

**Lakeland Ridge School Advisory Council  
Meeting Minutes  
Wednesday, March 25, 2015, 6:30 p.m.**



Attendance:

Andrea Cundliffe, Vice Chair  
Karla Satchwell, Principal  
Trina Boymook, EIPS Board Chair

Amy Dieser  
Corinne O'Neill  
Gary Weller

Annette Hubick  
Vanda Sadilek

The meeting was called to order by Andrea Cundliffe at 6:32 p.m.

**1. Introductions and Opening Remarks**

Introductions around the room.

**2. Approval of/Additions to the November 2015 Minutes**

Quorum was not met at the time this agenda item took place

**3. Approval of/Additions to the January 2016 Agenda**

Quorum was not met at the time this agenda item took place

**4. Reports**

**Staff / Leader in Me Update, Karla Satchwell**

- Pay it forward bingo event to take place. Kids will be brainstorming how to pay it forward in the community and at school. They will have the opportunity to fill their bingo cards based on ideas they come up with for squares.

**School Administration Report, Karla Satchwell**

- Grades 1 to 6 will be attending the Lakeland Ridge production of Seussical at Festival Place on Tuesday January 26, 2016. The kindergarten students will attend the following day on Wednesday January 27, 2016.
- The boundary exemption process for EIPS will open up on February 1<sup>st</sup> and will close on April 14, 2016.
- February 4 & 5, 2016 is teachers convention
- On February 16, 2016 a student forum will be held within EIPS. Lakeland will select 5 Grade 9 students to attend

**EIPS Trustee Report, Trina Boymook**

- International travel planned for this year is being closely monitored. There will be no trips to France. Those who had plans for France can either chose another location or cancel. The Superintendent will be using the Government of Canada travel advisory to inform decisions. The final revisions have been made to a new International travel framework. Information will be coming out soon.
- At the December 17, 2015 board meeting the board approved the 2016/17 and 2017/18 calendar. In order to maintain November break we will be starting before Labour Day both years. It should be noted that November break will not take place the same week as Remembrance Day due to DIP being written the same week as Remembrance Day. We also approved an operating reserve plan. The plan includes school equity fund reserve, project reserve, central capital projects and school building reserve. The total value of this plan is \$4.7 million. The remaining \$5.3 million will not be allocated. It will

be kept to deal with emergent issues. The recommendation for boards is to set aside 2% of operations into reserves to deal with emergent issues. For EIPS that would be \$4M of operations into reserves to deal with emergent issues.

- At our December 17, 2015 board meeting the board approved paying off the outstanding amount owing on the Central Office building. Paying it off will save the district \$34K.
- We will be beginning the planning process for the new K-6 school in Davidson Creek. This school will have the capacity of 600 students. This is great news for those living in this area of Sherwood Park. We have a high concentration of students in K-6 in this area. The majority don't attend Lakeland Ridge due to it being at capacity.
- January 21, 2016 the board approved sponsoring one school council member from each school council to attend the Alberta School Councils Association Conference and AGM on April 22-24, 2016 at the Delta South.
- January 26, 2016 EIPS and EICS board chairs will be presenting at Strathcona County Council's Priority meeting to formally request the council revise the effective time for school zones to be 8am-4:30pm for urban schools and 7:30am-4:30pm for rural schools.
- February 16, 2016 the board will be holding a student forum where we will be inviting 100 Grade 7-12 students to talk about Welcoming, Caring, Respectful and Safe Learning Environments, as well as, Student Code of Conduct. We will be having similar conversations with staff and school councils through the months of February and March.

#### **Parent Action Society Report, Annette Hubick**

- **Meats & Sweets**- Sale of Mundare Sausage and Confetti Sweets cookies will take place Feb 1-12. To reduce burden on volunteers, online ordering and payment only through the hot lunch ordering website.
- **Paint Nite**- a fun night out where you can sip, nosh, create AND raise funds for our kids's school. Finalizing date and venue. Hopefully will take place in March.
- **Panago Pizza Certificates**- Certificates for medium pizza for \$10 (value ranges \$14-\$18). Limit of 250 will be sold.
- **Spring Concert VIP parking & reserved seating** packages and DVD sales . working out the details.
- **Write-on Stationery**. For those who enjoy convenience of pre-purchasing next year's school supplies, PAS will earn 10% of sales.
- **HOT LUNCH**
  1. Hot lunch is going to be offered twice per month.
  2. Website for ordering lunches for Feb to April will be open January 18-29, 2015.
  3. You can sign up to volunteer when placing your online orders. We need more volunteers, especially for distribution.
- **MOVIE NIGHT ANYONE?**

Last June, PAS held a movie night/silent auction fundraiser. While it was financially successful, we decided not to organize another one this year due to donor and volunteer fatigue.

That said, the free movie night event itself was a hit with LLR families so if there are any parents out there who would like to take on organizing one (no silent auction, concession would be up to you) please send an email to [llrpaschair@gmail.com](mailto:llrpaschair@gmail.com).

#### **5. New Business**

##### **Parent Session on Mental Health, Karla Satchwell**

- Event was well attended with 38 people coming registered online was 43 people. The event was advertised as Mental Health and Addiction however with the time limits addiction was not touched on. For future reference we need to narrow our topic.

#### **Parent Teach Student Interviews, Karla Satchwell**

- Signing up for both Jr. High and Elementary will happen online. The Jr. High computer glitch allowing you to sign up for only one teacher will be fixed as well as the statement saying not to book interviews back to back for all grades.
- It has yet to be decided whether to start interviews at 4 or 430pm which will determine whether they run until 7 or 730pm. The teachers will also determine for Jr. High whether to hold interviews in the gym or up in the classrooms

#### **Junior High & End of School Year, Karla Satchwell**

- Looking for feedback on how to handle the end of year with the Jr. High and the current testing schedule. As of now provincial tests will be completed on Friday June 24, 2016 but the Monday and Tuesday are still instructional days. Some ideas given
  1. Help sessions in the morning or afternoon and adjusting testing schedule so tests will still be taking place on the Monday and Tuesday
  2. Grade 9 opportunity trip to the high school where they could possibly get timetables see lockers.
  3. Flex blocks with activities such as movies and archery
  4. Lakeland Idol to take place on one of the days

#### **Drinking Fountains in Lakeland Ridge School, Karla Satchwell**

- Looking at retrofitting the water fountains at the school with water bottle fillers. There are four fountains to be changed with a cost of \$688 for retrofit supplies and \$250 for labor. Total cost for four fountains would be \$3752.00. Will bring up to PAS.

#### **6. Next Meeting Date/Adjournment**

The next meeting is February 22 at 6:30 in the school library. The Andrea Cundliffe closed the meeting at 7:30 pm.