

Sherwood Heights Junior High School Council DRAFT Meeting Minutes for January 24, 2023

In Attendance

Executive: Jacquie Surgenor (Chair)

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

Community: Trina Boymook (Elk Island Public Schools [EIPS] Board Chair)

Parents & Staff: Mrs. Baker, David Bastisty, Cara Kern, Debbie Klita, Jessica Moen, Michael Schnell

1. Welcome & Introductions

Jacquie Surgenor called the Sherwood Heights Junior High (SWH) School Council meeting to order at 6:33pm and provided the Treaty 6 Acknowledgement.

2. Approval of November 22, 2022 Minutes

By consensus.

3. Approval of Agenda

By consensus.

4. New Business

a. Assurance Review

As a follow up to the December 5, 2022, EIPS School Assurance Reviews, Amit and Aaron noted they were able to share their school's successes (i.e. Reset Room) and opportunities for growth (i.e. safe and caring schools) with other members of the division.

Sherwood Heights has recently updated their School Education Plan goals:

Goal 1: Improve stakeholder engagement and communications to ensure our school is responsive to local needs, increases understanding of educational matters and elevates quality decision-making by considering multiple perspectives.

Goal 2: Sherwood Heights will develop and innovate our student support system. We have recognized that our students and families need of support that extends beyond the classroom and the confines of the school. As such, we will continue to build on strategies that help strengthen ties between home, school and community.

Goal 3: Advance literacy and numeracy development for each learner across all subjects and grades for improved student growth, achievement, and success. This goal will be pursued through the implementation of instruction and assessment which engage students in the classroom. We aim to achieve one year's growth for every student each year.

What are the measures of Goal 2?

Data on the use of the Reset Room is gathered daily. For example, 91 different students have used the room just since January 4th. As well, SWH is trying to mirror supports available at Salisbury Composite High School (SAL) so our students know where and how to reach out for help when they move into high school.

More details on each of these goals can be found in the [School Education Plan](#).

b. School Fees [www.sherwoodheights.org/about/fees
www.eips.ca/schools/fees]

As per EIPS [Board Policy 23 "School Fees"](#) and [Administrative Procedure 505 "School and Administrative Fees"](#), schools consult with parents prior to setting fees for the upcoming school year. At this time of year, staff are currently reviewing their fees and planning programming for next year for optional courses and associated fees, noon hour supervision, field trips and associated fees, extracurricular activities, non-curricular travel (i.e. band camps, ski trips) and non-curricular goods and services (i.e. student union, yearbooks). They are allowed to increase fees up to 5% each year and considering the increased costs of everything (i.e. lumber, groceries, transportation), the reality is all fees will see this 5% increase for 2023-24.

What are some examples of transportation costs?

Current costs for bussing, to and from school, for a fieldtrip are:

\$146 within Sherwood Park
\$220 downtown Edmonton
\$315 Rabbit Hill Snow Resort
\$500 outside of Edmonton

Can a parent say "no" to a specific fieldtrip if costs are an issue for the family?

Currently, the school cannot accommodate this type of request. Teachers are working as closely as possible with Candace Lyles, SWH Business Manager, to run programs that are as cost-effective as possible. Families can consider the division program to waive fees for a school year which has a deadline application date of mid-December.

When a fee is added to PowerSchool, could a notification be sent instead of a later email that a fee payment is overdue?

There has been a request made for PowerSchool to "alert" families of new fees but this is not yet active. As well, the PowerSchool app is less robust than the desktop version so you may not see as much information on your device.

It was suggested that the division consider educating families transitioning from elementary to junior high about what to expect in the difference in fees which are so much higher and total so much more.

c. Rewrite Policy

Aaron shared information about the division's rewrite policy in regards to summative assessments which are those used to determine a student's grades. Rewrites are available to a student who has demonstrated additional work to learn the material (i.e. attending lunch hour learning sessions). Teachers are encouraged to use professional judgement in these situations.

The Reset Room and new Cougar Hub are resources available to support students in many ways. With the Reset Room recently relocated into the school library to be closer to administrative staff, the space left behind has been turned into the Cougar Hub. This new space has been modelled after a similar setup at SAL and, as of next week, will be staffed with an Educational Assistant funded by government grant money. This is a space staff and students can utilize to catch up and complete their assessments.

More details about rewrites can be found in:

[EIPS Board Policy 20 "Assessment and Reporting of Student Learning"](#)

[EIPS Administrative Procedure 360 "Learning Assessment"](#)

[Guide to Reporting Student Achievement \(GRSA\)](#)

Jacque and Amit will investigate a collaboration with SAL students to create a video on what the SWH Reset Room is, some of the impact stories of how it's been successful, and how school council supported its development. The school will also be developing an FAQ about the Reset Room for the school website.

Amit and Jessica will look into adopting/partnering with another school in our division for our SWH community to support with donations to help set up their own Reset Room in a similar way that SWH received from our generous families a year ago.

d. Returning Student Registration

[\[www.eips.ca/registration/returning-students\]](http://www.eips.ca/registration/returning-students)

The returning student registration process for the 2023-24 school year opens on February 1st. All families with current students, with the exception of those in grade 12, are required to complete this on-line process in their [PowerSchool Parent Portal](#) accounts. Families will need to indicate the school their student will attend in the upcoming year, [apply to attend a non-designated school](#) if they choose, and request [student transportation](#).

e. Programs at SWH [\[www.sherwoodheights.org/programs\]](http://www.sherwoodheights.org/programs)

In addition to the regular curriculum, SWH offers 4 very diverse programs, each with its own needs and challenges.

Current enrollment for 2022-23 is 660 students.
Grade 8 and 9 Honours has about 55 students.
Grade 7, 8 and 9 French Immersion has about 140 students.
Grade 7, 8 and 9 Logos has about 80 students.
Grade 7, 8 and 9 IMPACT has about 40 students.

f. Student Mental Health

Jessica and Taylor shared the following information:

- Grade 7 health classes had student support teams interact with the students.
- Grade 8 and 9 classes will be receiving internet safety presentations starting in February.
- Student Voice this month explored student culture.
- Polling of the entire school on various issues is also occurring.
- Delivery of Christmas baskets for families in need was done before the break.
- 12 Days of Giving was very successful!
- Grade 9 Leadership students have been volunteering in conjunction with Volunteer Strathcona by working once a month supporting the WECAN Food Basket Society program.
- Grade 7 students will soon begin the DARE (Drug Abuse Resistance Education) program.
- Grade 8 and 9 students will have a presentation from MADD (Mothers Against Drunk Driving).
- February activities will recognize pink shirt day and black history month.

It was suggested that informing and engaging parents about school mental health supports is also important.

Amit expressed his appreciation and pride for the work that Jessica and Taylor each do and the work they do together for the school and the division.

g. SWH Replacement Project Update [www.ReplaceSherwoodHeights.ca]

A standing agenda item with more details on the project in item 5.c) Trustee's Report.

h. 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. A recent tally of over \$15,000 worth of receipts means we can expect our next cheque to be about \$750! It was suggested to try more promotion of the program in September to our school families, perhaps with the store providing a 15% off coupon as an incentive to shop at the Wye Road location.

i. Staff Recognition Program [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.

5. Information Reports

a. COSC Report [www.eips.ca/parents/committee-of-school-councils-cosc]

No report this month.

b. Principal's Report

Amit shared the following information.

- Staffing:
 - McKenzie Marchant is a new Educational Assistant who will support the Cougar Hub and Reset Room.
 - Courtney Bullerkist and Kayley Strachan have swapped positions.
 - Meghann Elgert will be on maternity leave this spring.
 - Taylor Burton is expecting a baby in July – congratulations!
- 2023-24 Honours Program update:
 - Eligible applications of SWH students (only) for next year's Honours program are 36 students for grade 8 and 22 students for grade 9.

When was the deadline for a student's marks for the Honours application process?
Last week was the deadline.

Parents provided feedback about the Honours program:

- Logos program numbers may be underrepresented when students have to choose between one program over another.
- It was felt there wasn't enough notice about Honours with the late December communication. At that point, the student had only 2 marks in one of their core subjects.
- Communication about the Honours program to the entire division may have been misunderstood by students who would not be eligible to apply.
- Informing students and families about the program could start earlier in the school year so they are aware of what is required for eligible grades.
- The January 11th virtual information session recording was not made available on the website before the deadline date to apply.

A parent shared their kudos for allowing Golden Tickets to be used as currency at the canteen.

Was the October school dance a success and will there be any other dances this school year?

For the most part, the afternoon of Halloween activities around the school and the dance in the gym were well attended with students exhibiting appropriate behaviour. Another dance will be considered after the new semester starts.

Why was there another change in staff for the grade 8 Honours math class?
This was the result of a position swap of 2 current staff members.

c. Trustee’s Report

Trina Boymook shared the following information.
The Board held a Board Retreat on November 29 and 30 to work on our workplan, identify advocacy priorities and finalizing our Board Evaluation. Special attention will be given to monitoring progress being made with our COVID recovery plan, completing our 2022-23 public engagements work and the upcoming provincial election. Advocacy efforts will focus on curriculum, infrastructure needs, mental health and funding.

A summary of the Logos public engagements was presented for the Board’s information at the December 15 Board meeting. A recommendation to the Board is expected to come at the March 16 Board meeting.

The next public engagement session for French Immersion is tentatively scheduled for February 7.

EIPS’s mental health pilot, with a focus on junior high, proposal was approved and we will be receiving \$1.94 over 2 years.

We have received news that Sherwood Heights will proceed through a design build and not a P3. The remaining of the design work will continue under Alberta Infrastructure. We remain hopeful that we will be able to manage the construction phase.

Our request to access more of our operating reserves to cover the some of the costs to address Salisbury Composite storm water drainage issue has been approved by the minister and the funds have been transferred into our Capital reserves.

The Board held a special meeting on January 5 to approve allocation of contingency funds (\$1.68M) and reallocation of dollars that have been declared surplus for their intended purpose (\$1.78M). The \$3.46M will go towards emergent items, complete additional work and projects that is required to be completed this year, increase in early learning supports and purchase to prepare for the change to Windows 11. As well, \$902K is being allocated to schools. Each school will receive \$10K and a per student allocation model will be used for distributing the remaining funds. The school will be required to spend the dollars in this year.

Re-registration process will begin February 1 to February 28. There are five schools with closed boundaries for the 2023-24 school year: Ardrossan Elementary, Ardrossan Junior/Senior High, Davidson Creek Elementary, James Mowatt Elementary and SouthPointe. Those that are planning on registering to a non-designated school and alternative program must do so through the month of February.

Senior high school information nights have been planned for:

January 26	6:00pm	Bev Facey Community High School	Advanced Placement (AP)
Program Information Session			
January 30	6-7:30pm	at The Park Church	High School Information Session
February 1	6:00pm	Salisbury Composite High School	International Baccalaureate (IB)
Programme Information Session			
February 6	6:30pm	Strathcona Christian Academy Secondary	open house
February 13	6-8pm	Ardrossan Junior Senior High School	open house
February 15	6pm	Salisbury Composite High School	open house

February 16	6-8pm	Bev Facey Community High School	open house
February 16	6-7:30pm	Next Step Sherwood Park	open house

6. Adjournment

Jacque adjourned the meeting at 8:39pm.