

Glen Allan School Council (GASC) Meeting & AGM
Thursday, May 22, 2025
Meeting Minutes

Meeting called to order at 6:36 p.m.

1. Welcome and land acknowledgement – *Chair, Erin Hamilton*
 - a. In attendance: Erin Hamilton, Caitlin Burkholder, Crystal Brownlee, Lana Lastiwka, Erin Barrett, Stacey Robinson, Trina Boymook, Rosa Bull, Jenn Campbell
 - b. Absent: Grant Glowinski
2. Approval of April 10, 2025 meeting minutes – *Council executive (Motion required from two members)*
 - a. Motion by Erin Barrett; seconded by Jenn Campbell
3. School council executive updates
 - a. Chair update – *Erin Hamilton*
 - i. *2025-26 GASC executive elections (Chair, Vice Chair, Secretary)*
 - Erin Hamilton read the nominations - Asked three times per position if there are any other nominations from the floor
 - a. Chair - Erin Hamilton - no other nominations – Elected
 - b. Vice Chair - Erin Barrett - no other nominations – Elected
 - c. Secretary - Grant Glowinski - no other nominations – Elected
 - ii. *2025-26 meeting dates*
 - September 11 (Thursday), October 23 (parents teacher interview night), November 27, January 8, February 12, April 9, May 21
 - New start time will be 6pm-7:30pm
 - iii. *Farewell and thank you to departing members*
 - Jenn Campbell - moving on from fundraising position and school - formal thank you for all the work done for GASC and the school. Presented with flowers.
 - Farewell and thank you to Trina Boymook - thank you for being a wealth of knowledge and support especially around bylaws input. Presented with flowers.
 - b. Programs Vice-Chair update – *Caitlin Burkholder*

Going forward Caitlin will be in the Fundraising portion of meeting

 - i. *Yearbook update*

Missing pictures from Christmas Showcase and Family Dance. Erin H. to send out a message from GASC email requesting photos from family. Lana noted that there are no photos from Remembrance Day as it was a solemn occasion, and shared that teachers have been reminded to add candid photos to the Google Drive. End of year events will include: Grade 6 grad, kinder grads, sports day, grade 5 DARE, spring sports, end of year field trips. Class photos should be on Edge website. One kinder portrait is missing, Lana said someone would be able to take it and send it. Yearbooks will be printed for distribution in September. Lana said that Grade 6 books can be delivered to the Jr High school. Caitlin to confirm payment schedule and invoices for yearbook.

ii. *Sports Day*

June 6th in the morning - Sports Day - looking for volunteers .
Partnered with Bev Facey - fitness class and sports medicine classes
volunteers will come.

We had a discussion around Freezies for Sports Day and difficulties last year with freezing them in time. Agreed that Caitlin would purchase ASAP and start freezing. The budget for these is within the \$2500 allocated for back to school BBQ. 291 students total.

iii. *Year-end staff appreciation*

Plan is for gift cards again. Discussion to continue off line.

iv. *Meet-the Teacher & playground opening*

County can't guarantee that playground will be open for August 27 (Meet the Teacher). August 27th is the date of meet the teacher 5:00 p.m. – 6:00 p.m.

We decided to plan BBQ/Playground Opening for Meet the Teacher. Plan is to have one food truck ("Dawg Gone It" is top contender) and see how it goes, possible to plan another event in coming years with more food trucks. We will ask the County for access to the back of school so that the Food Truck can be next to the playground. Discussed having food truck 5:00 p.m. – 7:00 p.m. Each student would be given a \$5 coupon after they meet their teacher (coupon could be on their desk).

Plan to announce the event at the end of June so that families have it I mind.

We could/would supply drinks (Costco water?) - \$1600 for the hot dogs, leftover for water.

c. *Insurance Update – Erin Barrett*

We discussed at this point in meeting because Insurance company was coming at 7:30

- i. Recommended by ASCA that fundraising association should have insurance:
- ii. General Liability - protects in event of an accident -i.e. fall at at event, protects someone from suing members directly
- iii. Directors and Officers liability - personally protects us and other volunteers
- iv. Also - Crime Policy - protect the association from theft or other crime
- v. Quotes provided by Cooperators, Alberta School Fundraising Association Insurance Program , and Westland Insurance. Please contact GASC for full quotes.
- vi. Nathan Ciezki from Cooperators came to the meeting to discuss insurance and present his quote. *Please see Appendix I for details.*
Some key points shared/discussed:
 - Cyber Insurance: Nathan didn't think it was necessary because we don't have a website - google workspace, hot lunch, raffle box - it would cover a privacy breach.
Cooperators to put together a quote for what this insurance could include.

- Crime: - protect the association from theft or other crime
 - Cooperators plan includes access to volunteers if needed (and available)
 - Amended definition of employee: this makes it so that all volunteers and board members are considered 'employee' - Nathan advised - always ask about the definition of employee
 - D&O - financial loss as a result of a decision made by the committee - for the board member entity and the board members - excludes bodily damage
 - To increase to \$2 million - would need to build a business case based on members history etc. Underwriter would have to approve it. \$1 million is still okay for this small of a group
 - Community Guard Program - commits to if there is a premium increase, we guarantee that we won't increase more than a max of 5% per year - if its over 5% they give you 12 months to find a new insurance plan or will work with group to change the insurance plan. In the 12 months wait time, you keep the old premium.
 - a. Accessibility - expertise in insurance for non-profits
 - b. Ongoing insurability - risk management - i.e. give advice if we are looking at big event and wants to reduce risk
 - c. Community Support - can give a hand for community in need - can ask for a donation - Tom makes a donation, agency makes a donation or corporate. They also help as volunteers - they love to help out.
 - d. Cooperators is 100% Canadian owned and operators for over 80 years - started in SK, expanded into ON, and now across Canada
 - vii. We had a discussion around 'who is first payer' – sounds like the bank pays first (if applicable), then school, then insurance.
 - viii. Next steps: Nathan/Cooperators will provide a more up to date quote mid-August, with a plan to vote on insurance at September meeting.
 - ix. Discussion after Nathan left: Should we have coverage before Meet the Teacher / BBQ / Food truck event? Generally agreed that we should have it set up before then. They will get us a quote for mid-August. Question - should we have coverage before meet the teacher? Would need an ad hoc meeting.
4. Elk Island Public Schools (EIPS) Board of Trustees report – *Trina Boymook*
- a. The Board approved an increase to student transportation fees for the 2025/26 school year. Due to changes to the Student Transportation Regulation. 2025/26 will be the final year for elementary students living between 1Km-1.59Km to be considered as eligible riders. The province is increasing the minimum to 1.6Km for elementary students while junior/senior high students remains at 2Km.

- b. The Board is set to approve a \$211M Budget at our May 29 Board meeting. This budget incorporates \$1.9M.

5. Principal/Assistant Principal's report – *Lana Lastiwka & Crystal Brownlee*

- a. Bell Schedule for 2025-26 – To accommodate for the change in instructional minutes for early dismissal Wednesdays, our starts time will be 5 minutes earlier, 8:30 a.m., and dismissal will be 4 minutes later at 3:12 p.m. Early dismissal Wednesday's end time is 2:12 p.m.
- b. Budget Info 2025/26
 - K – 2 classes
 - 1 – 2 classes
 - 2 – 1 class
 - 3 – 1 class
 - 3/4 – 1 class
 - 4 – 1 class
 - 5 – 2 classes
 - 6 – 1 class
 - Down 30 students from this year – a large group of grade 6 students moving on, and a smaller number of kindergarten students registered
 - Classroom complexity one time allocation - \$29 261
 - Classroom complexity funding - \$296 560 – used to support our inclusive classrooms - Mental Health Grant – in counsellor position - \$7894.00
- c. Survey Responses
 - i. Areas of Success: Email is the preferred way of receiving communication – BUZZ weekly; 100% of respondents agree their child is encouraged to do their best; 88% of respondents agree their child's individual needs are met; 92% of respondents agree their child is showing growth in numeracy; 94% of respondents agree that the school keeps them informed about their child's progress and achievement.
 - ii. Opportunities for Growth: 88% of respondents agree their child is showing growth in literacy; 81% of respondents agreed that their child has an understanding of First Nations, Métis and Inuit culture and history. (17% indicated they don't know, we include updates in the BUZZ, email our self-identified families a minimum of once a week). Any suggestions on how to communicate this are always welcome; 25% of respondents indicated that are dissatisfied or don't know about the resources available to support their child's learning (We will ask this question on the BUZZ, what resources?)
- d. Mental Health Capacity Building Program 3-year program beginning September 2025.
 - i. Understanding the Brain
 - Insights into the nervous system's influence on our emotions, sensations, and behaviors.
 - Strategies to engage the prefrontal cortex for better emotional regulation and cognitive functions.
 - ii. Relationships
 - Development of relationship skills, social awareness and decision-

making abilities.

- Focus on perspective taking, forming healthy relationships, teamwork, conflict resolution, empathy, values/identity and respect.

iii. Self-Awareness and Emotion

- Recognition and management of emotions, behaviors, values, strengths, and areas for growth.
- Practice self-regulation, gratitude, and mindfulness to build self-worth and resolve conflicts.

iv. Mental Health Literacy

- Understanding mental health and emotions, including recognizing different emotional states and their impact on well-being.
- Learning about the brain-body connection and developing strategies for mental health and stress management.

e. School needs: Sound system

f. A huge thank you to everyone for the ongoing support of our school and community!

6. Teacher report – *Stacey Robinson*

a. What has been happening and some of the things coming up:

- EIPS Track Meet – students did very well, showed team spirit and perseverance
- Blanket Exercise Gr 5 – very powerful, they had some great reflections
- Witness Blanket Installation at the Fort Heritage Precinct on Saturdays for the public. More information in the links below:
 - [Witness Blanket](#)
 - [Canadian Museum of Human Rights, The Witness Blanket](#)
- Mayor's Walk Gr 4- it rained, so they did the walk/run inside and then swam at Millennium – the county paid for everything, including busing, and the mayor talked with the kids about the importance of physical activity
- Forest Walks Gr 1 - students are learning from and on the land
- Strathcona Wilderness Centre Gr 6 – is tomorrow, with a variety of activities led by the centre staff
- June 6 – Sport Day in the morning - Bev Facey students helping
- June 16 – Silly Hair Day
- June 17 – 10:30 am - Grade 5 DARE Grad
- June 18 and 19 – Kindergarten Year End Celebrations
- June 19 – Zoo (Grade 1)
- June 20 – Lunch on the Land – June is National Indigenous History Month, and National Indigenous Peoples Day is June 21st. * There are community activities in the month of June: County of Strathcona - Indigenous Connections.
- June 23 – Grade 6 Grad in the afternoon, and Elk Island Park field trip for Grade 5
- June 25 – Walk to the swimming pool and play at the park, bringing their

lunch, for Grades 4 and 5

- Grade 2/3 – Elk Island Park trip in June
- Grade 3 – will have a day out in June with various activities, as Elk Island could not accommodate a complex student for the activities of Elk Island
- Tomorrow is Canada theme day for Grades 1 and 2 as they do their ABC countdown.

7. Parent feedback/suggestions – None

8. See you next school year!

Meeting adjourned at 8:34 p.m.

DRAFT

Appendix I

Proposal 1 – Cooperators Tom Cielzki Agencies

Thank you for providing **Tom Cielzki Agencies** an opportunity to present you with a Proposal for your insurance needs!

As a nonprofit you qualify for are **Community Guard Program** which is special designed for nonprofit organizations.

Please see the attached proposal and below summary for your review.

Commercial Insurance Proposal CGL

- policy owner GLEN ALLAN SCHOOL FUNDRAISING ASSOCIATION
 - operations Fund raising activities operated by charitable bodies
 - location: 106 GEORGIAN WAY, SHERWOOD PARK, Alberta, T8A 2V9
 - Commercial General Liability \$2,000,000
 - Crime \$5000
 - Blanket Accident \$2,000,000
- \$366 Yearly \$30.50 Monthly**
May 22, 2025 – May 22, 2026

D&O Directors and Officers Insurance Proposal \$1,000,000

\$500 Yearly \$41.67 Monthly
May 22, 2025 – May 22, 2026

Key benefits in Community Guard Program:

- Affordable, stable premiums. Your Business insurance rates will never increase by more than 5% each year, as long as your coverage needs are the same and you have no claims. If a larger increase is necessary, we'll let you know at least 12 months in advance so you can adjust your budget.
- Accessibility. Our advisors have been specially trained for insurance for voluntary non-profit organizations. You will have 24-hour claims emergency hotline.
- Ongoing insurability. As your partner, we offer the added value of personalized risk management advice to help ensure your organization's resiliency.
- Community support. We find ways to actively participate with organizations that serve our communities. Let us know how we can help you!

Nathan Cielzki

Insurance Advisor | Tom Cielzki Agencies

Sherwood Park [780 464-3279](tel:7804643279)

Proposal 2 - Alberta School Fundraising Association Insurance Program

<https://www.albertaschoolcouncils.ca/school-councils/fundraising-associations-insurance>

Proposal 3 – Westland Insurance