

# BRUDERHEIM PARENT COUNCIL MEETING MINUTES

**Date: February 4, 2025 Time: 5:30 PM**

**Location: Bruderheim Elementary School**

## 1. Call to Order

- Andy Pearson-Styles called the meeting to order at 5:36 PM.

## 2. In Attendance

- Tracy Innes
- Melanie Buckley
- Miranda Braun
- Andy Pearson-Styles
- Colleen Holowaychuk
- Ashley Carter
- Lindsey Mercer
- Joshua Thiessen
- Cierra Menzie

## 3. Approval of the Agenda

- Miranda Braun, seconded by Cierra, approved the agenda.

## 4. Approval of Previous Meeting Minutes

- Miranda approved the minutes from December 5, 2024, and January 15, 2025; Cierra Menzies seconded them.

## 5. Business Arising from the Minutes

- Parent Council Checklist: Progress on templates and onboarding materials.
- Tracy handed out a rough draft of a checklist for different positions.
- Friends of Bruderheim operating procedures.
- Grade 5/6 Lockers: Discussion of actionable steps and next steps. Melanie said the lockers are empty, but the space is challenging to find. They may move items around over the summer to make space for the lockers.
- Use of \$500 Grant: ideas for a family resource night or guest speaker Miranda will call, including Tara Payne's yoga session proposal. Alberta School Council Association conference strategy for the school council has virtual presentations on April 26, 2025. Theme resilience deadline to register is April 14, 2025. Event fees are \$95.54. Saturday and Sunday are free.
- See the full [February COSC Agenda](#).
- COSC meeting details:
  - Date: Feb. 5, 2025
  - Doors open at 6 p.m.
  - Meeting time: 6:30 p.m. to 8:30 p.m.
  - Location: in person, EIPS Central Services boardroom
  - Virtually [join the meeting](#).

## 6. Principal's Report

- Bruderheim Principal Report Feb 4, 2025
- School Highlights: busy times at Bruderheim School
  - No new enrollments- 110 students (1 grade 5 student moved to another division), 28 students at Castle
  - Staff Change- Charlene Dey passed away; reallocated so Ms. Strickland is now full time. This

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event definitely impacted our return to school.

- December & January highlights:
  - Christmas Concert and first Grit assembly in January. Students colored decorations in their Tiger Teams. We did a school-wide Bingo game on the final day. We also sang in the gym every morning. It was a lot of fun. The January assembly and activity was completing a puzzle in groups.
  - Read Program continues (Reading intervention) - 4 students in grade 2 participating (4 sessions a week) with EIPS reading Consultant Tamara Barclay Spady. Phase 1 was completed at the end of January.
  - January- Ski trip to Sunridge for grades 4-6 students was a lot of fun and required a lot of grit. We are wondering if we wanted to make this an entire school field trip
  - Students in K-3 completed the second GOA assessments in January.
  - Our January 29th PD Day included teachers learning about PowerTeacher Pro Gradebooks,
  - Erica Rudyk from Supports to Students presented a session about strategies for complex students, and teachers analyzed their GOA data or attended a literacy assessment session at LME in the afternoon. We also cleaned out the pre-school room and set it up as a co-regulation
  - space.
- Upcoming events
  - Feb 5- Bruderheim Fire Dept guest speaker
  - Feb 12- Telus World of Science (all grades K-6)
  - Feb 14- Valentines Day Carnival
  - Feb 21- Grade 6 girls attending WISEST conference online in the am; skating in the pm
  - Feb 24- Fort Saskatchewan Multicultural Association coming in to present on Canadian Black History Month
  - Feb 26- Rocks and Rings Curling coming in-floor curling
  - Feb 28- Dallas Arcand Jr. Hoop Dancing workshop
  - March 7- Music Club students @ Sing for Spring Oil Kings game
  - March 14- skating in the pm
  - March 17-21- Book Fair
  - March 19-20- Parent Teacher Interviews
  - Registration is open- 5 Kindergarten students registered since Feb 1st

## 7. Trustee's Report

- Bruderheim School Council Trustee Report – February 2025
- 2025 Trustee Elections Bylaws passed
- In preparation for the 2025 municipal election, the Board passed three bylaws.
  - Establishment of Wards and Electoral Subdivisions
  - The Rules and Procedures for the Conduct of School Trustee Elections
  - Record Checks Required for Trustee Nominations
  - Must be issued no earlier than 12 months prior to the date of the election to which the nomination pertains. Record check reports must be dated on October 20, 2024, or later to be valid for the October 20, 2025, election.
- Division Calendar 2025-2026 and 2026-2027
  - Early out every Wednesday for collaborative time.

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- Naming of the Sherwood Park Replacement School
  - New name is Forest Grove School. This new School brings together two school communities, Sherwood Heights Junior High and Ecole Campbelltown Elementary into a new K-9 dual track French immersion school.
- School Fee Parameters approved
  - Fees can only be increased by 2%. Anything exceeding will require explanation with executive team and very good reasoning.
  - Fee waivers are based on low-income cut-off information from Statistics Canada indexed annually.
- STEM Kindergarten 2025-2026 Pilot
  - Wes Hosford STEM full day every day
    - \$350/month, able to pay annually, quarterly or monthly
    - 20 students would be able to pay for the program.
  - Full day everyday French Immersion Pilot at Ecole Park
    - \$75.00 per student per month, much lower due to OLEP grant. Otherwise, would be \$350/month.
    - Half day would still be available.
  - Mundare full day everyday STEM kindergarten.
    - No cost to families
- 2025-2026 Student Registration Process
  - Feb 10-24, 2025. All students need to register whether they wish to attend their designated school or not.
  - Kindergarten Registration began Feb 1, 2025, and remains open year-round.
  - New students to the division are also open year-round.
- Data breach through Power School
  - (All families received a letter from EIPS with more detailed information)
  - 80 million people affected worldwide.
  - EIPS system was not breached, however, as soon as we learned of this incident, we initiated our security protocols, including engaging cybersecurity specialists.
  - What happened?

On Jan 8, 2025, Elk Islands Public Schools was notified by PowerSchool—a third-party software vendor whose platform we, and many other schools in North America and around the world, use to store student and staff information—of a data breach.
  - We've been informed by PowerSchool that the incident is contained and there is no evidence of continued unauthorized activity in the PowerSchool platform. We are not aware of any data misuse at this point.
  - PowerSchool has advised it has received confirmation the data accessed by the unauthorized user has been deleted and that no copies of this data were posted online.
  - Are accounts through PowerSchool secure?

Usernames and passwords were not impacted in this breach.
  - Who is affected?

All current and former EIPS students who attended EIPS from 2009 onwards and current and former staff who had a PowerSchool account from 2009 onwards.

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- What data was impacted?  
EIPS has completed a thorough review of impacted data and can confirm the following data was accessed as a result of this incident:
  - Students: name, date of birth, grade level, mailing address, Alberta Student Number, parent/guardian names, home phone number, graduation year and some emergency contact and medical information (for example, doctors' names and phone numbers)
  - Staff: name, work email address, employee ID, PowerSchool username
  - Documents (for example, birth certificates) uploaded within PowerSchool were not impacted as a result of this incident.
  - No staff or student photos were accessed in this incident.
  - no financial information (including credit cards) was accessed or stored in PowerSchool.
- Volunteer Opportunity - Audit Committee
  - Closing Date: March 7, 2025, Open To: External candidates only
  - Job Description: Audit Committee Community Members (two positions available)
  - Volunteer position. Honorarium of \$100/meeting and reimbursement for mileage  
Approximately two meetings per year.
  - Meetings take place during regular business hours, one in the spring—usually in May or June—and one in the fall—usually in November.
  - Community members will serve on the Audit Committee for a two-year term and may apply to serve additional two-year terms.
  - The successful candidates will serve on the Audit Committee which reports to the Board of Trustees and assists in ensuring the assets of Elk Island Public Schools are preserved and resources utilized, as approved.
  - See the EIP Website for more information which includes qualifications and responsibilities.
- School Status Report
  - (Note: None of the information in the report indicates that EIPS is looking at or considering closing any schools)
  - The School Status Report combines historical data from various sources to accurately compare the Division's schools and sectors.
  - The analysis within the report is presented by geographic sector and is provided on a four year comparative basis to identify enrolment trends, utilization and costs per student—used to help develop the Elk Island Public School's (EIPS) Ten-Year Facility Plan and Three-Year Capital Plan.
  - Many other factors are considered as part of the capital planning process. When reviewing the report, carefully consider both school and sector utilization rates, as both are essential for future capital investment.
  - Especially for new school builds, school modernizations and the modular classroom program. In addition to informing EIPS capital planning, this report provides an opportunity to look at each school and ask questions around established enrolment patterns. It provides the Division an opportunity to contemplate changes to programming to support robust education and effective use of learning spaces.
  - Other aspects to consider is EIPS is an urban-rural school Division. As such, schools face distinct challenges resulting from their geography and the communities they serve.
  - Therefore, any solution must also reflect these unique circumstances.

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- **As taken from the January board meeting report:**
  - Sector 4 – Lamont County (Attachment 2, Pages 16 to 18)
  - The total enrolment of Sector 4 decreased by two per cent in 2023-24 compared to the prior year.
  - Only one Sector 4 school experienced enrolment decline, Bruderheim School (one per cent). The remaining three schools in Sector 4 saw enrolment growth over the last year.
  - Lamont High saw a slight increase of one per cent
  - Enrolment at Mundare School increased by five per cent
  - Lamont Elementary had a significant increase of 13 per cent in 2023-24 school year.
  - Note: The enrolment increases at Mundare School and Lamont Elementary was due to the closure of Andrew School and the redesignation of the Andrew School attendance area to other EIPS schools.
  - The overall utilization rate of Sector 4 was 64 per cent, a 12 per cent increase from 2022-23.
  - The increase in Sector 4 is due to the closure of Andrew School.
  - In 2022-23 Andrew School had a utilization rate of 15 per cent. (Page 17)
  - All Sector 4 schools have costs per student above the Division average of \$7,054. Three of the five schools are ranked within the top 10 highest costs per student per school in the Division.
  - Bruderheim School ranked as the highest cost per student school in EIPS at \$11,016.
  - Mundare School remained the second highest cost per student (\$10,006)
  - Lamont High ranked seventh (\$8,815).
  - Lamont Elementary moved to 13th from sixth with cost per student of \$7,715. (Page 18)
- **Transportation Eligibility**
  - Alberta Education amendment to the current distance eligibility funding criteria of 1.0 km for kindergarten to Grade 6 students to 1.6 km effective September 1, 2025. Been changed in the Funding Manual but not in the Student Transportation Regulation.
  - Grade 7-12 will remain at 2.0km
  - Key Concerns:
    - Impact on Families: Over 686 students within EIPS will be affected by the 1.0km distance criteria change effective the 2026-27 school year.
    - We bus over 11,000 students
    - Financial Implications: The amendment is projected to result in a funding shortfall exceeding \$415,000 for EIPS. This deficit may lead to reductions in transportation services or increased fees for families. Even a substantial increase in fees will not recoup the loss of funding.
    - Service Disruptions: If we choose to no longer provide transportation service to students who do not meet the distance eligibility criteria, this will pose significant challenges for families who rely on transportation services for access to education.
    - Students need to be registered and paid in order for EIPS to receive the full funding, even if the student only rides part-time.
    - Trust and Policy Consistency: The initial reduction to 1.0km was a commitment to improving accessibility. The revision to 1.6 km undermines this trust and raises concerns about the government's commitment to its policy objectives.
    - The amendment to the distance eligibility criteria for grades 1 to 6 students has significant implications for families and EIPS Student Transportation services. A significant reduction in funding to EIPS, the inability to sustain the current service level, and a significant increase to transportation fees for parents may all be a result of this change.
    - Transition funding for the 2025-26 school year will provide temporary relief but this change will need to be addressed for the upcoming year.

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- Alberta Rural Symposium
  - March 3-5, 2025. EIPS sent a letter to encourage our municipal councils to attend along side us.
- COSC Meeting Dates
  - The next COSC meeting will be held on Wednesday February 5, 2025, at EIPS Central Office in Sherwood Park. Meetings are always available to join virtually.
  - Trustee Boymook is making a presentation on trusteeship. We will also be asking COSC what types of questions they would want to ask candidates. Or what they feel is important to know about candidates?
- Alberta School Council Association Conference
  - April 26/27, 2025
  - Theme is Resilience
  - April 26 keynote and breakout sessions - \$95.54 for the virtual link
  - April 27 Annual General Meeting - \$0.00 for school members to attend.
  - Board approved to pay for the cost of one person per school board.
- Next Board Meeting
  - The next board meeting will be held on Thursday February 20, 2025.

## 8. Town of Bruderheim Report

- 2025 Municipal Election
  - Come to the Town Office or visit the Town website to get your Candidate package.
  - Call Sherry at 7807963731 or email [sherry.cote@bruderheim.ca](mailto:sherry.cote@bruderheim.ca)
- Important Dates 2025
  - Jan 1- Nominations Open
  - September 22- Nominations Close at NOON
  - September 23rd- DEADLINE to withdraw nominations at NOON
  - September 24th- Candidates Forum
  - October 20- Municipal Election
  - Bruderheim Youth Council
    - Wednesday, February 12, 2025, 6:00pm-7:00 pm at the Bruderheim Fire Hall
  - Family Day Winter Whirlwind
    - Sunday, February 16th- All events take place outside  
\*Maple Syrup Snow Candy, Horse Shoes, Hot Dog Roast, Snowman Building Contest, Laser Tag in Gazebo Park, Snow Painting, Log Pull and much more\*
  - Town Council Meeting
    - Wednesday, February 5th at 7:00pm at the Fire Hall
  - Public Skate
    - February 8th at 4:45-7pm

## 9. Fundraiser Report:

- Christmas Raffle Basket Results: In Jhan minutes, there is a summary of funds raised and participation.
- Candy Grams: Valentine's Day sales. Miranda would like to come in personally to sell the candy grams for \$1 each on February 11 and 13 and hand them out on February 14.

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- Family Movie Night: Finalization of event details for February 28, 2025. At 6:30 pm, strange world
- Calahoo Meats Fundraiser: Progress on timeline. We would like to have it in March after spring break, but this will depend on Friends of Bruderheim's reinstatement.
- Family Dance: Tentative plans for May/June 2025. Family BBQ in June budget TBD
- Children have asked for an Easter egg hunt again. Budget TBD

## 10. Financial Report

- Cierra did a fantastic job setting up filing systems.
- Income \$0
- Total Monthly Spent \$3284.59
- Main Account \$2872.72
- Food Account \$1178.50

Main. points:

I went in and met with Melanie and paid off all of our debts to the school for the busing to swimming (1890.00), the T-shirts(349.84) and the oven (1044.75)

Due to not having the cheque book for the food account, we paid for the oven out of the main account and I moved the money over from the food account. We have officially paid off the school and have no outstanding balances as of right now.

we are currently missing the cheque book for the food account. We need to get in contact with the past treasurers in order to find this checkbook. I also would like to approve the option to buy more checks on food acct. If this book cannot be found there is no suspicious activity on the account so nobody is using it but we do have a missing cheque book out there.

## 11. New Business

- Discussion regarding Corporate Donations: narrow down to 2 large ticket items – Andy
  - Melanie asked for an OZO Bot for the students and a gym sound system upgrade, asking for funds to tech upgrade Tarmac upgrades. Andy spoke to Eips maintenance, who said they would only approve and fund part of the repairs. They asked the parent council to invest and donate, too.
  - Miranda drafted a generalized letter to request donations.
  - Plains Midstream has donated \$3400 to send all our students to Metis Crossing on June 20, 2025.
  - Friends of Bruderheim needs a vision. New playgrounds currently cost \$315,000. Andy brought in a quote.
  - Mobile BBQ for the friends of Bruderheim \$40,000
- Request to increase the rate for parent-council babysitters.
  - Miranda is making a motion to increase the fee for babysitters for parent council from \$15 per babysitter to \$20 per meeting per babysitter. Joshua is seconding this motion.
- School Fees & Division Calendars– Melanie Buckley
  - Melanie notified us that 44% of the school population pays their school and field trip fees, while 56% do not.
    - Swimming is in a \$932 deficit. We charged parents \$20 per child

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- Division Calendar
  - Bell schedule: The proposal starts at 8:20 and finishes at 3:00 p.m. The parent council agrees to this proposal.
- EIPS status report “Bruderheim most expensive to run”–Colleen Holowaychuk (see Trustee Report above)
  - A school status report is done every year. The way they figure out the average cost per student operation and maintenance and the total instructional cost is divided by total enrollment. The utilization rates of a school government say that a school should be used at 85%. Rural schools are consistently below 85%. We also have higher student needs that increase the instructional charge. 100% Bruderheim will not be closed. Andrew closed due to low enrollment. Significant building maintenance was required as well. Rumours abounded about the school closing, but this is not the case. This report is used to forecast funding needs and how to plan for other or new schools in the future. Melanie was asked to create a blurb regarding this article. Colleen will also review it before releasing it in the school newsletter.

## 12. Next Meeting Date

- March 4, 2025, @5:30pm

## 13. Adjournment

- Meeting Adjourned at 8:01 pm