

Salisbury Composite High School

Parent Advisory Meeting Minutes: Corrected

April 23, 2025, 6:00pm - School Library *Indicates written report provided

ATTENDEES: Curtis Starko (Principal), Kyle Samaratunga (Gr12 Assistant Principal), Carmen Horne (Gr11 Acting Assistant Principal), 2 SAIL Representatives, Trina Boymook (School Trustee), Kim Scott (Chair), Tracey Nielsen (Secretary) and April Childs (Vice Chair)

1. Call to order@6:00pm
2. Welcome and Introductions: Kim Scott
3. Approvals
 - Agenda – Approved
 - February Minutes – Approved
4. COSC Sharing and Parent Engagement Grant Money: Kim Scott
5. **COSC REPORT*** (prepared by Emma Small, EIPS & shared with Kim Scott)

Below is a brief overview of what took place at the COSC meeting on April 2, 2025.

KEY AGENDA TOPICS

- Board Report
- Superintendent Report
- ASCA Update
- Caregiver Series: April
- COSC Sharing: ASCE Grant and leftover funds from Andrew School
- COSC Sharing: Potential trustee candidate questions
- Amendments to COSC Operating Procedures
- ASCA Resolutions

BOARD REPORT

EIPS Board Chair Cathy Allen provided the Board Report. She discussed [collegiate programming](#) the Division is offering in the 2025-26 school year. Though the Division did not receive funding to build a new collegiate school, EIPS has gone ahead with creating Campus EIPS—a school name for the Division’s new collegiate program. Campus EIPS will offer programming to students at secondary schools throughout the Division, including Ardrossan Junior Senior High, Bev Facey Community High, Fort Saskatchewan High, Lamont High, Salisbury Composite High, Strathcona Christian Academy Secondary, Vegreville Composite High and Next Step. As with any divisionwide program, there are many factors to consider, from transportation to registration. On behalf of the Board of Trustees and the Division, EIPS Board Chair Allen recognized the commitment and hard work of COSC members in celebration of National Volunteer Week—taking place at the end of April. In-person attendees enjoyed a dessert platter and received a thank-you card as a token of appreciation. Virtual attendees and those who have been to one or more COSC meetings this school year will also receive a thank-you card. The cards are being sent to applicable members’ schools. School administration will pass along the cards to these members.

SUPERINTENDENT REPORT

EIPS Superintendent Sandra Stoddard presented the Superintendent report. Several topics were covered, including:

- The Division now has the [funding manual](#) from Alberta Education. Important budget considerations for EIPS include:
 - Literacy and numeracy
 - Career pathways
 - Classroom complexity
 - High-quality teaching and learning
 - Equity—eligible classified staff have received a lump sum payment

- Curriculum work
- Rural education
- Early learning—the Division is exploring [full-time kindergarten pilot programs](#) for science, technology, engineering and mathematics (STEM) and French Immersion
- EIPS Superintendent Stoddard is facilitating a book club for principals. They're currently reading *Learning Transformed: 8 Keys to Designing Tomorrow's Schools, Today*, written by Eric C. Sheninger and Thomas C. Murray. The goal: empower school administration to plan for the future now.
- When addressing upcoming vacancies in the leadership pool, EIPS will try to decide all at once to mitigate administrators shuffling throughout the school year.
- One of the Division's goals is to enhance high-quality working and learning environments for students and staff. After an exceptional presentation from Dr. Greg Wells and feedback from stakeholders, EIPS is looking to pursue an initiative regarding communication. The initiative would limit the hours staff and families communicate with one another outside of business hours—looking to support school community wellness and work-life balance.

ASCA UPDATE

The [Alberta School Councils' Association](#) (ASCA) is the provincial organization for families on school council.

Below may be of interest to COSC members:

- The ASCA Conference takes place virtually on April 26. The AGM takes place virtually on April 27. The Board will fund the cost of one registration fee per EIPS school council. Interested councils must have *one* member fill out the [Board-sponsored registration form](#) by **April 7**. EIPS administration will register school councils for the conference and AGM through ASCA after April 7. [Frequently asked questions](#) are available.
- ASCA has released its [breakout sessions](#) for the conference. Of note, Education Minister Demetrios Nicolaides will open the event, Jo Phillips will provide a keynote on resilience and Elder Wilson Bearhead will join as a special guest.
- Because of the virtual nature of the conference and AGM, school councils are encouraged to connect digitally. A link to a group chat will be posted on the [COSC Facebook page](#).
- The [proposed advocacy resolutions](#) are published for the 2025 AGM. If a school council is unable to attend the AGM, they can have another council vote on their behalf. The deadline to fill out the [proxy voting form](#) is **April 19**.

CAREGIVER EDUCATION SERIES: April

Recovery Alberta is hosting a series of virtual caregiver information sessions focused on ways to support students' mental health. The sessions are free and geared toward parents, caregivers, teachers and community members who want to learn more about challenges impacting children and adolescents. Session topics include anxiety, ADHD, depression, self-harm, technology, teens and teaching leadership skills, communication, resiliency and more. [Learn more](#)

COSC SHARING: ASCE Grant and leftover funds from Andrew School

After checking the numbers, there's \$483 left over from the Alberta School Council Engagement (ASCE) Grant funds from Andrew School. As the school is closed, the COSC executive consulted members on what they'd like to do with the remaining money. COSC Vice-Chair Michelle Uytterhagen encouraged members to finalize a decision, as it will be difficult to do so moving ahead. COSC members decided to use the money to pay David Irvine for a link to the presentation he did for several school councils that pooled their ASCE Grant funds. The link would then be available to school councils divisionwide. COSC members from Bev Facey Community High stated they'd get in touch with their co-chairs to facilitate this as they organized the event.

COSC SHARING: Potential trustee candidate questions

COSC members discussed potential trustee candidate questions. [Sample questions](#) are available—created by Krista Scott and Jacquie Surgenor Gaglione in previous years. COSC members wondered about what the most effective way would be to reach families with trustee questions for the upcoming municipal election this year. Members also explored whether there's any interest to create a website for potential trustee candidate questions and answers. COSC Vice-Chair Uytterhagen stated she'd ask about interest on the [COSC Facebook page](#). The

topic will be addressed again at the COSC meeting in May. If there's no interest, a simple one-pager with questions will be created.

AMENDMENTS TO COSC OPERATING PROCEDURES

COSC Vice-Chair Uytterhagen brought forward [proposed changes](#) to the COSC Operating Procedures to clarify roles, committees and meeting delivery. She also suggested adding an addendum for how to build an agenda. Additionally, COSC members discussed adding a stipulation to the COSC Chair role on how many meetings the Chair must attend. COSC Vice-Chair Uytterhagen stated she'd create two new drafts of the COSC Operating Procedures—one with her proposed changes and the new stipulation and one with her proposed changes and without the new stipulation. The new COSC Operating Procedures will be approved at the meeting in May.

ASCA RESOLUTIONS

Due to time constraints, COSC Vice-Chair Uytterhagen ensured members attending the ASCA conference and AGM were confident about the process of addressing the [proposed advocacy resolutions](#) at their school councils and the AGM itself. Members agreed they're well-prepared.

UPCOMING EVENTS AND IMPORTANT DATES

- **April 7:** [World Health Day](#)
- **April 7-11:** [Education Week](#)
- **April 18:** Good Friday (schools and Central Services closed)
- **April 21:** Easter Monday (schools and Central Services closed)
- **April 22:** [RAP and Collegiate Pathways Information Session](#)
- **April 22:** [Earth Day](#)
- **April 23:** [Administrative Professionals' Day](#)
- **April 23:** [National French Immersion Day](#)
- **April 23:** [World Book and Copyright Day](#)
- **April 27 to May 4:** [National Volunteer Week](#)
- **April 29:** [RAP and Collegiate Pathways Information Session](#)
- **May 2:** Professional Learning Day (schools closed to students)
- **May 4-10:** [Emergency Preparedness Week](#)
- **May 5:** [Bus Driver Appreciation Day](#)
- **May 5:** [Red Dress Day](#)
- **May 5-11:** [Mental Health Week](#)
- **May 7:** Early Dismissal

Additional information from the April 2, 2025 meeting is available at eips.ca. The last meeting for the 2024-25 school year takes place on May 7, 2025. We look forward to seeing you there.

6. TRUSTEE REPORT*: Trina Boymook

Adjustments have been made to the classroom complexity algorithm

The complexity algorithm includes.

- PAT and DIP
- First Nation Metes and Inuit
- Student in care
- English Language Learners
- Mean and Standard Deviation
- Socio economic status
- Non leveled special education codes
- Student population
- New* Rural Boost - rural schools who do not have access to the assortment of System Programs and community support
- New* Severe Codes

The funding manual was released April 2. The Board approved the budget assumptions at our April 17. Priorities for the 2025-26 budget cycle:

- Ongoing support of literacy and numeracy improvement
- Continued pursuit of Collegiate School/Program and support for Career Pathways
- Addressing complexity in classrooms
- Staff equity and high-quality resources
- Curriculum and resource development to support teachers
- Compensation structure and training leading to staff retention
- Equity for rural schools to address unique needs
- Expansion of Early Learning opportunities by offering full-day kindergarten programming
- Educational technology and Artificial Intelligence (AI) considerations

The Board will be holding a special meeting on April 24 to approve allocations to schools and departments.

Three Year Capital Plan was approved at our March 20 Board meeting. Replacement schools in Fort Sask remains the top 2 with Cambrian Crossing K-9 is number 3.

The replacement chiller will not be fully installed and operational until the fall. Work is underway to prepare for installation and purchasing the require equipment.

International Volunteer Appreciation is April 27 to May 3. We are so grateful for all our volunteers who's contributions is one of the key factors to our success as a school division.

7. **PRINCIPAL'S REPORT***: Curtis Starko

- SAIL Update

Staffing:

- Welcome for 2025/26 School Year
 - Assistant Principal Rita Lal
- Posted for
 - Cosmetology
 - Personal Fitness/Sports Medicine
 - Counselor
- Registration
 - Grade 10/11 students complete
 - Running some catch up sessions
 - Grade 9's now done
 - Visited all 6 feeder schools
- French Immersion
 - 50 students
 - Teachers
- Athletics update
 - Badminton
 - Handball
 - Rugby
 - Soccer
 - Slo-pitch
- Clubs update at SAL
 - Debate
 - Provincials April 8th
 - Reach for the Top!
 - Provincials April 12th: Silver Medal
 - Math competition
 - Ross Sheppard
 - Sal entered 3 teams

- Skills Canada
 - Culinary Arts Silver (Gavin Friedenberg)
 - Baking Bronze (Avery Stasiuk)
 - Welding: Kurt Jakowatz
 - Fashion: Kayla Klita
- Drama/Musical Theatre Productions
 - Drama 10
 - Golden Egg successful
 - One Act in Ardrossan Last week
 - Drama 20/30 this week
- Survey Season
 - Student Survey
 - Up from last year
 - “Supported for life beyond high school” up 12%
 - “Skills for success in life” up 13%
 - Staff Engagement
 - Stayed consistent, average response in 95% range
 - Parent Survey
 - Stayed same
 - “Informed of progress” was an issue
- Budget open on April 25th
 - At 1490 students
- Upcoming dates:
 - May 2: PL Day
 - May 6: Budget Due
 - May 12th - 15th: Chicago performance
 - May 29th: Year end Band Concert (7pm) and Parent Council

8. Adjournment: 7:18pm

9. Next Meeting: **May 28, 2025**