



Woodbridge Farms School Council

Meeting Minutes

Date: Tuesday Oct 8, 2024

Time: 6:30

Place: Woodbridge Elementary/ Virtual

School Council Executive 2024-2025

Principal: Kerri Williams

Asst. Principal: Jess Miskiw

Chair: Marco Candia

Vice Chair: Alexia Friesen

Secretary: Mel Fawcett

Agenda Item	Notes	Actions
1.0 Welcome/Land Acknowledgement	6:35 PM Called to order by Kerri Welcome Sarah Budd - Acting Vice Principal	
2.0 Review and Approval of Previous Minutes	6:41 PM Jamie motions to approve September Minutes and AGM minutes. 2nd by Alexia. All in favour.	Approved as circulated
3.0 Approval of Agenda	6:41 PM Mel motions to approve the current agenda. 2nd by Kristen. All in favour.	Approved as circulated.
4.0 Trustee Report	6:41 PM School Board Trustee Cathy Allen presenting. GOVERNANCE AND EVALUATION COMMITTEE The Board approved piloting a new committee for the 2024-25 school year—the Governance and Evaluation Committee. Throughout the year, the committee will review the Board Handbook, develop the Board retreat agenda, work on the Superintendent evaluation, Board self-evaluation and Board work plan, and prepare for the upcoming trustee election and related onboarding. After the year, trustees will determine whether or not to make Governance and Evaluation a standing committee going forward. TRUSTEE REMUNERATION The Board approved the trustee remuneration for the 2024-25 school year—unchanged from the previous year.	



Woodbridge Farms School Council

Meeting Minutes

BOARD POLICY 24

The Board approved rescinding Policy 24: Personal Communication Devices. The guidelines for personal communication device usage in schools are now outlined in Administrative Procedure 145: Use of Personal Mobile Devices

SCHOOL CONSTRUCTION ACCELERATOR PROGRAM

EIPS did not receive funding from the School Construction Accelerator Program announced by Alberta Education. The new schools, replacement schools and new modulars will be most welcomed in Alberta school divisions to address enrolment pressures and aging infrastructure. We will continue to advocate for our EIPS Capital Plan requests. The number one request is a Grades 7-12 replacement school for Fort High and Rudolph Hennig and the number 2 request is a replacement school for James Mowat.

COLLABORATION AND PROFESSIONAL LEARNING – DRAFT ALTERNATE CALENDARS

The Board reviewed extensive research on the impact collaboration and professional learning have on student achievement. The research clearly demonstrates teacher collaboration enhances collective efficacy, pedagogical practices and student outcomes. Given a key EIPS priority is “enhancing growth and success for all students,” the Board wants to explore alternative Division calendars that embed formal collaboration time.

As such, the Board directed administration to:

1. Develop alternate Division calendar options, 2025-26 and 2026-27, for the Board’s consideration—with collaborative teacher-learning opportunities and a November break embedded within each option.
2. Survey EIPS stakeholders to collect feedback about the possible calendar options.
3. If an alternative calendar is approved, create a new draft administrative procedure, entitled Collaboration and Professional Time, outlining expectations related to professional collaborative learning time. The stakeholder survey is open from October 10-21, 2024.



Woodbridge Farms School Council

Meeting Minutes

	<p>Superintendent Stoddard has recorded a video that further explains the research used in the creation of the two alternate calendars. This video is linked to the survey.</p> <p>PROGRAM UPDATE: READ AND LEVERAGING STUDENT ACHIEVEMENT</p> <p>The Board received for information an update on two literacy and numeracy intervention pilot projects: the Reading Enrichment and Development (READ) pilot project and a junior high pilot project funded through Leveraging Student Achievement. In 2023, EIPS launched the READ pilot project, a program aimed at improving student reading achievement through targeted intervention based on the science of reading. Seven schools took part in the program—five in Fort Saskatchewan and two rural schools. Each school received two rounds of intervention for a seven-week period, which included pre- and post- intervention assessments. In total, 50 students took part in READ, receiving intervention in four small-group sessions a week, with each session lasting 40 minutes. Post-intervention testing showed significant improvements for learners—specifically in the areas of letter identification, sounds and phoneme manipulation.</p> <p>EIPS also used Board-allocated Leveraging Student Achievement funding to address learning gaps seen at the junior high level. In 2023-24, four schools were selected for literacy intervention and four schools for numeracy intervention—based on Star Reading, Star Math and Provincial Achievement Test scores. Schools received six weeks of intervention programming, totaling 12 hours of targeted instruction per student. In total, 55 students received literacy support, and 57 received numeracy support. Similar to the READ program, post-intervention testing demonstrated improved outcomes for students. Thanks to the success of the READ pilot project, the Division has expanded the program to include all elementary schools across the Division. It's also reviewing next steps for the junior high pilot.</p>	
5.0 COSC (Committee of School Councils)	<p>7:00 PM Marco attended the October meeting.</p> <ul style="list-style-type: none">• \$2000 ASCA grant for this school year. School council to explore options.	Move to the next meeting.
6.0 School Report	<p>7:07 PM</p> <ul style="list-style-type: none">• Staff appreciation lunch in recognition of World Educators Day, Oct 7th	



Woodbridge Farms School Council Meeting Minutes

- Committee of School Council (COSC)
 - Communication Services has a [form](#) for COSC members to use so they can subscribe to the group's email distribution list.
 - Principals are encouraged to share this form with their respective school councils. A QR code is also available.
 - Let school councils know they can email Emma Small to unsubscribe from the list.
- Student/Parent/Teacher Interviews
 - October 23 & 24, 2024 – Times: 4:00-7:00 p.m.
 - [Online Booking](#) opens on Monday, October 14 at 4:00 p.m.
 - Kindergarten to Grade 6 – 12-minute interview-style conferences.
 - Connections – Half hour meetings per child.
 - Impact and CSP – 24-minute interviews per child.
 - Interviews are booked with the homeroom teacher and are limited to one booking per student.
 - Our school counsellor and our music teacher will be available by appointment.
- [Guide to Reporting Student Achievement](#) (GRSA) is available on our school website.
- Next interviews: February 4 & 5, 2025

Scholastic Book Fair

- October 23-24
- Families can purchase books in person. Our Library Learning Commons will receive a percentage of all sales and earn Scholastic Dollars that can be redeemed for classroom furniture, resources, and (of course) more books! Thank you for your support!
- Parent information, a preview to book fair titles, and volunteer sign up can all be found on our [Book Fair Website](#). Our book fairs accept debit, credit, Mydoh, and Apple Pay.

School Photos – Fiddle Leaf Photography

- Print orders will be ordered once the gallery closes and packaged/delivered to the school in approximately 3 weeks AFTER the gallery closes. Orders will be packaged by family groups and sent home with the oldest child.



Woodbridge Farms School Council

Meeting Minutes

- Group class photos and hard-copy yearbooks will be available to purchase in Spring of 2025. Watch for an email from the school with info.
- Photos are a fundraiser for WBF. 10% of sales (pre-GST) will be returned to the school as a donation.
- If your child missed photo day, has an older or younger sibling who is not at the school that you'd like individual photos of, or if you'd like photos of siblings together, you can book a session in the Fiddle Leaf Studio in Sherwood Park. Please use the coupon code: WBF2024 to clear/waive the session fee.

Staff October Professional Learning

- On Friday, October 4, certificated staff engaged in focused Professional Learning Community (PLC) groups at various school sites across the Division. This format enabled teachers to target specific areas of their practice for improvement in alignment with their Professional Growth Plans. PLC groups will reconvene on the March Professional Learning Day to continue collaborating on the topics they began exploring. Additionally, staff are encouraged to arrange extra meetings throughout the year beyond the two designated PL days.

School Wishlist

- Box Cars & One Eyed Jacks: [Family Math Game Night](#) - Workshops are packed with valuable strategies, games, and differentiation ideas to keep learners engaged.
 - \$600.00 plus GST for a 75-minute session. Mileage at 65 cents return from Edmonton or Beaumont depending on the consultant.
 - Tentatively booked Monday, January 27 – holding spot while we confirm and budget.
- Fundraising Initiatives: Musical Instruments – Creating a document to share the types of instruments and costs.
- Spirit Day Event - Fitset Ninjas - a mobile obstacle course. For more information visit www.fitsetninja.com.

Update to AP 145: Personal Mobile Devices

- On Sept. 19 the Board of Trustees rescinded Board Policy 24: Personal Communication Devices.



Woodbridge Farms School Council

Meeting Minutes

- AP 145: Personal Mobile Devices has been updated to capture the necessary pieces as well as to align with the new Ministerial Order 014/2024: Standards for the Use of Personal Mobile Devices and Social Media in Schools.
- The Division sent out a SchoolMessenger email to all families about the updated AP on October 1.
- Schools will continue working throughout the fall on the associated personal mobile device plans that are also outlined within the AP. As per the Ministerial Order, these plans must be finalized and shared with families by Jan. 1, 2025.

Upcoming Events

- Oct. 7 - Fiddle Leaf Photography - Student Photo Galleries Open
- Oct. 7-11 - Read-In Week
- Oct. 8 - Bring a stuffy, flashlight or umbrella and find a new place to read.
- Oct. 8 - School Council and Parent Association 6:30 p.m.
- Oct. 9 - Wear clothes with words or letters.
- Oct. 10 - Bring your favourite book from home to share with a buddy!
- Oct. 10 - World Mental Health Day
- Oct. 11 - Dress up like your favourite book character.
- Oct. 14 - No School - Thanksgiving Day
- Oct. 15 - Return Reading Bingo sheets for a chance to win reading related prizes.
- Oct. 16 - Grade 6 Immunizations
- Oct. 21-25 – School Bus Safety Week
- Oct. 22-25 - Scholastic Book Fair
- Oct. 23 - Parent Teacher Interviews 4-7 p.m.
- Oct. 24 - Parent Teacher Interviews 4-7 p.m.
- Oct. 25 - Family Halloween Dance
- Oct. 31 - Happy Halloween!

Strathcona County Family Resource Network

- Session: No Such Thing as a Bad Kid: For Parents and Caregivers
- Most parents may feel puzzled by their children's feelings and behaviours at some point in their parenting journey. Join the Family Resource Network for a presentation



Woodbridge Farms School Council

Meeting Minutes

	<p>that helps parents understand what's behind children's behaviours and learn how to support children with emotional and behavioural challenges.</p> <ul style="list-style-type: none">○ Date: November 19, 2024○ Time: 5:00 - 6:30 p.m.○ Location: Ardrossan Elementary School○ Audience: Parents and caregivers○ Cost: Free!○ Click here to REGISTER for the event. <p>Click here to read Strathcona County's Fall Program Schedule.</p> <p>Caregiver Series: October Sessions</p> <ul style="list-style-type: none">● Alberta Health Services offers free online programming for parents and caregivers of children and youth. Sessions are offered through Zoom. The list of October 2024 sessions is now available. <p>Social Media Follow us on Instagram: @wbfschool</p>	
7.0 New Business		
8.0 Adjournment	<p>Meeting adjourned 7:24 p.m. Next Meeting Date: Tuesday November 19, 2024. 6:30 p.m</p>	