n/a | 83.6 | n/a | n/a | n/a |
| | Diploma: Excellence | n/a | n/a | n/a | n/a | n/a | 24.0 | n/a | n/a | n/a |
| Teaching & Leading | Education Quality | 95.6 | 94.0 | 93.5 | 89.0 | 89.6 | 90.3 | Very High | Maintained | Excellent |
| Learning Supports | Welcoming, Caring, Respectful and Safe Learning Environments (WCRSLE) | 91.6 | 92.7 | n/a | 86.1 | 87.8 | n/a | n/a | n/a | n/a |
| | Access to Supports and Services | 80.5 | 86.4 | n/a | 81.6 | 82.6 | n/a | n/a | n/a | n/a |
| Governance | Parental Involvement | 84.8 | 83.7 | 76.7 | 78.8 | 79.5 | 81.5 | Very High | Maintained | Excellent |

Supplemental Alberta Education Assurance Measures - Overall Summary

Spring 2022

School: 3329 Mills Haven Elementary School



| Measure | Mills Haven Elementary School | | | Alberta | | | Measure Evaluation | | |
|--|-------------------------------|------------------|---------------------|----------------|------------------|---------------------|--------------------|------------------------|-----------|
| | Current Result | Prev Year Result | Prev 3 Year Average | Current Result | Prev Year Result | Prev 3 Year Average | Achievement | Improvement | Overall |
| Diploma Exam Participation Rate (4+ Exams) | n/a | n/a | n/a | n/a | n/a | 56.6 | n/a | n/a | n/a |
| Drop Out Rate | n/a | n/a | n/a | 2.3 | 2.6 | 2.6 | n/a | n/a | n/a |
| In-Service Jurisdiction Needs | 92.4 | 92.1 | 95.8 | 83.7 | 84.9 | 85.1 | Very High | Maintained | Excellent |
| Lifelong Learning | 89.0 | 90.9 | 62.5 | 81.0 | 82.1 | 72.0 | Very High | Improved Significantly | Excellent |
| Program of Studies | 91.5 | 89.6 | 85.4 | 82.9 | 81.9 | 82.3 | Very High | Maintained | Excellent |
| Program of Studies - At Risk Students | 81.3 | 82.9 | 80.3 | 81.9 | 82.7 | 84.8 | Low | Maintained | Issue |
| Rutherford Scholarship Eligibility Rate | n/a | n/a | n/a | 70.2 | 68.0 | 66.4 | n/a | n/a | n/a |
| Safe and Caring | 93.2 | 92.9 | 92.4 | 88.8 | 90.0 | 89.2 | Very High | Maintained | Excellent |
| Satisfaction with Program Access | 79.4 | 71.2 | 77.4 | 72.6 | 71.8 | 74.1 | High | Maintained | Good |
| School Improvement | 81.6 | 84.2 | 83.4 | 74.2 | 81.4 | 81.3 | Very High | Maintained | Excellent |
| Transition Rate (6 yr) | n/a | n/a | n/a | 60.3 | 60.0 | 59.8 | n/a | n/a | n/a |
| Work Preparation | 86.1 | 87.5 | 87.8 | 84.9 | 85.7 | 83.5 | High | Maintained | Good |

Trustee Report – Mills Haven School Council Meeting

Cathy Allen

January 17, 2023

EIPS 2022-23 FALL BUDGET

The Board approved the EIPS 2022-23 Fall Budget for the period of Sept. 1, 2022 to Aug. 31, 2023. The Board originally approved the 2022-23 operating budget on May 25, 2022. Every fall, the budget is updated to account for current information regarding enrolment numbers, revenue changes, actual carry-forward amounts, expenses and planned reserve spending. Overall, the EIPS 2022-23 budget provides stability for schools and maintains essential services (see pg. 54, "[2022-23 Fall Budget](#)").

Highlights from the Fall Budget Report: 2022-23, include:

operating budget – \$206.21 million, which includes an \$8.23-million draw from operating reserves

operating reserves – \$4.93 million, as of Aug. 31, 2023.

capital reserves – \$460,000, as of Aug. 31, 2023

instructional spending – 78.4% of the total budget, equating to \$9,560 per student.

system administration spending – \$4.59 million, 2.2%, of total expenses.

NOTE: System administration spending is within the \$6.3 million provided by Alberta Education. EIPS will distribute the surplus funds for other uses, as allowed in the *Funding Manual for School Authorities 2022-23 School Year*.

RESERVE TRANSFER

The Board approved the transfer of \$1 million from its operating reserves to its capital reserves to support the stormwater project at Salisbury Composite High School.

UNAUDITED FINANCIAL REPORT: SEPTEMBER TO NOVEMBER 2022

The Board received for information the Unaudited Financial Report for EIPS, prepared by Financial Services. As of Nov. 30, 2022, revenues exceeded expenses, resulting in an operating surplus of \$1.65 million. The operational revenue for the three months was \$49.03 million, which represents 26 per cent of the budget. Meanwhile, total expenses incurred was \$47.38 million, which represents 24 per cent of the budget. The primary reason for the surplus: costs associated with staffing, services and supplies incurred later in the school year.

MENTAL HEALTH IN SCHOOL PILOT PROGRAM

EIPS received \$1.94 million from Alberta Education to support the implementation of the Junior High RE-Set room in each junior high school. This program is expected to begin in February 2023.

ANNUAL EDUCATION RESULTS REPORT 2021-22

The Board approved EIPS' *Annual Education Results Report 2021-22*, an Alberta Education reporting requirement that provides school families and community members with information about the Division. It also serves as a mechanism to improve accountability and transparency with local stakeholders. The *Annual Education Results Report 2021-22* features detailed information about how EIPS is doing relative to Alberta Education's performance measures; how the Division's supporting students to achieve the best possible outcomes; and highlights its successes, challenges and priorities moving forward. To read the report visit, eips.ca

EIPS ASSURANCE REVIEWS

Throughout November and December, the Board took part in the Assurance Reviews, a division wide forum for departments schools to share with the Board their individual results, annual plans, successes, challenges and growth opportunities. The Assurance Reviews allow trustees to gain a holistic understanding of what is happening throughout the division. Collectively, these help inform future decision-making and Board advocacy efforts.

THREE-YEAR PUBLIC ENGAGEMENT

EIPS LOGOS CHRISTIAN PROGRAM

Over the last few years, enrolment in Logos has declined significantly, making it challenging to offer fulsome Logos programming. To determine the best possible solution for addressing the enrolment decline, EIPS consulted the Logos school community, using a two-phased engagement approach, between June and October of 2022. Initially, EIPS planned to bring forward a recommendation for Project 3: Logos Christian Program Review in November 2022. However, the feedback from Phase 1 and Phase 2 of the public engagement effort indicated the Logos community wanted time to promote the program before the upcoming returning student registration process. As such, the Division has postponed a final decision about the Logos programming until after the returning student registration process takes place in February 2023.

If registrations increase significantly, EIPS will recommend the Board keep the elementary program unchanged at both Brentwood Elementary and Westboro Elementary. If registrations stay relatively flat, EIPS will recommend the Board consolidate the elementary program at Brentwood Elementary, starting in 2023-24.

Overall, the delay allows the Board to see the actual registration numbers for Logos in 2023-24, and it gives Logos the time to promote the program leading up to the returning student registration process. The Board will ensure the decision it makes is in the best educational interests of all students—expected mid-March. EIPS will also continue to review all elementary and junior high Logos program locations and their sustainability on an ongoing basis.

ATTENDANCE AREA

The Division is exploring possible changes to the junior high attendance boundaries in Sherwood Park:

- moving the feeder school for all regular program students at Brentwood Elementary to F.R. Haythorne Junior High for grades 7 to 9; and
- moving the feeder school for students living within Lakeland Village, Summerwood and Summerwood North to Clover Bar Junior High for grades 7 to 9.

Initially, EIPS planned to bring forward a recommendation for the Attendance Area Cleanup in November 2022. However, more time is needed before making a decision, as public consultations are still ongoing for several Division programs. Any decisions made about the junior high attendance areas will take effect in 2024-25, at the earliest. EIPS remains committed to ensuring the final Attendance Area Cleanup recommendation respects the feedback collected during the public consultations.

JAMES MOWAT ELEMENTARY: ENROLMENT PRESSURES

Over the last few years, Fort Saskatchewan has experienced substantial residential growth. In fact, the growth is at a point where it affects the Division's ability to provide accommodation for students living in the area. For EIPS, addressing enrolment pressures at James Mowat Elementary is most critical. That's because, despite adding one modular classroom, the school reached full capacity in 2022-23. The key factor to the school's student growth is it's the designated receiving school for the city's Westpark neighbourhood. As such, the Division anticipates the high enrolment to continue at the school as Westpark develops and families move in.

The Board approved the following recommendations:

1. introduce a Random Selection Process Pilot to address the enrolment pressures at James Mowat Elementary, based on a Closed-Boundary Priority Scale—effective for the 2023-24 school year;
2. make Fort Saskatchewan Elementary the alternate-designated school for the James Mowat Elementary attendance area;
3. allow grandfathering for all current students enrolled at James Mowat Elementary; and
4. apply busing fees as outlined in the Transportation Fee Schedule.

Essentially, if registrations exceed the available space for a specific grade, James Mowat Elementary will use a random selection process to accept new children to the school. Students currently attending James Mowat Elementary, regardless of where they live, can continue attending the school. Children with a sibling attending the school, and returning the following year, can register to attend the school. Those selected through the random selection process can stay at the school until they transition to junior high. Those not selected attend their alternate-designated school—Fort Saskatchewan Elementary.

FRENCH IMMERSION PUBLIC ENGAGEMENT

The next scheduled session will be held on February 7, 2023

LOCALLY DEVELOPED COURSES

The Board received for information a report about the locally developed courses available to students in 2022-23. For the second semester, the Division is renewing three locally developed courses—Musical Theatre 15, 25, and 35. It also acquired two new locally developed courses—Self-directed Learning 15-3 and Social Skills 15-5.

QUEEN'S PLATINUM JUBILEE MEDAL

The medal is handed out to select Albertans who have contributed significantly to the province over the last year. Superintendent Liguori was recognized for his work in helping navigate schools, staff and students through the pandemic.

SUPERINTENDENT SEARCH

The search will remain open until a suitable candidate is found. All Applications received by January 20, 2023 will be given careful consideration.

Please contact me with questions or concerns,

Cathy Allen

780-417-8109
cathy.allen@eips.ca

School Council Chair Report
Chair Kendra Roemer
November 22, 2022



- **Website**
 - The council has over the creation and management of the Council website page, and it will be linked to the Caregiver page
 - Status
 - Domain has been purchased
 - The theme has been created
 - Build is underway
 - Fundraising can continue to go through the school's page or

- **Mental health handouts**
 - Working with our FSLW (Family School Liaison Worker)
 - Resources for caregivers without the fear of judgement similar feelings

- **Administration/Support/Teacher support/appreciation**
 - Helping hands committee - to help the teachers where we can
 - The library is first
 - Volunteer Sign up will go out next week
 - Thursdays are the focus, 1-2 hours
 - 1-2 volunteers
 - Shared on social media
 - School Newsletter

- **Raven Fund**
 - This council is asking for a \$2000 budget from fundraising for the 2023-2024 school year.
 - Discretion is key in these situations, so how we communicate how the funds are spent is crucial

“The Raven Fund supports the students of Mills Haven at the discretion of the school administration where they feel the funds are most needed. This new initiative is to support the growing need for health and wellness for students. “

- Kari our FSLW will have a pivotal role in using the Raven Fund appropriately as she often works with families in crisis. She had mentioned how the fund would be beneficial in some of her previous positions. She also mentioned how the ability to access the funds immediately would be the fund's biggest asset. There are a lot of resources available for families going through difficult times, but often there is often a delay in completing paperwork etc.
 - Christmas hampers
 - Helping families find accommodations for the night after an eviction
 - Ect

- **Parent Teacher night – February 22-23**
 - Bottle Drive for – for the Raven Fund ***Note Due to a community donation we will not need to proceed with the bottle drive in February***
 - Supper for all staff on February 22

- **AGM**
 - Held at the end of each school year in **MAY**
 - Set up the council for the next year

Events to Discuss

- Dance (Courtney)
- Oil kings Game Group Section

Next Meeting: March 14 at 6:00 pm