

Heritage Hills Elementary School Council
Minutes April 12, 2021 Regular Meeting

Submitted by Lori Tootosis-Friesen, volunteer, and ammended by HHE School Council Executive and approved by School Council members

Attendees: Jocelyn Coulter (Chair), Sarah Witholt (Vice Chair), Michelle Beck, Lisa Solamillo, Lori Tootosis-Friesen, Erin Kripp, Jodi Lakevold, Nicole Doherty, Andrea Kardal, Charlene Zacharuk, Chelsea Orlecki, Sue Schwaga, Lisa McDonnell, Christi Ross

School Trustee: Jim Seutter

School Administration: Bill Schlacht, Kyle Samaratunga

School Staff: Stacey Carruthers, Theresa Wells-Taylor, Erin Clarke, Suzanne Cleet

Special Guest: Jim Davies from Jim Davies Law

1. Jocelyn Coulter called the meeting to order at 6:42 pm.
 - 1.2. Amended the Agenda – Moved item 4.1 to 2.3.
 - 1.3. Motion to approve the minutes from the March meeting made by Sue; seconded by Sarah. Motion carried.

1. Special Presentation

Bill introduced Jim Davies who is a district (EIPS) lawyer. Mr. Davies has done work for ASCA and EIPS.

Superintendent Mark Liguori asked Mr. Davies to be in attendance and speak at School Council meeting as he has a lot of experience working with them.

There was discussion around different HHE school groups (School Council, Fundraising Association and School Admin.), their individual roles and expectation. Fundraising had contact-ed Mr.Liguori and he felt that there continues to be some misunderstandings and further clarity is needed.

The discussion was mainly about the Fundraising Association and Principal working together. The group that Fundraisers needs to be on side with the Principal before a fundraiser is un-dertaken and should decide what money is used for.

There was a mutually agreed change to have a fund request sheet before any decisions are made between both parties.

The Principal and the Fundraising Association should decide jointly about the types of fundraisers that will be done. Then the School Council may be provided an update.

Q: This has been discussed at previous meetings with an ASCA rep. Can you confirm that my understanding about proper protocol is correct? School coucil role is to advise the principal on behalf of the parent body. Fundraisings role is to raise money for general or specific pur-poses, after approval from the principal.

A: Yes, that sounds correct.

Q: If the principal would like to go directly to fundraising for a request, he can do that, then bring it back to school council to discuss with the parent body. Just make sure to use fundraising request sheet. Is this correct?

A: Yes, that is good process too.

Q: It was questioned why this presentation was given at the School Council and not the Fundraising Association, as it clearly pertains to them?

- Mr. Davies said he was asked by EIPS superintendent Mr. Liguori to present at HHE school council meeting. School council, fundraising and admin work closely together. Mr. Schlacht said that the School Council is the parent body.

Q: Are there issues with the Fundraising Association?

A: No, but there has been confusion surrounding proper process.

Final remarks: It is important to have the dialogue on different uses of funds. The type of fundraiser is decided by the parent body. School council does not decide how or where funds are spend. It provides input to advise the principal on behalf of the parent body.

It would be a good idea at the AGM to set out the process for funds and requests.

Any further questions may be directed to Jim Davies at jdavieslaw@gmail.com

Kyle and Bill also added EIPS AP 520 as supplemental information. This document is provided in the minutes.

Kyle also stated that he had further information if requested.

Action Item: School Council to remind Fundraising Association to come up with a process.

Jim Davies left the meeting at 7:25 pm.

2.1 School Trustee – Jim Seutter

- Jim thanked all parents present for being a volunteer.

- The Board is currently working on the EIPS Budget with intentions to get the most money out to the schools. The budget goes to the schools on Apr. 23 and they must send it back by May 1.

- Board decided on no new technology fee at this point in time.

- School Fees to be approved at the next meeting and are very conservatively set at a 5% max. increase.

- K-6 New Curriculum is a hot button issue. EIPS has decided that this is not an ideal time to pilot a new curriculum.

- The Board is encouraging parents to send feedback to Central Office (EIPS) to Mark Liguori, Sandra Stoddart and Trina Boymook. Please cc them any letters you may send to Premier, Minister or MLA's.

- Covid-19 – Trying to keep the schools open for in class learning.

- EIPS survey available online from April 6 to 20, please take the time to fill it out.

- It was also mentioned that if writing to the Premier, Minister, or MLA's it would be prudent to cc Sarah Hoffman, Ryan Jespersen, ASBA (Alberta School Boards Association).

2.2 School Update – Bill Schlacht

- It was wonderful for the staff to see the sign. Thank You!!
- Covid-19 – Safety is number one concern. Reminder to everyone to please follow the daily screening guidelines before sending your children to school.
- Enrollment for 2021-2022 is at 483 students. Breakdown 325 English, 158 French Immersion and 2 pending.
- Logistics of class sizes etc won't be known until the budget is received.
- Our FTE (full time equivalent) will be going up due to very few retirements.
- There will be a survey sent out for Gr. 4 parents from Alberta Education please take it.
- School Education Plan – currently in the 2nd year of the 3 year plan. Bill is working on rewriting the goals so it will be easier to measure the outcomes. Once it is completed it will be brought to School Council for comments.
- Ten weeks of school left.

Action Item: School Council to review the School Education Plan once outcomes have been rewritten.

2.3 COSC (Committee of School Councils) – Sarah Witholt

- Draft Curriculum
 - EIPS will meet with teachers to provide feedback to the Minister of Education.
 - The decision to not pilot was made by Superintendent Mr.Liguori due to Covid-19 upheaval, not specifically with the curriculum content. The decision was made last school year, before the new curriculum draft was released.
 - Concerns raised by ATA have been; it is inappropriate for children, age appropriateness, layout and there aren't age appropriate resources or resources in general, for many topics.
 - EIPS is looking at possibly having a list of questions for parents to guide them while reading the curriculum.
 - It is recommended to read Alberta Education's Guiding Framework, before reading through the draft curriculum. This helps to understand some of the education outcomes.
 - Another idea is to look at the Student Competencies set by Alberta Education to see what children are to gain in education and then look at the Draft. Will those competencies be met with the draft curriculum?
 - Feedback can be provided on any one grade and/or subject, you do not have to review the whole draft document.
 - Schools are allowed to pilot a portion of the draft curriculum (only certain subjects and/or grades) or the curriculum as a whole.
- ASCA (Alberta School Councils Association) is set to have 4 sessions with the Minister and Councils will have the opportunity to meet with ASCA – dates TBD.
- There will be meeting on Thursday, April 15, 2021, at 6:30 pm to discuss the ASCA Resolutions before the upcoming ASCA Conference. The link to the meeting will be put on

Facebook. Sarah (our ASCA rep) would like to know how the Council feels she should vote for us on the Resolutions.

3.1 Distance Learning – Sue Schwaga

- The Monday April 27th Learning Pack was very challenging.
- There are 10 packs left.
- Unfortunately resources are still an issue.
- There is concern amongst parents that with Covid-19 numbers rising and schools close to possible online learning, how will they be affected? No one had an answer.
- For the 2021/22 school year will EIPS offer online learning like this school year? Another option would be to go to Edmonton Public for online learning?

Action Item: Trustee Seutter to report back when EIPS has made a decision if they will offer on-line learning like this year, for the 2021/2022 school year.

3.2 Staff Appreciation – Sarah Witholt for Richelle McLean

- Discussed various options for Teacher Appreciation
 - o Physical sign showing support
 - o Baked goods are always appreciated
 - o Local coffee gift cards
- Appreciation and kind words are very powerful!

3.3 Fundraising Association – Lisa Solamillo

- Thursday is the first Pizza Day.
 - o 360 orders
 - o Two delivery times, 12:00 pm and 12:30 pm.
 - o The three volunteers will be masked and sanitized. Thank you for volunteering!
 - o Bill thanked the Association for hosting a Pizza Day. The students and staff were looking forward to it.
- Salisbury Gift Cards – There are only 12 orders so far. Hope to advertise more such as trying to get on the Heritage Hills Community Facebook.
- The AGM (Annual General Meeting) will be held in June. There will be Executive positions open so everyone please consider putting your name forward.

Next meeting is May 10, 2021 @ 6:30 pm.

Trustee Seutter requested he be put on the Agenda List so he receives the Agenda package before the meetings.

Jocelyn adjourned the meeting at 8:34 pm.

Administrative Procedure 520

FUNDRAISING

Background

Schools may wish to engage in fundraising. Fundraising activities must be compatible with the best interests of the students, school staff, and community and must not detract from curricular activities.

Definitions

Continuous Fundraising:

is any fundraising done for general purposes. This would include hot lunch programs, concessions, Student Union Ticket Paks, etc.

Online Platform Fundraising:

uses an online website or program to solicit and/or collect donations or fundraising monies. This includes crowdfunding websites such as GoFundMe.com and Kickstarter.com, as well as online giving organizations such as Benevity.

Specific Fundraising:

is done for a special event or purpose. This would include school trips, a playground project, graduation, etc.

Procedures

- Participation by all stakeholders in fundraising activities shall be voluntary.

- Before any fundraising is done in the name of a Division school or school-related activity, it must be approved, in writing, by the Principal.
 1. Specific fundraising done in the name of a Division school or school-related activity must have written guidelines developed that:
 1. clearly identify the purpose to which the funds raised will be applied, and
 2. indicate how excess funds shall be spent and how any shortfall shall be addressed.
- Fundraising cannot designate a specific individual as the beneficiary.
- If online platform fundraising is being considered (for continuous or specific fundraising), the Principal/Director shall contact the Secretary-Treasurer for consultation prior to initiating the fundraising.
- The Principal is responsible for ensuring a proper accounting of the income and expenditures for all fundraising activities.
- As requested, individuals or businesses providing financial support directly to the Division may be provided with a charitable tax receipt, provided they meet the criteria outlined in [Administrative Procedure 526, Donations](#).
- All materials and equipment purchased through fundraising shall become the property of the Division.

References

Section 20, 22, 27, 60, 61, 113, 116 School Act

Charitable Fund-raising Act

Gaming and Liquor Act

Income Tax Act

Public Contributions Act

Last Updated: October 2019