



Cherishing and Challenging Every Child

Glen Allan School Council Meeting
September 18, 2018

In Attendance:

Jessica Winship [Chair], Irene Hamm [Secretary], Tamara Chomay [Budget Vice Chair], Melissa Bray [Treasurer], Cecile Palm [Fund Development Committee Chair], Nicole Moorji, [Programs Vice Chair], Tracey Arbuthnott [Principal], Dustine Vivic [Assistant Principal], Karen Kotlarchuk [Teacher Representative], Stephanie Mills, Gina Hartman, Jenn Campbell, Allana Grauman

Regrets: Don Irwin [EIPS School Trustee]

1. The meeting was called to order at 7:07 pm by Chair, Jessica Winship.

2. Introductions and welcome

Roundtable introductions.

3. Review and additions to the agenda

- General Programs
 - o Yearbook

4. Approval of May 15, 2018 Meeting Minutes

Motion: Cecile made motion to approve May 15, minutes.
Gina seconded. Motion carried.

5. Principal's Report – Tracey Arbuthnott

- Reviewed guiding principles for School Advisory Council as per Alberta School Councils' Association *School Council Resource Guide*
- **Student population:** Glen Allan currently has 397 Students, See distribution table below

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Class	Count	Gr Total	Totals
KAS	19	54	54
KAW	19		
KBW	16		
1-1	22	45	343
1-3	23		
2-1	20	60	
2-2	19		
2-3	21		
3-1	26	53	
3-3	27		
4-1	21	62	
4-2	21		
4-3	20		
5-1	23	73	
5-2	26		
5-3	24		
6-1	26	50	
6-2	24		
Total	397	397	397

- **GLN School Education Plan 2018-2022**
 - **GOAL 1:** Glen Allan School will enhance student engagement and achievement by focusing on research based effective teaching practices and its implementation throughout the school.
 - **GOAL 2:** Glen Allan School will enhance student’s critical thinking, problem-solving skills and creativity.
 - **GOAL 3:** Glen Allan School will maintain our positive school culture that acknowledges the academic, emotional, and social needs of students.
- **Parent Survey for GASC date and time preference**
 - Survey distributed to all our parents <https://goo.gl/forms/uD56O45fxdlGTskz2>

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- **Funding Request**

	Paid in 2017-18	Proposed for 2018-19
Normal Annual		
Classroom Discretionary (\$10/student) 397 Students	\$4,340.00	\$3,970.00
Field Trips (\$200/classroom) 19 classrooms including music + Gr k-6.	\$4,400.00	\$3,800.00
Admin discretionary fund	\$1,000.00	\$1,000.00
Grade Six Leadership Training	\$1,260.00	\$1,260.00
Club and Miscellaneous Requests	\$250.00	\$250.00
Track Events	\$250.00	\$250.00
Glen Allan Cultural Programs	\$1,000.00	\$1,000.00
Normal annual total disbursements	\$12,500.00	\$11,530.00
One Time Annual		
Library Non Fiction books	\$500.00	\$500.00
Fit Kids	\$7,470.00	\$7,470.00
One time annual total disbursements	\$7,970.00	\$7,970.00
Total Disbursements	\$20,470.00	\$19,500.00

- **Parent School Fees from 2017-2018**

- that were not paid from last year \$ 4,224

- **Facilities News**

- New water service from the street over the summer
- New paper towel holders
- Anti-skateboard hand rails down the front steps
- Grass coming to the front walkway and steps
- Buddy bench installed outside the gr 3 doors beside the first lower play area

- **Dates for GASC 2017-2018 School Year**

- Meeting dates are currently scheduled for Sept 18, Oct 16, Nov 20, Jan 22, Feb 19, April 16, May 21.

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- Request to change the meeting date to accommodate some changes in schedules.
 - Survey closes on October 2. Poll results are currently favoring Wednesday dates in the 7:00-8:00 time slot.
 - The October meeting has been moved to October 24 at 7:00 pm.
 - How often is council required to meet? Jessica to check guidelines. **ACTION**
-
- **2018-2019 Fee Changes for Glen Allan Elementary**
 - o Optional agenda fee decreased by 66% from \$10.00 to \$3.00
 - o Noon hour supervision fee increased 5% from \$100.00 to \$105.00
-
- **May Accountability Pillar Report**
 - May report is amazing but wait for Octobers with our PAT results. Results attached.
-
- 6. Teacher's Report - Karen Kotlarchuk, Grade 1 Teacher**
- It has been an exciting start up to the new school year for students and staff
 - Terry fox run on September 21
 - Grade 1 students have met their Grade 4 buddies
 - Environment club started
 - Grade 6 camp this week
 - Art card fundraiser information has been distributed to teachers
-
- 7. School Council Updates**
- **General programs – Nicole Moorji**
 - The first hot lunch date is set for October 25. We are using a new vendor this year called The Lunch Lady
 - Yearbook – Gina Hartman
 - With student enrollment down this year the yearbook will have 48 pages, including six miscellaneous pages
 - Cost is \$25/yearbook. We need to sell 130 copies
 - Will we accept EFT payments?
 - o Melissa to obtain details on EFT transactions. **ACTION**

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Funds Development Report – Cecile Palm

- Math-a-thon - Sheets will be sent home on April 17 and due on April 25
 - Test to be administered on April 30
- Casino – Stephanie Mills
 - October 4 and 5
 - Most volunteer positions have been filled
 - Three cheques are required – Melissa to complete
- Projections
 - Book Fair \$3500 + \$2000 in books
 - Art Cards \$4000
 - Math-a-thon \$15,000
 - Casino \$15,000
 \$37,000

Budget Report – Melissa Bray

- Melissa presented the councils current financial status

MOTION: Melissa motioned to pay \$19,500 annual disbursements in one full payment. Cecile seconded. Motion carried.

Chair Updates – Jessica Winship

- Completing the Annual Report for 2017/18
- Completing Society Annual Return for 2018/19
- Guest speaker discussion. EIPS is hosting a variety of guest speakers so it is not advantageous for council to host presenters, parents are encouraged to attend the EIPS events.

Meeting adjourned at 8:28 pm

Next meeting is scheduled for October 24, 2018, at 7 pm in the Glen Allan School library.

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Accountability Pillar Results

Accountability Pillar Overall Summary
3-Year Plan - May 2018
School: 3333 Glen Allan Elementary School



Measure Category	Measure	Glen Allan 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
Safe and Caring Schools	Safe and Caring	92.5	91.0	89.9	89.0	89.5	89.4	Very High	Maintained	Excellent
	Program of Studies	85.7	86.9	82.5	81.8	81.9	81.7	Very High	Maintained	Excellent
Student Learning Opportunities	Education Quality	96.0	97.0	93.7	90.0	90.1	89.9	Very High	Maintained	Excellent
	Drop Out Rate	n/a	n/a	n/a	2.3	3.0	3.3	n/a	n/a	n/a
	High School Completion Rate (3 yr)	n/a	n/a	n/a	78.0	78.0	77.0	n/a	n/a	n/a
Student Learning Achievement (Grades K-9)	PAT - Acceptable	92.3	92.3	92.0	73.4	73.6	73.2	Very High	Maintained	Excellent
	PAT - Excellence	34.9	38.4	34.4	19.5	19.4	18.8	Very High	Maintained	Excellent
Student Learning Achievement (Grades 10-12)	Diploma - Acceptable	n/a	n/a	n/a	83.0	82.7	83.1	n/a	n/a	n/a
	Diploma - Excellence	n/a	n/a	n/a	22.2	21.2	21.5	n/a	n/a	n/a
	Diploma Exam Participation Rate (4+ Exams)	n/a	n/a	n/a	55.7	54.9	54.7	n/a	n/a	n/a
	Rutherford Scholarship Eligibility Rate	n/a	n/a	n/a	63.4	62.3	61.5	n/a	n/a	n/a
Preparation for Lifelong Learning, World of Work, Citizenship	Transition Rate (6 yr)	n/a	n/a	n/a	58.7	57.9	59.0	n/a	n/a	n/a
	Work Preparation	78.8	77.3	81.8	82.4	82.7	82.4	High	Maintained	Good
Parental Involvement	Citizenship	88.7	88.7	86.8	83.0	83.7	83.7	Very High	Maintained	Excellent
	Parental Involvement	79.9	84.9	75.7	81.2	81.2	81.0	High	Maintained	Good
Continuous Improvement	School Improvement	92.7	89.0	87.4	80.3	81.4	80.7	Very High	Improved	Excellent

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Measure Category	Measure Category Evaluation	Measure	Glen Allan 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
Safe and Caring Schools	Excellent	Safe and Caring	91.0	86.8	91.1	89.5	89.5	89.3	Very High	Maintained	Excellent
		Program of Studies	86.9	79.5	83.0	81.9	81.9	81.5	Very High	Maintained	Excellent
Student Learning Opportunities	n/a	Education Quality	97.0	91.3	93.1	90.1	90.1	89.6	Very High	Improved	Excellent
		Drop Out Rate	n/a	n/a	n/a	3.0	3.2	3.3	n/a	n/a	n/a
		High School Completion Rate (3 yr)	n/a	n/a	n/a	77.9	76.5	76.1	n/a	n/a	n/a
Student Learning Achievement (Grades K-9)	Excellent	PAT - Acceptable	92.3	91.5	92.1	73.6	72.9	73.4	Very High	Maintained	Excellent
		PAT - Excellence	39.4	31.0	31.5	19.4	18.8	18.6	Very High	Improved	Excellent
Student Learning Achievement (Grades 10-12)	n/a	Diploma - Acceptable	n/a	n/a	n/a	85.0	85.2	85.1	n/a	n/a	n/a
		Diploma - Excellence	n/a	n/a	n/a	21.0	21.0	20.5	n/a	n/a	n/a
		Diploma Exam Participation Rate (4+ Exams)	n/a	n/a	n/a	54.9	54.6	53.1	n/a	n/a	n/a
		Rutherford Scholarship Eligibility Rate	n/a	n/a	n/a	62.3	60.8	60.8	n/a	n/a	n/a
Preparation for Lifelong Learning, World of Work, Citizenship	n/a	Transition Rate (6 yr)	n/a	n/a	n/a	57.9	59.4	59.3	n/a	n/a	n/a
		Work Preparation	77.3	83.5	83.8	82.7	82.6	81.9	Intermediate	Maintained	Acceptable
		Citizenship	88.7	81.9	88.2	83.7	83.9	83.6	Very High	Maintained	Excellent
Parental Involvement	Excellent	Parental Involvement	84.9	82.2	76.0	81.2	80.9	80.7	Very High	Maintained	Excellent
Continuous Improvement	Excellent	School Improvement	89.0	88.6	87.5	81.4	81.2	80.2	Very High	Maintained	Excellent

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Measure Category	Measure Category Evaluation	Measure	Glen Allan 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
Safe and Caring Schools	Acceptable	Safe and Caring	86.8	91.8	92.4	89.5	89.2	89.1	High	Declined	Acceptable
		Program of Studies	79.5	81.3	85.1	81.9	81.3	81.4	High	Maintained	Good
Student Learning Opportunities	n/a	Education Quality	91.3	92.8	93.4	90.1	89.5	89.5	Very High	Maintained	Excellent
		Drop Out Rate	n/a	n/a	n/a	3.2	3.5	3.5	n/a	n/a	n/a
		High School Completion Rate (3 yr)	n/a	n/a	n/a	76.5	76.5	75.5	n/a	n/a	n/a
Student Learning Achievement (Grades K-9)	Excellent	PAT, Acceptable	91.5	92.3	92.8	73.0	73.1	73.9	Very High	Maintained	Excellent
		PAT, Excellence	31.0	32.7	31.9	18.8	18.4	18.9	Very High	Maintained	Excellent
Student Learning Achievement (Grades 10-12)	n/a	Diploma, Acceptable	n/a	n/a	n/a	85.2	85.5	84.6	n/a	n/a	n/a
		Diploma, Excellence	n/a	n/a	n/a	21.0	21.1	20.0	n/a	n/a	n/a
		Diploma Exam Participation Rate (4+ Exams)	n/a	n/a	n/a	54.6	54.4	53.5	n/a	n/a	n/a
		Rutherford Scholarship Eligibility Rate	n/a	n/a	n/a	60.8	n/a	n/a	n/a	n/a	n/a
Preparation for Lifelong Learning, World of Work, Citizenship	n/a	Transition Rate (3 yr)	n/a	n/a	n/a	59.4	59.7	59.3	n/a	n/a	n/a
		Work Preparation	83.5	84.4	80.9	82.6	82.0	81.1	High	Maintained	Good
		Citizenship	81.9	89.9	88.8	83.9	83.5	83.4	Very High	Declined	Good
Parental Involvement	Concern	Parental Involvement	62.2	79.9	82.0	80.9	80.7	80.5	Very Low	Declined	Concern
Continuous Improvement	Excellent	School Improvement	88.6	84.7	85.9	81.2	79.6	80.0	Very High	Maintained	Excellent

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Glen Alan School Advisory Council

The School Advisory Council provides parents and the school community with a means to consult with and provide advice on school policies to the Principal on matters pertaining to the school and its operations. The School Advisory Council also provides an opportunity for parents to facilitate fundraising activities for the school that can enhance the educational programming for our students above the basic level provided by Alberta Education.

School Council Resource Guide Alberta School Councils' Association

Manual Pages 3 and 4

School Council

School councils are an important forum through which members of school communities play an advisory role in school improvement planning. Key factors in collaborative relationships are building meaningful, two-way communication and supporting respectful interactions among education partners.

School council is a structured group of parents, principals, teachers, secondary students and community representatives whose purpose is to advise the principal and the school board respecting matters relating to the school. It is a means for parents and community members to work together with the school to support and enhance student learning.

A school council is a vehicle to support meaningful parental involvement in decisions that affect the school and its operations. School council provides the venue for parents to reflect the wishes of the broader community for the education of its students and to actively participate in giving advice and support to the principal in the operations of the school. The actual decision-making authority of the school council is limited to:

- determining the school council operating procedures
- setting policies to govern school council activities at the school level, as described in the *School Act*
- planning engagement activities that align with school council's legislated purpose
- choosing to provide advice to the principal and school board

Core Activities

- Advises the principal and board on educational issues that pertain to the school.
- Establishes and reviews school council's goals, objectives, action plans and procedures.
- Communicates and consults with parents and the school community.
- Meets regularly.

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Role

A school council should review its mission, vision and goals annually to ensure they reflect the views of the current membership.

School council functions may include:

- consulting with the principal to ensure students have opportunities to meet Ministry standards, fiscal management is sound, and the community is taken into consideration during school-based planning
- advising the principal and the school board on topics as requested
- being involved in school-based planning
- sharing ideas and information with other school councils and provincial organizations
- communicating information to the school community and other school councils
- setting policies that relate to school council functions, such as:
 - location of school council meetings
 - mail, email address for school council correspondence
 - school council orientation and development
 - financial management and/or fundraising
 - communications
 - privacy
 - minutes of school council meetings
 - pertinent information unique to the school council

What School Councils are Not

As the primary role is advisory, school councils are not eligible to incorporate as societies. It is not the primary intent of school councils to fundraise or lobby.

Roles that are not to be taken on by a school council include:

- school governance
- employment issues
- school management
- listening to complaints

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