Mount Edward Elementary School
School Advisory Council
Meeting Minutes
Monday, September 28, 2026

Attendance:

Present: Lori Bartkiw (Principal),), Cindy Coffin Were (VP), Scott Pasko (Parent), , Kendra Bourgeois (community member), Diane Lloyd (teacher), Andrew Ardley (teacher), Janet Wilson (Chair)
Regrets: Carolyn Doyle (parent), Rebecca Fahey (community member)

Minutes of June 2026 approval:

- Moved to approve by: Janet wilson
- Second by: Kendra Bourgeois
- Approved

Principal Report:

- Bylaws were shared and reviewed
  - Currently 6 voting members
- Staffing:
  - New classroom - Alison Tweel
  - 10% increase in prep and marking to accommodate the new classroom. Michelle Bates went from 10% to 20% (Tuesday and Wednesday morning)
  - 30% EPA allocation increase, MJ Barrie went from a 50% to an 80%
  - CYCP (Child Youth Care Practitioner) being posted this week or next
  - No ELST (Elementary Literacy Support Teacher) until further notice. Our staff member is on leave. We have been requesting the Literacy Consultant to support the coaching piece of the ELST. We have 3 new to classroom teachers.

- Enrollment and class sizes
  - P - 19
  - Grade 1 - 19
  - Grade 2 - 16
  - Grade 2/3 - 16
  - Grade 3 - 17
  - Grade 4 - 22
  - Grade 5/6 - 24
  - Grade 5/6 - 24
  - With 4 new registrations we will be at 175

- Start Up
  - Curriculum night - there was a very good turnout of families
  - Lunch program - 3rd year and the meals are improving all the time. We have the same provider. Upward Kitchen has been very good with us. There is still waste but we are seeing improvements.
  - Breakfast program - we inherited and we would offer snacks at 10:45am. Last year there was one parent who went to our supervisor about the timing of the program. The supervisor gave the green light to continue. This year a parent

went to the Minister and we were told to change to offering food/breakfast program first thing in the morning. Although it has been an adjustment and we lost some leadership opportunities, we are managing the change and expect it will become our new normal.
    - All drills done for September
    - We will have picture day on October 7th - Pegasus
    - Field trips Milk Sport Fair (grades 3 and 4) on October 8th, LC Swim will go ahead again
    - AI - TILT (Technology Integration Lead Time) was cut in the spring but there is now a person who is focused on AI. Andrew Ardley has agreed to be our AI representative.
    - Excel is full with a waitlist and they will be hiring because there are people who are leaving
    - Cross Country - Ms. Sampson is doing this again at lunch and students will attend the event.
    - Home and School has met and they are in need volunteers and Halloween Howl will be October 22/26
    - Grade 6 assessment will be all online

- Funds
    - Review current total $2,933.14
        - We have not been informed that we will not be getting $5000 again this year.
    - Permission to buy magnetic letters and cookie sheets for literacy (approx $160 per class times 3 classrooms), Word Origins for the uppers word work ($400), top up math and literacy ($500)
        - Moved to approve by Janet Wilson
        - Second by Kendra Bourgeois
        - Approved
    - Supplies for classroom
- Janet Wilson - Angela Riley -
    - Hands on learning about waste in the ocean
    - Janet to send a link to Lori to share with teachers to see their interests

New Business:

- Diane Lloyd is enrolled in the ASAP (leadership program). She will be mentored by Lori and Cindy and will cover in the office whenever possible.

Proposed next meeting date: November 17, 2026
Meeting adjourned by: Janet Wilson
Seconded by: Scott Pasko
Adjourned.