

# F.R. Haythorne Junior High School Council Meeting

Wednesday, January 18, 2023

## Attendance:

Jessica Smith - Principal	Melanie Jimmy - Administration
Shelley Brewer-Semple - Chair	Rejeita Kumar - Vice Chair
Cecile Palm - Fundraising	Brendt Sonnenberg - Assistant Principal
Charmyn Thompson - Secretary	Trenna-Violet Stott - Parent
Cathy Allen - EIPS Trustee	Colleen Miller-Helwig. - Parent
Mark Wever - Assistant Principal	Amanda Heinrich - Parent
Guy Martin - Parent	

- 1) Call to order/introductions - 5:32 p.m.
  
- 2) Approve Minutes from last meeting:
  - a) Approved - Charmyn Thompson
  - b) Seconded - Cecile Palm
  
- 3) Approve agenda:
  - a) Approved - Charmyn Thompson
  - b) Seconded - Cecile Palm

Additions/Deletions - None

## 4) Cathy Allen, Trustee Report:

### F.R. Haythorne School Council Meeting

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#### 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](http://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

The 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 enrollment 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

neighborhood. 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

## 5) Administration Report

Jessica Smith, Principal

- Fees
  - Food and construction courses fees increased, while efforts to keep fees from increasing in other option courses
  - Refunds will be made if not utilized
  - Fee waivers are available through Central Office, not at the school
  - Sport fees experiencing a fee hike, particularly for basketball referees
  - See web link to view school fee schedule on F.R. Haythorne website
  
- Grade 8 Honors Program
  - Grade 8 and 9 Honors Program for 2023-24 school year are expected to be offered at F.R. Haythorne (FRH) and Sherwood Heights (SH) junior high schools
  - Honors program follows the curriculum, but gives students who have a minimum grade of 80% in each core subject, the potential to explore material at a marginally faster pace, with the potential to explore material further with in depth discussions
  - Grade 7 students who have applied for the Honors Program for grade 8, must achieve an 80% average in each core subject (math, science, social and language arts) on their June 2023.
  - Currently FRH has 36 students in each of the grade 8 and grade 9 honors cohort groups
  - A new option course called Enterprise and Innovation will be mandatory with the honors program next year
    - 25 hours community service in an area of passion

- STEM (Science, Technology, Engineering and Mathematics) and Humanities included
- Possibility for this option to be made available as an option offered to all
- Course under development

- Semester 2 Start Up

- Extra grant money given to the school for “reset room”, for 18 months

The Hawk Room is FRH’s response for this initiative to provide students a safe, supportive, quiet place in the school for a variety of reasons - from emotional centering, to making up tests, and getting extra assistance

Since September 2022, 1437 students have utilized the Hawk Room for varying needs

There are staff present in the Hawk Room, for student support, including hired EA (Educational Assistant) for this role

- Mr. Getchel going to trial 4 weeks of transitional support for upcoming grade 7 students coming out of elementary school French Immersion programs to FRH
- Melanie Jimmy continues as Family/School liaison, and continues her support of the First Nation academic pursuits

- Alberta Education Assurance, Parent Survey

- Forthcoming for grade 7 parents
- See link in Hawk News for previous survey

### Mark Wever - Assistant Principal

- Hawks Nest/Hot Lunch

- Hot lunch program continues to be put on hold with focus on the success of the Hawks Nest canteen



Weekly menus of the Hawks Nest:

Monday - soup

Tuesday & Thursday - hotdogs

Wednesday - chicken burgers

Friday - fundraising pizza day

- Hot dog roller purchased - excellent results
- Animal Rescue students currently working pizza day to raise funds
- Inquiry into gluten free pizza options

- Grade 9 upcoming visits to Bev Facey Sr. Highschool
  - Option teachers will be conducting tours on January 24 and 27th, 2023
  - Permission click for forms

### **Brendt Sonnenberg, Assistant Principal**

- Athletics update
  - Large gym is operational again after the flood shut it down for several weeks
  - Basketball referees needed for junior teams
  - First basketball tournaments for senior teams went well
  - Junior teams first tournament forthcoming
  - Team Snap used to convey information to team members, by email invite
- Cultural Committee, upcoming events
  - Wednesday, January 25th, 2023 - Bell "Let's Talk" campaign  
Blue Shirt Day
  - February is "Black History Month"  
Virtual presentation for grade 7's on history of Black culture in Canada

Grades 8 and 9's will see presentation of "Unpacking the N-Word"

Asma is FRH's Mental Health Capacity Builder (MHCB). She will be with us for 18 months. There is a 3 year grant in place for a MHCB.

February, 17, 2023 is 'Random Acts of Kindness Day'

6) Staff Report

Melanie Jimmy, Education Assistant (EA):

- School/Class Updates
  - Students are excited for the next semester option changes
  - STAR literacy comprehension testing, this week
  - Grade 9 performing arts students did 7 performances in one day!
  - Musical Theatre option returning next semester

7) Staff Appreciation

Shelley Brewer-Semple, Melanie Palm

- Staff seemed to prefer the gift bags over luncheon
- Will revisit this in May and establish a committee

8) COSC Review

Good afternoon COSC members,

Below is a brief overview of what took place at the last COSC meeting on Jan. 4, 2023.

**KEY AGENDA TOPICS**

- ASCA Update
- Caregiver Education Series
- School Council Engagement Grant
- *Annual Education Results Reports 2021-22*
- Mental Health Strategic Plan: Attendance Initiative

## **ASCA UPDATE**

The [Alberta School Councils' Association](#) (ASCA) is the provincial organization for families on school council. Below may be of interest to COSC members:

- For Phase Two of the [Stand for Education](#) campaign, ASCA is asking school councils to include a short, facilitated discussion (15-20 minutes) at an upcoming school council meeting to gather parent/guardian input and generate a hopeful vision for public education in advance of the 2023 provincial election. The deadline to provide input is February 3. [Learn more](#)
- To influence change in education, school councils in Alberta can identify issues in provincial education affecting ECS-12 students they would like addressed, changed or resolved. Submit a [Proposed Advocacy Resolution Form](#) to ASCA for the discussion and consideration of members attending ASCA's Annual General Meeting (AGM) on April 23. The deadline to submit advocacy resolutions has been extended to January 27. [Learn more](#)
- Each year is an opportunity for parents on ASCA Member School Councils to expand their knowledge of Alberta's education system, and their education advocacy efforts, to a provincial level, by running for a position on the [Board of Directors](#). Several positions are available. Election of the Board of Directors takes place at the AGM on April 23.

## **CAREGIVER EDUCATION SERIES: January**

Alberta Health Services hosts a series of virtual caregiver information sessions focused on ways to support students' mental health. The sessions are free and geared toward parents, caregivers, teachers and community members who want to learn more about challenges impacting children and adolescents. Session topics include anxiety, depression and technology, while teaching leadership skills, communication, resiliency and more. [Learn more](#)

## **SCHOOL COUNCIL ENGAGEMENT GRANT**

Alberta Education provides school councils with a \$500 School Council Engagement Grant for the school year. Those school councils interested in accessing funding must meet [Alberta Education's School Council Engagement Grant Criteria](#), which essentially means opportunities that help build capacity and strengthen engagement. As there's a desire to pool funds, COSC Chair Lesley Williams and COSC Member Kendra Roemer are reaching out to prospective speakers to ascertain how much a speaker series or workshop would cost. In the meantime, they're asking school councils to notify them of their intent to pool funds by January 31.

School councils are in the best position to know whether they'd like to pool funds. For more information, contact [Kendra Roemer](#).

Once a school council decides what they'd like to do with their grant, they can fill out and submit the online [School Council Engagement Grant Request Form](#). All submissions that meet the grant criteria will be approved and announced at the following COSC meeting during the "For Information" section. EIPS will then complete the activity payment on behalf of the school council—simply submit the invoice to [finance.submissions@eips.ca](mailto:finance.submissions@eips.ca) and cc [Emma Small](#).

### **ANNUAL EDUCATION RESULTS REPORT 2021-22**

Associate Superintendent Sandra Stoddard discussed the *Annual Education Results Report 2021-22*. The discussion outlined the assurance cycle at Elk Island Public Schools (EIPS), highlighting key priority strategies and goals. The Report details what the Division is doing well and where it could improve. *NOTE:* The hard copies of the *Annual Education Results Report 2021-22* handed out at the meeting are the only copies school councils will receive. Otherwise, the Report can be accessed on the [EIPS website](#).

### **MENTAL HEALTH STRATEGIC PLAN: Attendance Initiative**

Director of Specialized Supports Marcus Reed and Mental Health Advisor Mardi Hardt discussed the Mental Health Strategic Plan: Attendance Initiative. The conversation highlighted how attendance is critical to student success and has many myths and misconceptions, while being a complex and multi-faceted issue.

### **UPCOMING EVENTS AND IMPORTANT DATES**

January 11	Junior High Honours information session
January 18	Secondary French Immersion information session
January 26	Advanced Placement information session
January 30	Professional Learning Day (no school for students)
January 31	Second semester begins
February 1	Early Dismissal
February 1	2023-24 Returning Student Registration opens
February 1	2023-24 Kindergarten Registration opens
February 1	2023-24 New Student Registration opens
February 1	International Baccalaureate information session

You can also join [COSC on Facebook](#) to share information and ask questions with other school councils.

Additional information from the Jan. 4, 2023 meeting is available at [www.eips.ca](http://www.eips.ca). The next meeting takes place on Feb. 1, 2023. We look forward to seeing you there.

Kind Regards,

Emma Small  
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9) Questions for Administration

None

10) Next Meeting determined: March 15, 2023, FRH Library, 5:30 p.m.

Motion to close meeting - 6:49 p.m.

- a) Motion: Shelley Brewer-Semple
- b) Seconded: Charmyn Thompson

**Next Meeting: March 15, 2023, @ 5:30 p.m., FRH Library**