



**ÉCOLE ST. PAUL ELEMENTARY SCHOOL  
SCHOOL COUNCIL MEETING MINUTES  
TUESDAY Dec 15, 2015**

**ATTENDEES** – Dwight Wiebe, Colleen Hughes, Suzanne Michaud, Tammy Riopel, Kirk Wilson, Rhonda Lafrance, Bodie Akindele, Jenn Looy, Karol Cabaj-Martin, Jana Dechaine

**A. WELCOME**

**B. PRESENTATION** – Zones of Regulation & Executive Functioning – Jana Dechaine - COSS

**C. CALL MEETING TO ORDER**

**D. APPROVAL OF AGENDA – all in favor**

**E. APPROVAL of MEETING for**  
November 17<sup>th</sup> Meeting – Colleen approves;  
Kirk Seconds

**F. BUSINESS ARISING**

1. New Executive Members  
Chairperson – Bodie until next meeting  
Vice Chairperson – Dwight W. until next meeting  
Secretary – Jenn Looy
  - Kirk will be included in correspondence
2. 3 Year Plan Review – tabled until next meeting
3. Feedback on last parent recruitment – successful drive, 4 dozen names submitted; SPERD email addresses; gmail address

**G. NEW BUSINESS**

1. Parking Lot/Morning Supervision – issues about supervision and drainage continue
2. Updates on Playground funding - \$7500 arrived in the bank account; will need parent help to prep the ground; committee will need to be set up; need to consider material costs, removal of tile, dig down, proper service; summer project; Rhonda will contact the company for details to set up project

**H. PRINCIPAL'S REPORT  
SCHOOL EVENTS:**

**November 26** – Student Led Conferences; good turn out

**November 30** – Eye Spy Eye screening for students in Grade 1 and 2 through PCN

**December ongoing activities** - Swimming, Door decorating contest; K of C fundraisers – ornaments, food, clothing or monetary donation

**December 5** – Feast of St. Nicolas; Family lunch

**December 8** – Reconciliation Grades 3-5

**December 11** – Crazy Hat and Christmas Sweater Day

**December 14** – Concert Dress Rehearsals -

**December 15** - English Christmas Concert at 1 pm

**\* Back To School Solutions** – sent us a cheque for \$500; will be put towards Breakfast Program

**Church Tours** – classes have been taking tours of the church with Father Gerard and Cynthia Martin

**\*Emergency Drills** – have practised fire drills and lockdowns a number of times

**\*Enrolment:** Currently up from last month at 341

**\* School Calendar 2016/2017** – Draft #1 of calendar has been put out. Looking for School Council/parent feedback. See attachment

**\* Staffing** – Mrs Andrea Larochelle will be retiring later on this week. A replacement will be hired for January 2016. Mrs. Leah Jackson will be staying on until February.

**\*Success Coach** – helped get jersey donation from local hockey team for students without jerseys; did presentation about Kelso's choice – differentiating between little problems and big problems; reviewed conflict resolution and when to seek assistance

**\* Passes** – starting in January, front office staff will have volunteer and visitor passes available for people when they check in to the office during the school day.

**\*Year of Mercy** – As a beginning to this year, our students and staff participated in

**UPCOMING EVENTS:**

**December 16** – French Christmas Concert at 1 pm

**December 17** - Family Activity

**December 18** – Les Musicos Sing Along; FSL students visit Sunnyside; early let out 2pm

**December 24** – 7 pm mass; choir performs

**January 8 @ 9:30** Christmas mass; Blessing of the doors

**I. TRUSTEE REPORT**

\*Board Chair Starosielski welcomed members of the press, Alberta Teachers Association Local (ATA) Vice-President Ron Wiebe, and the principal representative. \*The document titled "When Your Child Attends a Catholic School" will come back for final review by the Board after changes in consultation with the Bishop. The document will be shared with staff before it is ready to be shared with families of children enrolled in Catholic education. By about June of 2016, it will also be available on the École St. Paul Elementary School, École Racette School, École Mallaig School, and Division websites. \*Superintendent Brodziak gave an update on the Ashmont Secondary international trip which was previously approved by the Board. After checking with families and students, the trip will be deferred until the spring of 2017. An amended itinerary will be submitted to the Board by the fall of 2016. \*Trustee Young moved to defer any plans for international student travel for 2015-2016. Proposals for travel during the 2016-2017 school year will be considered based on information at the time the proposal is received. As stated in the procedures for international travel, all proposals must be submitted at least six months prior to departure. \*Superintendent Brodziak presented a draft of the 2016- 2017 calendar which was first presented to the Board in November. The current version includes professional development days which have been set with input from administrators. New this year, the calendar offers a 5-day break (3 school days plus a week-end) in November and a similar 5-day break in April. The calendar includes the Teachers' Convention break in February and a traditional spring break at the end of March. The current draft will be sent out for further input from schools, School Councils and staff. The final version is expected to be available in February. \*Trustees provided approval for letters requesting municipal support for the Division Family School Liaison (FSLW) program. The Board is thankful for the support received from current partners for this program which operates at a cost of more than \$800,000 annually. The FSLW program provides a valuable and well-used service to children and families. Services include individual and group counselling, crisis management, case consultation, and initiating referrals to other agencies. \*Trustees voted to add their support in a letter addressed to Minister Eggen in which the challenges of providing transportation in rural areas are discussed. \*As part of their regular policy review process, trustees reviewed Board Policy 18 - Community Engagement and Policy 19 - School Councils and held

further discussion about community engagement and the annual Council of School Councils meeting. All Board policies can be viewed on the Division website at [www.stpauleducation.ab.ca](http://www.stpauleducation.ab.ca)

\*Trustees approved a request for sponsorship of jackets for the St. Paul Regional High School curling team. \*Trustees denied a request for cross-area transportation for the current school year based on the disruption it would cause to other riders and their ride times and current agreements with a neighbouring school board. Trustees noted that families can always submit a request to be reconsidered in a subsequent year. \*Superintendent Brodziak reported on the following items: (1) The process of reviewing AP 261 Field Trips and Off-Site Activities is on-going. The intent of this review is to streamline procedures while keeping student safety in mind and ensuring parents are informed. (2) Effective December 1 all teaching jobs in the Division will be posted in Apply to Education. (3) AP 421 Teacher Growth Supervision and Evaluation has been revised to include a more precise definition of supervision and a clear provision for the Superintendent or a principal to name a designate to conduct evaluation. (4) The Division has applied to the Wellness Fund for \$60,000 to support further health and wellness improvements in the Division. Education about making healthy food choices and the availability of healthy food in schools will be a major focus area in this grant cycle along with continued work on increasing active living opportunities and promoting positive mental health in all Division schools. (4) At their recent meeting, principals provided feedback to the Division Communications Liaison on themes to promote the work of the Division and its schools using social media. (5) The Division has received \$1100 from the County of St. Paul to be applied to breakfast programs. (6) At their recent meeting administrators held considerable discussion about the impact of sports events on regular programming in schools. The matter will go to the St. Paul Athletic Association for further discussion. (7) Through the County of St. Paul FCSS, the Xtreme bus will be used for specially designated student trips. (8) Alberta Education is in the process of reviewing and updating the Teaching Quality Standards and the Principal Quality Practice Guideline. The Teaching Quality Standards is a ministerial document which

MORNING AFTER: Regular Board of Trustees Meeting Synopsis December 9, 2015 \*Press: Janani Whitfield, St. Paul Journal \*ATA Local Vice-President: Ron Wiebe \*Principal Representative: Mark Tichowsky, Principal, St. Paul Regional High School applies to teacher certification, professional development, supervision and evaluation. AB ED is also in the process of developing a set of standards for superintendents and system leaders. (9) On behalf of the Division, Superintendent Brodziak expressed gratitude to the many sponsors who support Division activities, including those mentioned during the meeting. \*Trustees received financial information for the month of November. The Division audit was presented November 25, 2015 and the fall budget update was approved at that time. \*Secretary-Treasurer Champagne gave the following budget updates: (1) The current year's budget is projecting a small deficit of \$572,904. (2) Alberta Education (AB ED) is increasing reporting requirements which is putting a strain on schools and administration. (3) The Government of Alberta (GoA) is taking a close look at school fees and additional regulations may be coming forward for next year. \*Secretary-Treasurer Champagne gave a report on capital projects. Schematic design for the Ashmont

School is nearing completion and will include a common reception area for both schools. The Two Hills Mennonite School project is still dealing with foundation remediation. An updated timeline from project managers, the GoA and consultants is expected shortly.

\*Trustee Pederson reported on the Alberta School Boards Association Zone 2/3 (ASBA) meeting. Trustees in attendance learned more about Robert's Rules of Order and how it can be used in the operations of local school boards. The unique nature of school boards as a corporate body was also discussed. Trustees received information about Bill 8 - The Public Education Collective Bargaining Act, which was recently introduced by the GoA. This Bill includes provisions for bylaws and legislation to be established by January 31, 2016, with representation from each of the 61 provincial boards, and a process for determining local and central issues. The Zone Director provided information on resources to support Syrian refugee students in provincial schools. Advocacy items identified for an upcoming event with Members of the Legislative Assembly include transportation, school board reserves, the relevance of school boards, and mental health. \*Board Chair Starosielski reported on a recent provincial meeting involving AB ED, school board representations, teachers, and the Alberta Teachers Association (ATA). The purpose of the meeting was to review specific clauses that were introduced in the Framework Agreement between the GoA, the Alberta School Boards Association, and the ATA. \*Trustee Rajoo reported on a recent meeting with the Town of Two Hills. \*Trustees reviewed attendance at upcoming Division events. Numerous Christmas events and activities will be hosted in Division schools in the next couple of weeks. A complete listing of scheduled events can be viewed on the Division website at [www.stpauleducation.ab.ca](http://www.stpauleducation.ab.ca) \*Trustee Young provided a report from the Learning Network, which provides coordinated professional development for all school divisions in the north eastern region. The Learning Network is currently seeking administrative support staff and may be considering a location change. \*Trustees reviewed items from the administrators' meeting held on December 1, 2015. \*The ASBA is seeking input from its member boards on electronic voting devices.

- J. **TEACHER'S REPORT** (Tammy Riopel, Suzanne Michaud)- SLA's went much smoother; still a pilot; time consuming but provides valuable information; many Christmas activities
- K. **SPECS Fund Raising Society Report**  
– Fruit Fundraiser – fruit truck was late but it went well; sparkling water juice and juice boxes – made over \$4500; will try in the spring to see how citrus is; Gina will be stepping down at the end of the year
- L. **INFORMATION & CORRESPONDENCE** - none
- M. **DATE OF NEXT MEETING:** - January 19, 2015 @7pm
- N. **ADJOURNMENT**-8:40 pm