

# Sherwood Heights Junior High School Council DRAFT Meeting Minutes for March 21, 2023

## In Attendance

Executive: Jacquie Surgenor (Chair)

Administration: Amit Mali (Principal), Aaron Tuckwood (Assistant Principal), Taylor Burton (Assistant Principal)

Parents & Staff: Tasha Baker, Cara Kern, Debbie Klita, Candace Lyles, Jessica Moen, Michael Schnell

## 1. Welcome & Introductions

Jacquie Surgenor called the Sherwood Heights Junior High (SWH) School Council meeting to order at 6:32pm and provided the Treaty 6 Acknowledgement.

## 2. Approval of February 28, 2023 Minutes

By consensus.

## 3. Approval of Agenda

Move item 4.a as the last New Business item to present and renumber the remaining items as presented. By consensus.

## 4. New Business

### a. School Fees [[www.sherwoodheights.org/about/fees](http://www.sherwoodheights.org/about/fees) [www.eips.ca/schools/fees](http://www.eips.ca/schools/fees)]

As a follow up to a conversation in January, Candace Lyles [SWH Business Manager] presented a list of proposed fees for the 2023-2024 school year. Some of the highlights are:

- CTF courses - Construction and Foods - have been affected by the increased cost of materials so these fees will be increasing.
- Outdoor education options will see a decrease.
- A fee for a proposed band trip to Banff has been added back onto the list.
- All Junior B sports teams now have fees.
- Gem Club has a fee.
- French Immersion (FI) 9 will have a Quebec fieldtrip fee.

Once the 2023-2024 fees list is approved, it will be available on the school website.

*With the decrease in fees for certain options, does that mean they will be doing less?*

The decrease in fees mainly affects the outdoor education options who will be doing 1 fieldtrip instead of 2 but all other activities would remain the same for these types of courses.

*Feedback: It's hard to compete with the Sport for Life program if SWH is offering less in our physical activity options. It would also be helpful if there was more*

*detail in the program guide as to what will be offered in each option so students can take that into consideration when making their choices.*

Staff are working hard trying to offer affordable options to our student demographics.

*Is there a fee associated with One Act Club?*

This is an extracurricular club which has not yet been added to the fees list.

*What is the Student Council fee used towards?*

This is a fee all students are charged at the beginning of the year. The Leadership classes can utilize this set of funds towards school-based events they organize such as hot chocolate days and Valentine's Day candies.

## **b. Student/Family Mental Health**

Taylor Burton and Jessica Moen shared the following information:

- An upcoming talk for grade 7 classes will be on emotional literacy.
- After spring break, Jessica and Constable Junior will be talking with grade 9 classes about intimate images/internet safety.
- Taylor, Jessica and Jacquie will be presenting jointly about the Reset Room at the ASCA Conference in April  
[\[https://www.albertaschoolcouncils.ca/public/download/files/226629\]](https://www.albertaschoolcouncils.ca/public/download/files/226629).
- Amit is helping to develop a Reset Room FAQ for the school website.

## **c. Staff Recognition Program [[www.RecognizeSWH.ca](http://www.RecognizeSWH.ca)]**

A standing agenda item promoting the web form for submitting kudos to staff which can be utilized by either parents or students.

This month, Jacquie arranged for an informal potluck event as a way to show appreciation for our wonderful staff on early dismissal day and the staff reported they had enough edibles for 2 days. Thank you to our wonderful families for their support!

A sign-up list for food and drink has again been created on [Perfect Potluck](#) and shared on our Sherwood Heights Junior High Parents Connect Facebook page for the month of April. Amit will send help send out an email reminder to families on Monday, April 3 about the Wednesday, April 5 event.

Any parent or guardian is able to volunteer to set up the on-line portal for the May and June events.

## **d. Save On Foods Fundraiser**

[\[www.sherwoodheights.org/home/news/post/save-on-foods-school-fundraiser\]](http://www.sherwoodheights.org/home/news/post/save-on-foods-school-fundraiser)

A standing agenda item promoting the grocery shop fundraiser with Save on Foods Wye Road location only.

Jacquie shared the amounts raised so far this year:  
\$1249.93 as of September 20, 2022 (left over from 2021-22 school year)  
\$1194.46 cheque collected November 2022  
\$715.81 cheque collected February 2023  
\$3160.20

By consensus at the February 28<sup>th</sup> school council meeting, we allocated \$1600 towards the year-end staff event this June which leaves \$1560.20 for expenditures this school year. Amit will consult with Jennifer Todoschuk [SWH librarian] about refreshing the selection of library books and will follow up at the April school council meeting.

**e. ASCA Advocacy Resolutions**

[\[www.albertaschoolcouncils.ca/about/annual-conference\]](http://www.albertaschoolcouncils.ca/about/annual-conference)

The Alberta School Councils' Association (ASCA) Conference and Annual General Meeting (AGM) is scheduled for April 21-23 in Edmonton. Jacquie will represent SWH at the conference and AGM. Six [proposed advocacy resolutions](#) for the AGM were discussed to determine if SWH school council will support them during the vote.

**f. SWH Replacement Project Update** [\[www.ReplaceSherwoodHeights.ca\]](http://www.ReplaceSherwoodHeights.ca)

Trina Boymook shared that construction funding has been secured and the project is moving forward. At this point in time, it is still uncertain who will be managing the project. EIPS is working with Alberta Infrastructure to have the new school design shared with our community.

Amit shared the current design shows the new school will be 3 storeys and will be built where the current soccer field is.

Jacquie shared a March 3, 2023, email response from the Minister of Education to the advocacy letter SWH school council emailed to her on October 25, 2022 (refer to item 4.g in the [October 25, 2022 SWH School Council Meeting Minutes](#)).

Dear Ms. Surgenor:

Thank you for your October 25, 2022 email on behalf of the Sherwood Heights School Council, which you also sent to the Honourable Danielle Smith, Premier of Alberta, and to a few of my colleagues, regarding the Sherwood Heights replacement school project in Sherwood Park. I apologize for the delay in my response.

As part of Budget 2023, Alberta Education's capital plan includes \$372 million for 33 school projects to provide new and improved student spaces, create jobs and revitalize Alberta communities. We are securing Alberta's future by investing in new schools and modernized spaces so students and communities can benefit for decades to come.

You may be aware that in December 2022, the Honourable Nathan Neudorf, Minister of Infrastructure, advised Elk Island Public Schools that the replacement school project in Sherwood Park would be delivered using a traditional design-build delivery method. Alberta Infrastructure is managing the project, and Elk Island Public Schools will continue to be closely involved throughout the design and construction of the school. The facility is being designed to meet the specific needs of the school board and community. I am also pleased to share that as part of the 2023 capital plan, this project has been approved for full construction funding.

I hope this information is helpful. I appreciate you taking the time to make me aware of the Sherwood Heights School Council's concerns.

Sincerely,  
Adriana LaGrange  
Minister of Education

cc: Honourable Danielle Smith, Premier of Alberta  
Honourable Nathan Neudorf, Minister of Infrastructure  
Honourable Nate Glubish, MLA, Strathcona-Sherwood Park  
Jordan Walker, MLA, Sherwood Park

## **5. Information Reports**

### **a. COSC Report**

[\[www.eips.ca/parents/committee-of-school-councils-cosc\]](http://www.eips.ca/parents/committee-of-school-councils-cosc)

No report this month.

### **b. Principal's Report**

Aaron reviewed the changes to the school's cellphone policy which were communicated in an email to parents on March 10<sup>th</sup>. The school will begin applying the discipline steps after spring break. He also reviewed the changes to PowerSchool assessment reporting communicated in an email to parents March 16<sup>th</sup> and how the school will be using the Not Handed In (NHI) code effective March 21.

*What happens if a student misses a day of school due to illness when an assignment is due?*

The NHI code is used.

*Will teachers contact parents directly when NHI codes are being assigned?*

Teachers are encouraged to continue this practice.

*Are the new cellphone policy and the NHI codes being used across the division?*

NHI is new and so far only going into practice at SWH. While the cell phone policy is across the division, the decision to keep them in lockers, rather than in the pockets in the classroom, was made at a school level.

*Feedback: The school and division need to continually educate parents and caregivers about how to use PowerSchool.*

Amit shared the following information.

- The school is considering a hybrid model for parent-teacher-student interviews next year and this will be discussed at a future school council meeting.
- Enrollment for 2023-24 currently stands at 621 students which is a decrease of 39 compared to this year. All 4 of the school programs have healthy numbers.
- Staffing:
  - Mrs. Dach will be retiring.
  - Mme. Harry will be on maternity leave next year.
- The next Golden Ticket big draw is Thursday, March 23 for a set of donated tickets to an Oilers game.
- On Thursday, March 23, Mme. Belland has organized a Journée Internationale de la Francophonie for our FI students.
- A fine arts afternoon is being organized for grade 6, 7 and 8 FI students.
- The school is hosting an Information Night (formerly called Open House) on Tuesday, April 18<sup>th</sup> for new students.
- The athletics scoreboard has finally been installed and is amazing! It is also portable and will move with us into the future school building.
- Basketball finals are this week:
  - senior girls going for gold
  - junior girls going for bronze
  - junior boys going for bronze
- Handball is underway and badminton will begin after spring break.

*Feedback: Intention forms were not sent home with students trying out for handball so parents did not know what commitment was required to be a part of the team.*

Amit will follow up on this.

*May we move the May 23 school council meeting which is the day after an extra long weekend to May 30?*

Yes, the last school council meeting will be held on Tuesday, May 30.

### **c. Trustee's Report**

Trina shared the following report.

The next FI engagement session will be held on April 13. Information that was gathered on February 7 and online surveys will inform the upcoming session. The Board will consider the Superintendent's recommendation on the secondary FI program at our June 2023 Board meeting where a decision will be made.

The Board approved the recommendation to consolidate the elementary Logos program at Brentwood school. Families have been informed of the decision and provided an opportunity to finalize their registration for next school year. The Logos registration at Sherwood Heights for the next school year sits at 27 students in each of the 3 grades which is a healthy number for this program.

The Board set boundaries for Cambrian Crossing at our March 16 meeting. Hearthstone (east of Oldman Creek) is being designated to Glen Allan Elementary, F.R. Haythorne Junior High and Bev Facey Community High schools, while the Cambrian (west side of Oldman Creek) will be designated to Westboro Elementary, Clover Bar Junior High and Salisbury Composite High schools.

The Board sent a letter to the minister requesting that the funding for the School Nutrition Program increase to address the inflationary cost of the food for this program at 2 division schools.

The provincial Budget was tabled on February 28. We are cautiously optimistic at this time. There are some positive aspects that will receive more or new funding. We will need to wait for an analysis of the Funding Manual before we fully understand the implications of the budget tabled. On the surface we can see that there are some areas of current funding is being reallocated out to another area of our funding. A number of changes to student transportation funding will increase the number of students being eligible for busing. More details to follow.

The Board has begun its budget planning discussions on March 2. The Board will consider our assurance reviews, stakeholder survey, progress being made within current initiatives and reserve status in building the 2023-24 budget.

Construction funding has been announced for the Sherwood Heights/Ecole Campbelltown replacement school. This announcement will allow us to move into the construction phase once the design have been finalized. We are making arrangements for the designs to be shared at a public open house.

The Board approved an updated 3 Year Capital Plan where Fort Saskatchewan High/Rudolph Henning Junior High (grade 7-12) replacement school has moved to our number one request. Major modernization of Salisbury Composite High School appears as item 5 and number 7 is a new school for Cambrian Crossing.

## **6. Adjournment**

Jacque adjourned the meeting at 8:35pm.