



**BOARD OF TRUSTEES
ELK ISLAND PUBLIC SCHOOLS**

REGULAR
SESSION

THURSDAY, JANUARY 23, 2020

Board Room
Central Services
Administration Building

AGENDA

Mission Statement - To provide high quality student-centered education that builds strong, healthy communities.

- 9:00 am 1. **CALL TO ORDER** T. Boymook
2. **COMMITTEE OF THE WHOLE**
- 10:00 am 3. **AMENDMENTS TO AGENDA / ADOPTION OF AGENDA**
4. **APPROVAL OF MINUTES**
4.1 Board Meeting – Dec. 19, 2019 (encl.)
5. **CHAIR REPORT** T. Boymook
5.1 Bereavement (verbal)
6. **SUPERINTENDENT REPORT** M. Liguori
(verbal)
7. **COMMENTS FROM THE PUBLIC AND STAFF
GROUP REPRESENTATIVES**
- ASSOCIATION/LOCAL REPORTS**
8. **ASBA ZONE 2/3 REPORT** C. Holowaychuk
Jan. 17, 2020 (verbal)
9. **ATA LOCAL REPORT** D. Zielke
(verbal)
- BUSINESS ARISING FROM PREVIOUS MEETING**
- NEW BUSINESS**
10. **BUSINESS ARISING FROM IN CAMERA**
11. **ALBERTA SCHOOL COUNCILS ASSOCIATION (ASCA) 2020
CONFERENCE AND ANNUAL GENERAL MEETING (AGM)
SPONSORSHIP** T. Boymook
(encl.)

- | | | |
|-----|--|--------------------------------|
| 12. | BOARD POLICY 23, SCHOOL FEES | A. Hubick
(encl.) |
| 13. | BOARD POLICY 18, ALTERNATIVE PROGRAMS | A. Hubick
(encl.) |
| 14. | STUDENT TRANSPORTATION FEE STRUCTURE | M. Liguori/L. Weder
(encl.) |
| 15. | 2020-21 SCHOOL FEES PARAMETERS | M. Liguori/C. Cole
(encl.) |
| 16. | AUDITOR APPOINTMENT | M. Liguori/C. Cole
(encl.) |

COMMITTEE REPORTS

- | | | |
|-----|--|-------------------------|
| 17. | STUDENT EXPULSION COMMITTEE
Meeting held Jan. 13, 2020 | H. Stadnick
(verbal) |
| 18. | POLICY COMMITTEE
Meeting held Jan. 14, 2020 | A. Hubick
(verbal) |

REPORTS FOR INFORMATION

- | | | |
|-----|--|---------------------------------|
| 19. | SCHOOL STATUS REPORT 2018-19 | M. Liguori/B. Dragon
(encl.) |
| 20. | 2019-20 SCHOOL FEES INTERIM REPORT | M. Liguori/C. Cole
(encl.) |
| 21. | TRUSTEES' REPORTS/NOTICES OF MOTIONS / REQUESTS FOR INFORMATION | (verbal) |

ADJOURNMENT

RECOMMENDATIONS TO JAN. 23, 2020 BOARD OF TRUSTEES

2. That the Board meet In Camera.
That the Board revert to Regular Session.
3. That the Agenda be adopted as amended or as circulated.
- 4.1 That the Board of Trustees approve the Minutes of Dec. 19, 2019 Board Meeting as amended or as circulated.
- 5.1 That the Board of Trustees receive the Chair report for information.
6. *Superintendent Report*
7. *Comments from the Public and Staff Group Representatives*
8. That the Board of Trustees receive the report from the representative of the ASBA Zone 2/3 for information.
9. That the Board of Trustees receive the report from the representative of the ATA Local #28 for information.
10. Business Arising from In Camera.
11. That the Board of Trustees approve the sponsorship of one school council member per school, to a maximum of 12 to attend the Alberta School Councils Conference & Annual General Meeting, April 24 – 26, 2020, and that the deadline for submission align with the ASCA Conference registration timeframe.
12. That the Board of Trustees approve the amendments to Board Policy 23: School, as presented.
13. That the Board of Trustees approve the amendments to Board Policy 18: Alternative Programs, as presented.
14. That the Board of Trustees approve the Student Transportation fee structure effective the 2020-21 school year.

15. That the Board of Trustees approve the parameters for establishing 2020-21 school fees, as presented.
16. That the Board of Trustees approve the appointment of MNP LLP as auditors for the three-year term ending with the Aug. 31, 2022 year-end.
17. That the Board of Trustees receive for information the report from the Student Expulsion Committee meeting held Jan. 13, 2020.
18. That the Board of Trustees receive for information the report from the Policy Committee meeting held Jan. 14, 2020.
19. That the Board of Trustees receive for information the School Status Report for 2018-19.
20. That the Board of Trustees receive for information a summary of fee changes for the 2019-20 school year, for the period Sept. 1, 2019 to Dec. 31, 2019.



ELK ISLAND PUBLIC SCHOOLS

The regular meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, Dec. 19, 2019, in the Board Room, Central Services, Sherwood Park, Alberta.

The Board of Trustees Meeting convened with Board Chair Trina Boymook calling the meeting to order at 9 a.m.

Board members present:

T. Boymook	A. Hubick
R. Footz	D. Irwin
S. Gordon	J. Seutter
C. Holowaychuk	H. Wall

Board member absent:

H. Stadnick

Administration present:

S. Stoddard	Acting Superintendent
C. Cole	Secretary-Treasurer
D. Antymniuk	Division Principal
S. Schaar	Acting Associate Superintendent, Human Resources
L. McNabb	Director, Communication Services
C. Langford-Pickering	Executive Assistant/Recording Secretary
A. Desaulniers	Secretary, Education Executive

CALL TO ORDER

Meeting called to order at 9 a.m. with all trustees noted above in attendance.

COMMITTEE OF THE WHOLE

Moved by Vice-Chair Wall:

238/2019

THAT the Board meet In Camera (9 a.m.).

**CARRIED
UNANIMOUSLY**

Moved by Trustee Holowaychuk:

239/2019

THAT the Board revert to Regular Session (9:59 a.m.).

**CARRIED
UNANIMOUSLY**

The Board recessed at 9:59 a.m. and reconvened at 10:07 a.m. with all trustees noted above in attendance.

Board Chair Boymook welcomed everyone in attendance and acknowledged with respect the history, spirituality, and culture and languages of the First Nations people with whom Treaty 6 was signed, the territory wherein EIPS resides. We acknowledge our responsibility as Treaty members. We also honour the heritage and gifts of the Metis people.

AGENDA The Board Chair called for additions or deletions to the Agenda.

Moved by Trustee Irwin:

240/2019 THAT the Agenda be adopted, as circulated. CARRIED UNANIMOUSLY

APPROVAL OF MINUTES The Board Chair called for confirmation of the Nov. 21, 2019 Board Meeting Minutes.

Moved by Trustee Holowaychuk:

241/2019 THAT the Board of Trustees approve the Minutes of Nov. 21, 2019 Board Meeting, as circulated. CARRIED UNANIMOUSLY

The Board Chair called for confirmation of the Nov. 28, 2019 Board Meeting Minutes.

Moved by Trustee Scutter:

242/2019 THAT the Board of Trustees approve the Minutes of Nov. 28, 2019 Board Meeting, as circulated. CARRIED UNANIMOUSLY

CHAIR REPORT Board Chair Boymook presented the Chair's report.

Moved by Board Chair Boymook:

243/2019 THAT the Board of Trustees receive the Chair's report for information. CARRIED UNANIMOUSLY

SUPERINTENDENT REPORT

Superintendent Liguori presented the Superintendent's report.

Moved by Vice-Chair Wall:

244/2019 THAT the Board of Trustees receive the Superintendent's report for information. CARRIED UNANIMOUSLY

COMMENTS, PRESENTATIONS AND DELEGATIONS AT BOARD MEETINGS

Board Chair invited Secretary-Treasurer to invite the students to present to the Board.

Secretary-Treasurer Cole called upon two students from Fort Saskatchewan High School, Nathan Harkin and Karissa Goulding, and two students from Lamont High School, Nigel Kroeker and Emma March, to share their experience with the FinAL 2.0 Project. The students highlighted what they learned, the impact on their own school and life, travel experience and the meaningful relationships they built along the way. The question of focus for the project was *What makes a great school for all?*

Board Chair opened the floor for questions. The Board congratulated the students for their hard work, presentations and engagement.

ASSOCIATION/LOCAL REPORTS

ASBA Zone 2/3 Report Trustee Irwin presented to the Board the report from the ASBA Zone 2/3 meeting held on Dec. 6, 2019, at St. Anthony Centre. It was noted that the February meeting date changed to Feb. 28, 2020.

Moved by Trustee Irwin:

245/2019 THAT the Board of Trustees receive the report from the representative of the ASBA Zone 2/3 for information.

**CARRIED
UNANIMOUSLY**

ATA Local Report Board Chair Boymook welcomed ATA representative D. Zielke. Representative D. Zielke presented the Local ATA report to the Board.

Moved by Trustee Gordon:

246/2019 THAT the Board of Trustees receive the report from the representative of the ATA Local #28 for information.

**CARRIED
UNANIMOUSLY**

BUSINESS ARISING FROM PREVIOUS MEETING

On Oct. 24, 2019, a notice of motion was made by Trustee D. Irwin regarding electoral boundaries for Trustees. Motion to be presented at the December Board meeting. Trustee Irwin presented the report.

Board chair opened the floor for questions followed by Trustee Irwin's closing remarks.

Moved by Trustee Irwin:

247/2019 THAT the Board of Trustees of Elk Island Public Schools undertake a review of the existing wards and electoral subdivisions prior to Dec. 31, 2020.

In Favour: Trustee Irwin

Opposed: Trustee Footz, Trustee Seutter, Vice-Chair Wall
Trustee Hubick, Trustee Holowaychuk,
Trustee Gordon

DEFEATED

NEW BUSINESS

Business Arising
from In Camera

No business arising from In Camera.

Combined Education
Plan and Annual
Education
Results Report
2018-19

Associate Superintendent Stoddard presented to the Board the Combined Education Plan and Annual Education Results Report, and the Annual Education Results Report Overview 2018-19.

Trustee Holowaychuk left the meeting at 11:52 a.m. and returned at 11:53 a.m.

Moved by Trustee Irwin:

248/2019 THAT the Board of Trustees approve Elk Island Public Schools' Combined Education Plan and Annual Education Results Report 2018-19 and the Annual Education Results Report Overview 2018-19, as presented.

CARRIED
UNANIMOUSLY

Trustee Footz left the meeting at 11:56 a.m. and returned at 12:00 p.m.

EIPS Division
Calendar 2021-22

Division Principal Antymniuk presented to the Board an updated EIPS Division Calendar 2021-22 for approval. At the Feb. 21, 2019 Board meeting the Board of Trustees approved the draft 2021-22 school year calendar in principle, subject to Alberta Education's release of the 2022 diploma exam schedule.

Moved by Trustee Seutter:

249/2019 THAT the Board of Trustees approve the updated 2021-22 EIPS Division Calendar, as presented.

CARRIED
UNANIMOUSLY

EIPS Alternative
Christian
Calendar

Division Principal Antymniuk presented to the Board a recommendation for the incorporation of the Alternative Christian Calendar professional learning days into the EIPS Division Calendar for approval.

Moved by Trustee Holowaychuk:

250/2019

THAT the Board of Trustees approve the incorporation of the Alternative Christian Calendar professional learning days into the EIPS Division Calendar.

CARRIED
UNANIMOUSLY

Policy 15:
Program Reduction
and School
Closure

Superintendent Liguori presented to the Board amendments to Board Policy 15: Program Reduction and School Closure for approval.

Moved by Vice-Chair Wall:

251/2019

THAT the Board of Trustees approve the amendments to Board Policy 15: Program Reduction and School Closure, as presented.

CARRIED
UNANIMOUSLY

COMMITTEE REPORTS

Transportation
Committee

Trustee Gordon presented a report from the Transportation Committee meeting held on Nov. 25, 2019, for information.

Moved by Trustee Gordon:

252/2019

THAT the Board of Trustees receive for information the report from the Transportation Committee meeting held on Nov. 25, 2019.

CARRIED
UNANIMOUSLY

Teacher Board
Consultation
Committee

Trustee Irwin presented a report from the Teacher Board Consultation Committee meeting held on Nov. 27, 2019, for information.

Moved by Trustee Irwin:

253/2019

THAT the Board of Trustees receive for information the report from the Teacher Board Consultation Committee meeting held on Nov. 27, 2019, for information.

CARRIED
UNANIMOUSLY

Policy Committee Trustee Hubick presented a report from the Policy Committee meeting held on Dec. 10, 2019, for information.

Moved by Trustee Hubick:

254/2019

THAT the Board of Trustees receive for information the report from the Policy Committee meeting held on Dec. 10, 2019.

CARRIED
UNANIMOUSLY

REPORTS FOR INFORMATION

National Bullying Awareness Week Report

Associated Superintendent Stoddard presented a report on Elk Island Public Schools' Bullying Awareness activities that were scheduled the week of November 18 to 22, 2019. In accordance with section 35 of the *Education Act*, schools recognize Bullying Awareness and Prevention Week during the third week of November each year.

The annual event was to promote awareness among students, staff, parents, and community members about the importance of positive and healthy relationships in our schools and communities.

It was noted that the focus on welcoming, caring, and safe learning and working environments continues throughout the year.

Moved by Trustee Irwin:

255/2019

THAT the Board of Trustees receive for information the National Bullying Awareness Week Report.

CARRIED
UNANIMOUSLY

Unaudited Financial Report September to November 2019

Assistant Director Lewis presented to the Board the Unaudited Financial Report for the period of Sept. 1, 2019 to Nov. 30, 2019 for Elk Island Public Schools.

Vice-Chair Wall left the meeting at 12:32 p.m. and returned at 12:34 p.m.

Moved by Trustee Seutter:

256/2019

THAT the Board of Trustees receive for information the Unaudited Financial Report for the period of Sept. 1, 2019 to Nov. 30, 2019 for Elk Island Public Schools.

CARRIED
UNANIMOUSLY

TRUSTEES' REPORT/NOTICES OF MOTION/REQUEST FOR INFORMATION

Reports by Trustees were presented.

The Chair declared the meeting adjourned at 12:48 p.m.

Board Chair

Superintendent



RECOMMENDATION REPORT

DATE: Jan. 23, 2020

TO: Board of Trustees

FROM: T. Boymook, Board Chair

SUBJECT: 2020 Alberta School Councils Association Conference & AGM Registration Sponsorship

ORIGINATOR: Board of Trustees

RESOURCE STAFF: T. Boymook, Board Chair
C. Langford-Pickering, Executive Assistant

REFERENCE: Board Policy 2: Role of the Board

EIPS PRIORITY: Enhance public education through effective engagement, partnerships, and Communications

EIPS GOAL: Partners as Partners

EIPS OUTCOME: Student learning is supported and enhanced through parent engagement.

RECOMMENDATION:

That the Board of Trustees approve the sponsorship of one school council member per school, to a maximum of 12 to attend the Alberta School Councils Conference & Annual General Meeting, April 24 - 26, 2020, and that the deadline for submission align with the ASCA Conference registration time frame.

BACKGROUND:

The Board's Annual Work Plan requires that the Board review and approve sponsorship of one school council member, per school, to attend the Alberta School Councils' Association (ASCA) annual conference and Annual General Meeting. The 2020 event will consider "School Council: Leading with Purpose", promoting the work of school council in the school community to benefit student success. Attendance of school council members at the conference continues to be proven valuable and has increased School Council effectiveness.

Online registration opens at noon on Feb. 1, 2020. The annual conference will take place at the Delta Marriott Edmonton South Conference Centre.

COMMUNICATION PLAN:

Information will be shared with COSC members at the Feb. 5, 2020 meeting to bring forward to their school council members.

ATTACHMENT(S):

1. ASCA and AGM Conference Brochure 2020



RECOMMENDATION REPORT

2. ASCA and AGM Conference 2020 Registration Fees

:clp

SCHOOL COUNCILS CONFERENCE

Annual General Meeting

24.25.26
**APRIL
2020**

Delta Marriott
Edmonton South



The three-day event is Friday, Saturday and Sunday with options to purchase a ticket pass or individual event tickets.

In addition, *pre-session workshops* are offered on Friday afternoon starting at 2:30 pm.

The *Resource Gallery* opens on Friday at 4:00 pm until 7:00 pm with over 30 exhibits displaying products, services and resources relevant to public education.

Providing development sessions, information sharing and resources for the school community, the event offers opportunity to engage in provincial Education and network with school council members from across Alberta.

The 2020 event will consider “**School Council: Leading with Purpose**”, promoting the work of school council in the school community to benefit student success.

A “*Winners Circle*” features a variety of prizes available to be won by delegates visiting the *Resource Gallery* exhibits.

Saturday sessions, keynote address, and an evening banquet are presented prior to the Sunday business meeting and election of the ASCA Board of Directors.

Visit www.albertaschoolcouncils.ca for information and online registration.

Delta Marriott Edmonton South Conference Centre

4404 Gateway Boulevard NW Edmonton AB T6H 5C2

Conference room rate is \$150 + tax (or \$165 deluxe) for single/double occupancy.

Reserve before **March 26, 2020**. *Rate availability cannot be guaranteed after March 26, 2020.*

Contact the hotel directly for reservations in the **Alberta School Councils** group booking.

Phone 780.431.4647 or toll free 1.800.661.1122 Email: Tiina.randorg@deltahotels.com.

[Hotel website](#)

[ONLINE Booking LINK to the group rate for Alberta School Councils \(ASCA\) Conference 2020](#)

**SCHOOL COUNCILS
CONFERENCE**

Annual General Meeting

24.25.26
**APRIL
2020**

Delta Marriott
Edmonton South



Alberta School Councils Conference & Annual General Meeting (AGM)

Friday April 24 • Saturday April 25 • Sunday April 26

2020 REGISTRATION FEES

Registration deadline is 12 noon on Monday, April 20, 2020.

Ticket	Description / Includes	ASCA Member Rate	Non-Member Rate
<p>Conference Event *</p> <p>Friday April 24 4:00 pm - 9:00 pm</p> <p>and</p> <p>Saturday April 25 7:00 am - 9:00 pm</p>	<p>Friday Resource Gallery, Reception, Social.</p> <p>Saturday breakfast, lunch, plenary, breakout sessions, Resource Gallery.</p> <p>Saturday evening Banquet dinner, entertainment.</p> <p>*(Excludes Pre-sessions Fri)</p>	\$395	\$495
<p>Annual General Meeting (AGM) Event</p> <p>Sunday April 26 8:00 am – 3:00 pm</p> <p><i>Each ASCA Member School Council carries ONE vote at the AGM. There is no limit on how many parents from a Member School Council can attend. * There is no charge for the (1) designated (Credentialed) voting parent delegate.</i></p>	<p>Sunday breakfast, lunch, business meeting.</p>	<p>\$70 ASCA school council members</p> <p>\$0 for 1 parent voting delegate*</p> <p>\$70 District member sponsored Reps</p>	\$100
<p>Individual Tickets:</p>	<p><i>Covers specific events only</i></p>		
<p>Friday Pre-sessions</p> <p>2:30 pm – 4:00 pm</p>	<p>(*NOT included in Conference Event Ticket)</p>	\$55	\$65
<p>Friday Evening Social</p> <p>4:00 pm – 9:00 pm</p>	<p>Resource Gallery, Reception, Welcome Social.</p>	\$90	\$95
<p>Saturday Daytime</p> <p>7:00 am – 4:30 pm</p>	<p>Breakfast, lunch, plenary, breakout sessions, Resource Gallery.</p>	\$295	\$395
<p>Saturday Evening Banquet</p> <p>6:00 pm – 9:00 pm</p>	<p>Gourmet dinner, awards, entertainment.</p>	\$65	\$70
<p>Hotel Room</p> <p>Delta Marriott Edmonton South</p>	<p>Single or double occupancy (or \$165 deluxe + tax)</p>	\$150 + tax	

Book and pay the Hotel directly before March 26, 2020

Online registration opens at noon on January 23, 2020.

Please Note – Refunds are subject to a 5% service charge fee. NO refunds issued after April 20, 2020. Delegate substitution is accepted after April 20th with a \$25 administration charge.



RECOMMENDATION REPORT

DATE: Jan. 23, 2020

TO: Board of Trustees

FROM: Policy Committee

SUBJECT: Board Policy 23: School Fees

ORIGINATOR: Annette Hubick, Chair, Policy Committee

RESOURCE STAFF: Mark Liguori, Superintendent

REFERENCE: Board Policy 10: Policy Making

EIPS PRIORITY: Enhance high-quality learning and working environments.

EIPS GOAL: Quality infrastructure for all.

EIPS OUTCOME: Student learning is supported through the use of effective planning, managing and investment in Division infrastructure.

RECOMMENDATION:

That the Board of Trustees approve the amendments to Board Policy 23: School Fees, as presented.

BACKGROUND:

The Board is responsible for developing, approving and monitoring the implementation of policies to guide the Division, and to provide direction in those areas over which the Board wishes to retain authority.

The Policy Committee receives information from trustees/administration/stakeholders and discusses/develops policy positions as directed by the Board.

The Policy Committee reviews Board policies annually as per Board Policy 10: Policy Making and provides recommendations to the Board on required additions, amendments, and deletions.

The Policy Committee met on Dec. 10, 2019 and is recommending amendments to Board Policy 23: School Fees (Attachment 1) as follows:

- a) Section 1.1.5 to state Board approval of school fees on an annual basis, and that the Superintendent and Secretary-Treasurer will approve fees as they arise throughout the year.
- b) Section 1.1.9 to specify course and extra-curricular activities in the provision of fees prior to registration.



RECOMMENDATION REPORT

COMMUNICATION PLAN:

The Board Policies and Administrative Procedures will be updated on the website, and stakeholders will be advised.

ATTACHMENT(S):

1. Board Policy 23: School Fees (marked)
2. Board Policy 23: School Fees (unmarked)

Policy 23

SCHOOL FEES

The Board may charge fees to provide quality programs, enhance learning experiences, and/or provide goods or services for students.

Definitions:

1. **Alberta Non-Resident Tuition and International Student Tuition**
Is a fee charged when a student is an Alberta non-resident or International resident as no provincial funding is received.
2. **Instructional Fees**
Fees charged for instructional supplies and materials that enhance existing curricula for core courses.
3. **School Fees**
Fees include other fees and optional course fees.
 - 3.1. **Optional course fees**
Fees charged to cover a portion of the resources and materials provided in each specific non-core course (e.g., band, fine arts, advanced placement, second languages, knowledge and employability, career and technology studies, etc.).
 - 3.2. **Other fees**
Fees charged by schools, including activity (field trip) fees, consumable fees, graduation, lunch hour supervision, student unions, athletics teams, clubs, fine arts groups, etc.

Procedures:

1. **Expectations**
 - 1.1. Instructional Fees shall not be charged to Alberta resident students.
 - 1.2. The Board shall charge a tuition to Alberta non-resident and international students.
 - 1.3. School fees shall be set after consultation with parents.
 - 1.4. School fees shall be set at cost recovery and only be used for the purpose collected.
 - 1.5. On an annual basis, the Board shall ~~The Superintendent or designate shall~~ approve fees set by the schools. Fees that arise throughout the year shall be approved by the Superintendent and Secretary-Treasurer.
 - 1.6. Fee payment options shall be made available for school fees.
 - 1.7. A fee waiver and refund process shall be in place for school fees.
 - 1.8. Non-payment of fees shall not hinder a student from achieving core learning outcomes.
 - 1.9. Prior to registration for a course or an extra-curricular activity, schools shall provide students and parents/guardians with a list of approximate school fees.

Reference:

Section 13, 18, 19, 21, 53, 57, 59 *Education Act*
School Fees Regulation 95/2019

Last reviewed:

Last updated:

June 15, 2017

May 15, 2018

May 28, 2018

Dec. 18, 2018

Jan. 24, 2019

| [Dec. 10, 2019](#)

Policy 23

SCHOOL FEES

The Board may charge fees to provide quality programs, enhance learning experiences, and/or provide goods or services for students.

Definitions:

1. **Alberta Non-Resident Tuition and International Student Tuition**

Is a fee charged when a student is an Alberta non-resident or International resident as no provincial funding is received.

2. **Instructional Fees**

Fees charged for instructional supplies and materials that enhance existing curricula for core courses.

3. **School Fees**

Fees include other fees and optional course fees.

3.1. **Optional course fees**

Fees charged to cover a portion of the resources and materials provided in each specific non-core course (e.g., band, fine arts, advanced placement, second languages, knowledge and employability, career and technology studies, etc.).

3.2. **Other fees**

Fees charged by schools, including activity (field trip) fees, consumable fees, graduation, lunch hour supervision, student unions, athletics teams, clubs, fine arts groups, etc.

Procedures:

1. **Expectations**

1.1. Instructional Fees shall not be charged to Alberta resident students.

1.2. The Board shall charge a tuition to Alberta non-resident and international students.

1.3. School fees shall be set after consultation with parents.

1.4. School fees shall be set at cost recovery and only be used for the purpose collected.

1.5. On an annual basis, the Board shall approve fees set by the schools. Fees that arise throughout the year shall be approved by the Superintendent and Secretary-Treasurer.

1.6. Fee payment options shall be made available for school fees.

1.7. A fee waiver and refund process shall be in place for school fees.

1.8. Non-payment of fees shall not hinder a student from achieving core learning outcomes.

1.9. Prior to registration for a course or an extra-curricular activity, schools shall provide students and parents/guardians with a list of approximate school fees.

Reference:

Section 13, 18, 19, 21, 53, 57, 59 *Education Act*
School Fees Regulation 95/2019

Last reviewed:	Last updated:
	June 15, 2017
May 15, 2018	May 28, 2018
Dec. 18, 2018	Jan. 24, 2019
Dec. 10, 2019	



RECOMMENDATION REPORT

DATE: Jan. 23, 2020

TO: Board of Trustees

FROM: Policy Committee

SUBJECT: Board Policy 18: Alternative Programs

ORIGINATOR: Annette Hubick, Chair, Policy Committee

RESOURCE STAFF: Mark Liguori, Superintendent

REFERENCE: Board Policy 10: Policy Making

EIPS PRIORITY: Enhance high-quality learning and working environments.

EIPS GOAL: Quality infrastructure for all.

EIPS OUTCOME: Student learning is supported through the use of effective planning, managing and investment in Division infrastructure.

RECOMMENDATION:

That the Board of Trustees approve the amendments to Board Policy 18: Alternative Programs, as presented.

BACKGROUND:

The Board is responsible for developing, approving and monitoring the implementation of policies to guide the Division, and to provide direction in those areas over which the Board wishes to retain authority.

The Policy Committee receives information from trustees/administration/stakeholders and discusses/develops policy positions as directed by the Board.

The Policy Committee reviews Board policies annually as per Board Policy 10: Policy Making and provides recommendations to the Board on required additions, amendments, and deletions.

The Policy Committee met on Dec. 10, 2019 and is recommending an amendment to Board Policy 18: Alternative Programs that identifies the bilingual program as "Ukrainian Bilingual".

Alternative programs in the Division currently consist of French Immersion, Ukrainian Bilingual, Alternative Christian, Logos Christian, International Baccalaureate, and Outreach.



RECOMMENDATION REPORT

COMMUNICATION PLAN:

The Board Policies and Administrative Procedures will be updated on the website, and stakeholders will be advised.

ATTACHMENT(S):

1. Board Policy 18: Alternative Programs (marked)
2. Board Policy 18: Alternative Programs (unmarked)

Policy 18

ALTERNATIVE PROGRAMS

The Board supports the provision of alternative programs within the Division as an educational choice for students and parents.

Alternative Program

means an educational program that emphasizes a particular language, culture, religion or subject matter, or uses a particular teaching philosophy; but that is not a special education program.

Alternative programs in the Division currently consist of French Immersion, [Ukrainian Bilingual](#), Alternative Christian, Logos Christian, International Baccalaureate, and Outreach.

Specifically

1. Alternative programs shall:
 - 1.1. emphasize a particular language, culture, religion or subject matter, or use a particular teaching philosophy which is distinctly different from that emphasized in the regular program;
 - 1.2. be established only with Board approval of a detailed program proposal;
 - 1.3. be closed only with Board approval;
 - 1.4. receive a Division budget allocation upon approval by the Board; and
 - 1.5. be allowed to charge a non-instructional fee.
2. The Principal, alternative program society, or other proponents shall submit to the Superintendent, or designate, a proposal to establish an alternative program according to the guidelines provided in an administrative procedure.
3. Where an alternative program is offered as an alternative school:
 - 3.1. the alternative school shall not qualify for the small school allocation; and
 - 3.2. the alternative school shall receive all other budget allocations and services available to other schools.
4. Criteria for approval and continued support of an alternative program include:
 - 4.1. all Division policies and procedures apply unless specifically exempted by the Board;
 - 4.2. there is a supportable education approach and there are numbers of students sufficient to warrant the program;
 - 4.3. the program is financially viable within the operational budget submitted as part of the program proposal;
 - 4.4. the program does not interfere with any student's access to a regular program of instruction;
 - 4.5. the program follows the Program of Studies for Alberta;
 - 4.6. the program is integrated as part of the Division within existing schools wherever feasible;
 - 4.7. transportation to alternative programs shall be granted according to [Board Policy 17: Student Transportation Services](#) or as per an agreement in the program proposal; and
 - 4.8. staff shall be employed by, evaluated by, and responsible to the Division, according to Division procedures.

5. The Board receives program evaluations on all Division alternative programs.
 - 5.1. Individual alternative programs shall be reviewed by administration every five years.
6. The Board shall decide whether the alternative program will be terminated.

Reference:

Sections 7, 11, 17, 19, 55 *Education Act*
Alberta Education (2010) *Alternative Programs Handbook*

Last reviewed:

May 18, 2012

Nov. 30, 2015

Jan. 7, 2016

Dec. 12, 2016

Feb. 12, 2018

Jan. 29, 2019

Dec. 19, 2019

Jan. 14, 2020

Last updated:

Jan. 21, 2016

March 14, 2019

Dec. 19, 2019

Policy 18

ALTERNATIVE PROGRAMS

The Board supports the provision of alternative programs within the Division as an educational choice for students and parents.

Alternative Program

means an educational program that emphasizes a particular language, culture, religion or subject matter, or uses a particular teaching philosophy; but that is not a special education program.

Alternative programs in the Division currently consist of French Immersion, Ukrainian Bilingual, Alternative Christian, Logos Christian, International Baccalaureate, and Outreach.

Specifically

1. Alternative programs shall:
 - 1.1. emphasize a particular language, culture, religion or subject matter, or use a particular teaching philosophy which is distinctly different from that emphasized in the regular program;
 - 1.2. be established only with Board approval of a detailed program proposal;
 - 1.3. be closed only with Board approval;
 - 1.4. receive a Division budget allocation upon approval by the Board; and
 - 1.5. be allowed to charge a non-instructional fee.
2. The Principal, alternative program society, or other proponents shall submit to the Superintendent, or designate, a proposal to establish an alternative program according to the guidelines provided in an administrative procedure.
3. Where an alternative program is offered as an alternative school:
 - 3.1. the alternative school shall not qualify for the small school allocation; and
 - 3.2. the alternative school shall receive all other budget allocations and services available to other schools.
4. Criteria for approval and continued support of an alternative program include:
 - 4.1. all Division policies and procedures apply unless specifically exempted by the Board;
 - 4.2. there is a supportable education approach and there are numbers of students sufficient to warrant the program;
 - 4.3. the program is financially viable within the operational budget submitted as part of the program proposal;
 - 4.4. the program does not interfere with any student's access to a regular program of instruction;
 - 4.5. the program follows the Program of Studies for Alberta;
 - 4.6. the program is integrated as part of the Division within existing schools wherever feasible;
 - 4.7. transportation to alternative programs shall be granted according to [Board Policy 17: Student Transportation Services](#) or as per an agreement in the program proposal; and
 - 4.8. staff shall be employed by, evaluated by, and responsible to the Division, according to Division procedures.

5. The Board receives program evaluations on all Division alternative programs.
 - 5.1. Individual alternative programs shall be reviewed by administration every five years.
6. The Board shall decide whether the alternative program will be terminated.

Reference:

Sections 7, 11, 17, 19, 55 *Education Act*
Alberta Education (2010) *Alternative Programs Handbook*

Last reviewed:	Last updated:
May 18, 2012	
Nov. 30, 2015	
Jan. 7, 2016	Jan. 21, 2016
Dec. 12, 2016	
Feb. 12, 2018	
Jan. 29, 2019	March 14, 2019
Dec. 19, 2019	Dec. 19, 2019
Jan. 14, 2020	



RECOMMENDATION REPORT

DATE: Jan. 23, 2020

TO: Board of Trustees

FROM: Mark Liguori, Superintendent

SUBJECT: 2020-21 Student Transportation Fee Structure

ORIGINATOR: Lisa Weder, Director, Student Transportation

RESOURCE STAFF: Gurveer Chohan, Business Manager
Dave Antymniuk, Division Principal

REFERENCE: Policy 2: Role of the Board, Section 8.11
Policy 17: Student Transportation Services
Funding Manual for School Authorities, Section 8.1
Administrative Procedure 505: School and Administrative Fees
School Transportation Regulation AR 96/2019

EIPS PRIORITY: Enhance high quality learning and working environments.

EIPS GOAL: Quality infrastructure for all.

EIPS OUTCOME: Student learning is supported through the use of effective planning, managing, and investment in division infrastructure.

RECOMMENDATION:

That the Board of Trustees approve the Student Transportation fee structure effective the 2020-21 school year.

BACKGROUND:

Policy 2: Role of the Board, Section 8.11 Fiscal Accountability establishes that the Board of Trustees will approve various administrative fees annually, including the transportation fees.

Alberta Education provides transportation funding based on the following criteria:

- Students attending their designated school and residing greater than 2.39 km to the school; and
- Students attending a non-designated school and residing greater than 2.39 km to both their designated school and the school they are attending.

Elk Island Public Schools (EIPS) provides enhanced transportation service that exceeds the transportation mandate as outlined by Alberta Education for a fee.

- Students who do not qualify for funding as per above criteria;
- Students who attend a non-designated school; or
- Students who access an additional bus to an alternate address.

Charging fees assists in recovering a portion of the incremental cost of providing these additional services.

Changes to the *Alberta Education School Transportation Regulation AR 96/2019* in September 2019 provides school boards the ability to charge eligible funded students for transportation services. AR 96/2019, Section 7 references the guidelines that must be adhered to when charging fees. The Regulation references and categorizes eligible and ineligible funded students into two groups:

- For eligible funded students' fees charged must not exceed the average difference per student between the estimated cost to the Board of transporting those students and the funding received by the Board; and
- For students who are ineligible for funding the fees charged must not exceed the average difference per student between the estimated cost to the Board.

Further, any surplus from transportation fees charged with respect to the above must be used to subsidize the cost of transportation of students in the two school years following the school year in which the surplus was collected.

The current fee structure in alignment with Board Policy 17: Student Transportation Services, defines eligible students as those students that we receive transportation funding for and attend their designated school. This group of students are currently not charged a fee for service. Ineligible students are defined as those students who we do not receive transportation funding for or students who attend a school of choice. This group of students are assessed a fee for service. Eligibility is further extended to those students that do not meet funding eligibility but are defined as hazard students and are therefore not assessed a fee.

A review and analysis of the current fee structure was conducted which took into consideration the following cost implications; legislation of the MELT (Mandatory Entry Level Training) for bus operators, addition of federal carbon tax on diesel fuel, funding implications of new school sites, and increased insurance costs. In order to sustain the current service levels provided and avoid a reduction in buses that affect ride time and capacities Student Transportation is proposing a change to the current fee structure. The proposed fee structure is built under the assumption of the current year's budget in adherence with AR 96/2019, Section 7. The Regulation allows us to charge the difference between the cost of transportation service and the funding received from Alberta Education. Based on the 2019-20 budget the allowable difference is 16% or \$1,532,336 that we could offset in fee collection in order to cover the cost of busing for the 2019-20 school year.

The proposed changes to fee structure would present as follows:

- 1) A two-tiered fee structure where all students eligible and ineligible (Policy 17) accessing transportation service will be assessed a fee;
- 2) Removal of the family rate;
- 3) Removal of the allowance for students who would have to cross a or walk along a Hazardous zone as defined in Policy 17; and
- 4) Supplemental fee for students accessing a second bus will apply.



RECOMMENDATION REPORT

The implications of the new fee structure will allow EIPS Student Transportation to continue to deliver the current service levels while maintaining safe and efficient transportation. Further it will address new and increased costs affecting the Student Transportation budget and ensure equitable fees are applied for all students.

- Under the proposed fee structure 5,083 eligible students, currently not paying a fee will be assessed a fee of approximately one-quarter of the current Payride fee;
- Under the current fee structure 239 Hazard students who are ineligible for funding, but are not assessed a fee, will now be assessed a fee of approximately two-thirds of the current Payride fee;
- Under the current fee structure 1,500 students who are assessed a Payride fee or a School of Choice fee will be assessed a fee of approximately two-thirds of the current fee;
- Under the current fee structure 141 students who are assessed a Choice and Payride fee under the proposed fee structure will be assessed a fee of approximately one-third of the current fee; and
- Although the proposed fee structure does not allow for a family rate, 21 families of four or more students would see an increase of approximately one-third over the current fee structure.

COMMUNICATION PLAN:

Once the fee structure is approved for 2020-21, Policy 17: Student Transportation Services must be updated to reflect the changes to the fee structure. Once funding has been announced, the Board of Trustees will approve the 2020-21 Transportation Fee Schedule and EIPS websites will be updated and communicated to the Leadership Group, school councils and the appropriate community and parent groups.

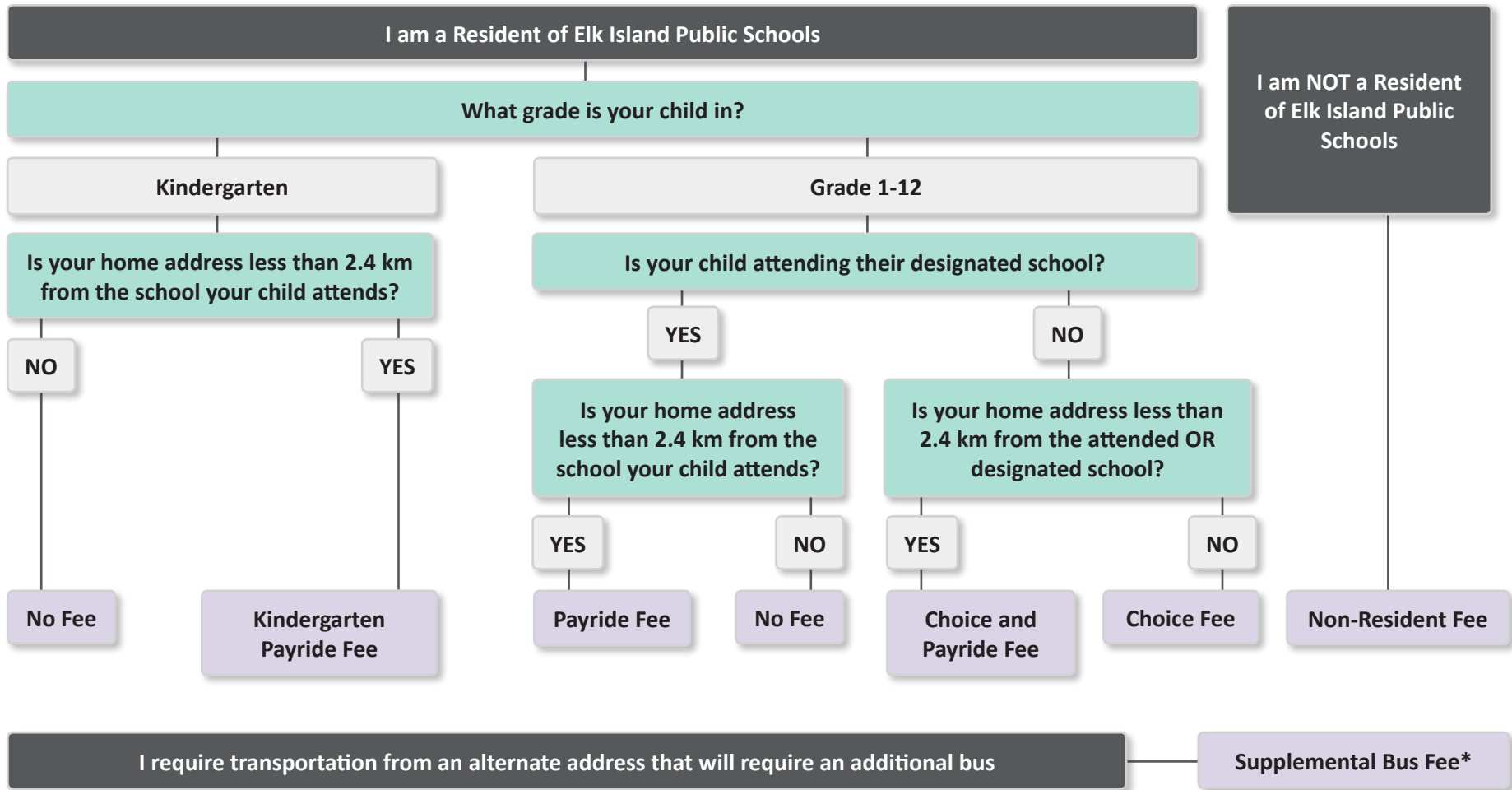
Attachment(s):

1. 2019-20 Transportation Fee Schedule
2. Student Transportation Fee Flow Chart
3. *School Transportation Regulation – AR 96/2019*
4. Policy 17: Student Transportation Services

ML:lmw

ELK ISLAND PUBLIC SCHOOLS
TRANSPORTATION FEE SCHEDULE

DESCRIPTION	2019-20
Payride	\$414.50
Students who attend their designated school and reside less than 2.4 km from their designated school.	
Choice	\$462.00
Students who attend a non-designated school and reside greater than 2.39 km from both their designated and non-designated school.	
Choice Payride	\$876.50
Students who attend a non-designated school and reside less than 2.4 km from either their designated or non-designated school.	
Kindergarten Payride	\$207.25
Busing for Kindergarten Students who reside less than 2.4 km away from their attended school.	
Non Resident	\$876.50
A student (including Kindergarten) who does not reside within the boundaries of EIPS.	
Family Rate	\$945.00
Applicable to families exceeding \$945.00 in fees (*Note: Supplemental Bus fee not eligible for family rate discount).	
Supplemental Bus*	\$125.00
Per student fee to access an additional bus to/from an alternate address. (*Note: fee not eligible for family rate discount).	
Replacement Bus Pass	\$20.00
Administration Fee - Payment Plan	\$25.00
Administration Fee - Refunds	\$25.00



Family Rate

If multiple children in your family are using transportation and the fees are greater than \$945, you qualify for the family rate. Contact Student Transportation to have your fees adjusted.

*Supplemental bus fee not eligible for the family rate discount.

Calculating Home-to-School Distance

Home-to-School Distance is calculated using a combination of roadways and walkways—it may not always match the driven distance of your family car. To determine the distance from your home to the school your child is designated to or attending visit Find My Designated School or Contact Student Transportation.



Province of Alberta

EDUCATION ACT

SCHOOL TRANSPORTATION REGULATION

Alberta Regulation 96/2019

Filed on August 16, 2019, in force September 1, 2019

Extract

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(no amdt)

ALBERTA REGULATION 96/2019

Education Act

SCHOOL TRANSPORTATION REGULATION

Table of Contents

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Definitions

1 In this Regulation,

- (a) “attendance area”, with respect to a school, means an attendance area established by the board for the school;
- (b) “transportation service area” means the area surrounding a school in which a board establishes school bus routes on which students may be transported to and from the school.

Transportation criteria

2 For the purpose of section 59(1)(c) of the Act, the student must reside at a distance of at least 2.4 kilometres from the site of the school.

Distance from bus route

3 In providing for the transportation of a student under section 59(1) of the Act, the transportation must be provided on a route that is not more than 2.4 kilometres from the residence of the student.

Computing distance

4 In computing distances for the purposes of this Regulation,

- (a) the official survey made under any Act of Canada or the Legislature relating to surveys must be accepted as final and conclusive and all sections are deemed to be 1.6 kilometres square and no more,
- (b) the width of road allowances must be excluded from the computation, and
- (c) the distance of a residence from a school or from a bus route is the shortest distance measured along a travelled road or public right of way between the school site or the bus route, as the case may be, and the nearest roadway access at the boundary of the quarter section or lot on which the student's parent resides.

Specialized supports and services outside attendance area

5 If a student is entitled to access to specialized supports and services under section 11(4) of the Act but does not reside in the attendance area for any school that provides specialized supports and services that are suitable for the student, the board of which the student is a resident student must provide for the transportation of the student to and from the school that provides the specialized supports and services in which the board enrolls the student.

Student residing outside areas

6(1) If a student is enrolled in a school pursuant to section 10(2) or (4) of the Act but does not reside in the attendance area or the transportation service area for that school, the student or the parent of the student must provide for the transportation of the student

- (a) to and from the school, or
- (b) to and from a designated stop on a school bus route in the transportation service area for that school.

(2) If a student or the parent of a student chooses to provide transportation in accordance with subsection (1)(b), the board that enrolled the student in the school must provide for the transportation of the student between the school and the designated

stop nearest to the student's residence on a school bus route in the transportation service area for that school.

(3) Subsection (2) does not apply unless there is a seat available for the student on the school bus after the students referred to in section 59(1) of the Act are accommodated on that school bus.

Transportation fee amount limitations

7(1) A fee charged under section 59(3) of the Act respecting the transportation of students in accordance with section 59(1) of the Act and this Regulation must not exceed the average difference per student between

- (a) the estimated cost to the board of transporting those students, and
- (b) the funding received by the board under the *Education Grants Regulation* (AR 120/2008) in respect of the transportation of those students.

(2) A fee charged under section 59(3) of the Act respecting the transportation of students other than students referred to in subsection (1)

- (a) who are eligible for funding under the *Education Grants Regulation* (AR 120/2008) must not exceed the average difference per student between
 - (i) the estimated costs to the board of transporting those students, and
 - (ii) the funding received by the board under the *Education Grants Regulation* (AR 120/2008) in respect of the transportation of those students,and
- (b) who are not eligible for funding under the *Education Grants Regulation* (AR 120/2008) must not exceed the estimated average cost per student to the board for transporting those students.

(3) A fee referred to in this section must be established in accordance with the board policies under section 8(1).

(4) Any surplus from fees charged under subsection (1) or (2) must be used to subsidize the cost of transportation of students referred to in that subsection in the 2 school years following the school year in which the surplus was collected.

Board policies

8(1) A board must establish, maintain and implement policies respecting the transportation of students and the transportation fees it proposes to charge.

(2) The board policies must include

- (a) a requirement to demonstrate to parents the need to charge any transportation fee, including its amount,
- (b) the circumstances under which any transportation fee may be waived or refunded,
- (c) the process a parent has to follow to request that a transportation fee be waived or refunded,
- (d) a process designed to ensure that the staff of each school and the parents of students enrolled in that school are notified of the circumstances under which a transportation fee may be waived or refunded and of the procedures for requesting that a transportation fee be waived or refunded, as the case may be, and
- (e) with respect to the transportation of students and transportation fees,
 - (i) processes designed to enable the resolution of disputes and concerns between parents and the board, and
 - (ii) any other requirements directed in writing by the Minister.

Transportation fee schedule

9 A board must, prior to the commencement of each school year, establish a schedule of transportation fees, in the form, if any, required by the Minister, listing each type of transportation fee, with its amount, that may be charged in that school year.

Publication of policies and fee schedule

10 A board must, prior to the commencement of each school year, publish the policies established under section 8 and the transportation fee schedule established under section 9 on the board's website or in any other manner the board determines would provide parents and the public with notice of the policies and transportation fee schedule.

Collection and use statement

11 A board must, on request, provide to the Minister a statement, in the form, if any, required by the Minister, that demonstrates that the transportation fees collected by it have been spent for the purposes for which they were collected.

Charter schools

12 This Regulation applies to charter schools in the manner set out under the *Charter Schools Exemption and Application Regulation*.

Expiry

13 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on August 31, 2022.

Repeal

14 The *School Transportation Regulation* (AR 102/2017) is repealed.

Coming into force

15 This Regulation comes into force on September 1, 2019.

Policy 17

STUDENT TRANSPORTATION SERVICES

The Board believes that the provision of transportation services to students in Elk Island Public Schools allows for equitable access to programming and does so through safe, caring and efficient transportation services for students.

The Board may provide enhanced transportation services to those students who are ineligible for busing according to the School Transportation Regulation.

Specifically

1. Student transportation eligibility

1. Transportation shall be provided for eligible students to the school that the student has been designated or directed to attend.
2. Eligibility for transportation shall be determined on the basis of Early Childhood Services to Grade 12 students who have:
 1. parents/guardians who reside 2.4 kilometres or more from the school they have been designated to attend, or have been directed to attend by the Superintendent or designate; and/or
 2. chosen to attend programs for which transportation is funded under Alberta Education's transportation guidelines.
3. For students attending French immersion and bilingual programs, the school to which they are designated to access that program shall be used for purposes of determining eligibility.
4. Students directed to special needs programming whose parents/guardians reside 2.4 kilometres or more from the school they have been designated to attend shall be eligible for transportation. The Board may provide transportation for ineligible special needs students where deemed necessary by the Superintendent or designate.
5. Eligibility for transportation is extended to those ineligible students who would otherwise have to:
 1. cross an uncontrolled railroad track;
 2. cross a primary highway with posted speeds of 80 km/hr or higher;
 3. cross a road with posted speeds of 80 km/hr or higher without standard traffic light protection; and/or
 4. walk along a road with posted speeds of 60 km/hr or higher, without the benefit of sidewalks.
6. Temporary eligibility may be granted at the discretion of the Superintendent or designate in new subdivisions until sidewalks or permanent streets are completed.
7. The Board may choose to provide public transit passes to eligible students where yellow school bus service does not exist.

2. Enhanced student transportation services

1. Payride busing service

1. may be made available to students who are ineligible for busing under Alberta Education's transportation guidelines;
 2. is a service provided on a yellow school bus at a fee for students who reside less than 2.4 kilometres from their designated school;
 3. may be available to students whose parents/guardians reside less than 2.4 kilometres away from their designated school providing parents/guardians have paid a fee for service;
 4. shall be limited to space available on existing school buses, and shall be offered on a first come first serve basis, with preference given to students presently receiving payride service;
 5. shall be for ten (10) months, commencing the first instructional day in the school year, ending the last instructional day in June; and
 6. students previously accommodated shall continue to be accommodated unless circumstances change and they are otherwise notified.
2. Choice busing service
 1. may be made available to students who choose to attend a school/program other than their designated school/program assume responsibility for their transportation. Choice busing services may be made available at a fee to parents/guardians;
 2. is a service provided on a yellow school bus at a fee for students who reside greater than 2.4 kilometres from their designated school and school of choice; and
 3. may be made available to students providing:
 1. there is space available on the bus;
 2. there is no significant diversion from regular routing that would impact cost effectiveness or ride time; and
 3. parents/guardians have paid a fee for service.
3. Choice/payride busing service
 1. may be made available to students who are ineligible for busing under Alberta Education's transportation guidelines and who choose to attend a non-designated school;
 2. is a service provided on a yellow school bus at a fee for students who reside less than 2.4 kilometres from either the designated school or school of choice; and
 3. may be made available to students providing:
 1. there is space available on the bus;
 2. there is no significant diversion from regular routing that would impact cost effectiveness or ride time; and
 3. parents/guardians have paid a fee for service.
4. Supplemental busing service
 1. may be made available at a fee for students who are accessing an additional bus to/from an alternate address providing:
 1. there is space available on the bus;
 2. there is no significant diversion from regular routing that would impact cost effectiveness or ride time; and
 3. parents/guardians have paid a fee for service.

3. Provision of transportation services

1. Transportation services shall normally be provided by contract. The Board's representative for the purposes of administration of agreements shall be the Superintendent or designate.
2. The Superintendent or designate may make other busing agreements where it is feasible and fiscally responsible and inform the Board.

4. Transportation fees

1. Transportation fees shall not be charged to eligible students.
2. Fee payment options shall be made available for transportation fees.
3. A fee waiver process shall be in place for Payride transportation fees to the designated school.
4. Student transportation fees shall be reviewed and approved annually by the Board.

Reference:

Sections 7, 11, 52, 53, 59, 59.1, 222 *Education Act*
School Transportation Regulation 96/2019

Last reviewed:	Last updated:
March 12, 2014	March 20, 2014
March 7, 2017	June 15, 2017
Dec. 4, 2017	Jan. 25, 2018
March 19, 2018	April 19, 2018
March 19, 2019	April 18, 2019
Dec. 19, 2019	Dec. 19, 2019



RECOMMENDATION REPORT

DATE: Jan. 23, 2020
TO: Board of Trustees
FROM: Mark Liguori, Superintendent
SUBJECT: 2020-21 School Fees Parameters
ORIGINATOR: Candace Cole, Secretary-Treasurer
RESOURCE STAFF: Carmine von Tettenborn, Director, Financial Services
REFERENCE:
EIPS PRIORITY: Enhance high quality learning and working environments.
EIPS GOAL: Quality infrastructure for all.
EIPS OUTCOME: Student learning is supported through the use of effective planning, managing and investment in Division infrastructure.

RECOMMENDATION:

That the Board of Trustees approve the parameters for establishing 2020-21 school fees, as presented.

BACKGROUND:

With the new *Education Act*, restrictions on school fee increases and the requirement for Ministerial approval were removed from the School Fees Regulation. As the Board wishes to ensure students achieve a quality education but also that fees are not cost-prohibitive for parents, parameters for setting fees for the 2020-21 school year need to be determined.

The economy for Alberta has not strengthened and families are feeling the financial strains more than ever. EIPS must balance between providing a high-quality education and operating within the constraints of both our budget and the fiscal realities of our EIPS families. Following is a list of proposed parameters to guide principals in establishing 2020-21 school fees:

Fee Type	Parameter
Optional courses	Cost recovery only. Maintain or decrease from prior year. *
Noon supervision	Cost recovery only. Maintain or decrease from prior year. *
Activity fees (field trips)	Fees can be increased >5% if at cost recovery. Requires an explanation.
Extra-curricular	Fees can be increased >5% if at cost recovery. Requires an explanation.
Non-curricular travel (overnight ski or band trips)	Fees can be increased >5% if at cost recovery. Requires an explanation.
Non-curricular goods and services (Student Union)	Cost recovery only. Maintain or decrease from prior year. *

** An increase will only be considered in extra-ordinary circumstances.*

COMMUNICATION PLAN:

Following approval, principals will be notified and incorporate into their work on school fees.

ATTACHMENTS:

N/A



RECOMMENDATION REPORT

DATE: Jan. 23, 2020

TO: Board of Trustees

FROM: Mark Liguori, Superintendent

SUBJECT: Auditor Appointment

ORIGINATOR: Candace Cole, Secretary-Treasurer

RESOURCE STAFF: Leah Lewis, Director, Financial Services

REFERENCE: Board Policy 8: Board Committees

EIPS PRIORITY: Enhance high quality learning and working environments.

EIPS GOAL: Quality infrastructure for all.

EIPS OUTCOME: Student learning is supported through the use of effective planning, managing and investment in Division infrastructure.

RECOMMENDATION:

That the Board of Trustees approve the appointment of MNP LLP as auditors for the three-year term ending with the Aug. 31, 2022 year-end.

BACKGROUND:

The three-year appointment of MNP LLP expired at the Aug. 31, 2019 year-end. Pursuant to section 138 of the *Education Act*, the Board shall appoint an auditor to examine and report on the Board's annual financial statements. As per Board Policy 8: Board Committees, the Audit Committee shall recommend the appointment of the external auditor.

Administration has considered the advantages of extending the term of the current audit firm, MNP LLP, for an additional three years versus going out for tender for audit services.

- A subcommittee of audit committee members, comprised of three trustees, the Secretary-Treasurer and the Director of Financial Services, engaged in an extensive request for proposal process when MNP LLP was originally appointed. The process involved:
 - development of the request for proposal, posting, sending out invitations (eight hours of Purchasing Manager time)
 - pre-reading the four proposals submitted prior to evaluations (eight hours/subcommittee member)
 - subcommittee meeting to evaluate the four proposals (three hours/subcommittee member)



RECOMMENDATION REPORT

- subcommittee meeting to interview three contenders and finish evaluating (four hours/subcommittee member)
- reference checks by the Director of Finance (three hours) including documentation.
- Although there is the opportunity to go to market to obtain quotes for audit services, any potential savings would be quickly eroded by the additional workload described above, plus the time required of Financial Services, Purchasing and Contracts, Payroll and Information Technologies to familiarize a new audit firm with EIPS' business processes.
- The Division is currently working on the implementation of a new enterprise resource planning (ERP) system for the Spring of 2020. A change at this time would add further strain on Central Services.
- MNP LLP is a highly recognized, national accounting firm with areas of specialty including accounting and audit resources, taxation and consultation.

Administration also recognized that we need to consider the audit quality of our existing auditors and to be fiscally responsible.

- On Nov. 5, 2019, the Audit Committee completed an evaluation of the auditors and responded with a favourable assessment.
- Administration engaged in negotiations with MNP LLP and has received a reasonable quote.

COMMUNICATION PLAN:

Following approval, MNP LLP will be notified.

ATTACHMENTS:

N/A



INFORMATION REPORT

DATE: Jan. 23, 2019

TO: Board of Trustees

FROM: Mark Liguori, Superintendent

SUBJECT: School Status Report for 2018-19

ORIGINATOR: Calvin Wait, Director Facility Services

RESOURCE STAFF: Candace Cole, Secretary-Treasurer
Christina Keroack, Business Manager
Brent Dragon, Planner
Lynn Brims, Accountant I
Sandy Vallee, Accountant II

REFERENCE: Policy 2: Role of the Board
Policy 15: School Closure and Program Reduction
Alberta Regulation 238/1997 – Closure of Schools

EIPS PRIORITY: Enhance high quality learning and working environments.

EIPS GOAL: Quality Infrastructure for all.

EIPS OUTCOME: Student learning is supported through the use of effective planning, managing, and investment in Division infrastructure.

ISSUE:

That the Board of Trustees receive for information the School Status Report for 2018-19.

BACKGROUND:

Policy 15: School Closure and Program Reduction stipulates that, in compliance with the *Education Act* and the Disposition of Property Regulation 86/2019, “due to changes in enrolment, shifts in demographics, or fiscal constraints, it may be necessary to close a school or modify the programs offered in a school or schools under its jurisdiction”.

CURRENT SITUATION OR KEY POINT:

All information and analysis are based on the Sept. 30, 2018 student count and 2018–19 costs and utilization.

Effective 2014–15, Alberta Infrastructure moved to an Instructional Area Model (IAM) for calculating the capacity of a school. Instructional area is defined as any room or enclosed area within a school primarily used as a designated learning area where classes are taught or supervised. Non-Instructional area is required for the daily operations within a school but is not used for teaching. Prior to 2014–15, the capacity calculations were based on



total area of the school, including non-Instructional area (such as hallways, washrooms, administrative offices, etc.).

The average cost per Elk Island Public Schools (EIPS) student is \$7,295 (Attachment 1) which is a slight decrease from 2017–18. Currently, EIPS has 10 schools above this average, including one school over \$14,500 per student. Even though the student enrolment has grown, the Division's utilization rate has also decreased by two per cent from the prior year to 73 per cent. This was due to the opening of Davidson Creek Elementary. The Alberta Education/Alberta Infrastructure School Capital Manual considers a school fully utilized when 100 per cent of instructional area is being used. This is a change from prior years, when 85 per cent use of total area (instructional and non-instructional) was the benchmark for considering a school fully utilized.

In 2018-19 Alberta Education introduced a change to the Area Capacity Utilization formula. Prior to the 2018-19 all special education severe students had a full time equivalent (FTE) rating of 3.0. As of 2018-19, all ECS special education severe students have an FTE rating of 1.5 and grade 1-12 special education severe students have an FTE rating of 3.0. The change in the formula has had a slight impact to the Division's overall utilization.

There are many factors to consider when reviewing the viability of a school or program. The School Status Report identifies several of the key factors that are available to the Board of Trustees and the school communities. The indicators identified in this report include: enrolment, school utilization and cost per student. These factors are not all inclusive and one item cannot be the deciding factor in recommending a review for school closure. Having said this, the Board will need to carefully consider utilization rates on a sector by sector basis and look at specific school sites as well as overall sector utilization. This will be essential, especially as it is related to new school builds, school modernizations as well as modular acquisition and relocation. Strategically, the Board should consider consolidating programming in schools to ensure utilization rates are 85 per cent or higher as well as evenly balanced throughout the sectors, wherever possible. Further, schools and/or sectors under 70 per cent utilization should undergo a formal review process to determine five-year viability and any school and/or sector under 50 per cent utilization should be considered for consolidation or closure.

The analysis is presented by geographic sector and is provided on a four-year comparative basis to identify trends in the factors and to ensure that the recommendation for a school closure is based on a pattern instead of on an isolated incident or situation.

As per the *Education Act and the Disposition of Property Regulation*, if the Board of Trustees wishes to consider complete or partial closure of a designated school the matter shall be raised by way of a motion in a public board meeting. Following the appropriate communications and public consultation meetings, the Board of Trustees shall render a decision at a public Board meeting within the same school year, effective for the next school year.

Sector 1 – Sherwood Park (Attachment 2, Pages 1 to 7)

Total enrolment in Sector 1 is comparable to the prior year. The one-year and two-year trend analysis indicate flat enrolment growth. (Page 1). The three of the ten elementary schools saw an increase in enrolment (École Campbelltown, Strathcona Christian Academy Elementary and Westboro Elementary) while four saw a slight decrease (Brentwood Elementary, Glen Allan Elementary, Mills Haven Elementary, and Wes Hosford Elementary). **NOTE:** Pine Street Elementary and Woodbridge Farms Elementary saw substantial enrolment decline of 49 per cent and 28 per cent respectively. Davidson Creek Elementary opened in September 2018. (Pages 1 to 2)

At the Junior High level, Clover Bar Junior High and F. R. Haythorne Junior High saw a decrease of 13 per cent and 7 per cent respectively. Meanwhile, Sherwood Heights Junior High saw an increase of 3 per cent and Lakeland Ridge saw an increase of 2 per cent. (Pages 1 and 3)

Salisbury Composite High and Strathcona Christian Academy Secondary saw an enrolment increase while there was a decrease at Bev Facey Community High. (Pages 1 and 3)

The overall utilization in Sector 1 is averaging 79 per cent overall resulting in a six per cent decrease from 2017–18. This is due to the opening of Davidson Creek Elementary. No Sector 1 school has utilization rate exceeding 100 per cent in 2018-19. (Pages 4 to 6)

Due to a higher density in student population, the Sector 1, cost per student is typically lower than in other sectors. Pine Street Elementary is the only Sector 1 school where the cost per student is above the Division average. (Page 7)

Sector 2 – Strathcona County (Attachment 2, Page 8 to 10)

Enrolment for this sector decreased slightly compared to the prior year. Four of the five schools saw an enrolment decline (Ardrossan Elementary, Ardrossan Junior Senior High, and Wye Elementary. Uncas Elementary maintained the same enrolment as 2017-18. (Page 8)

The overall utilization in this sector was 75 per cent, a one per cent decrease from 2017–18. (Page 9)

The cost per student in Sector 2 for all five schools was below the Division average. (Page 10)

Sector 3 – Fort Saskatchewan (Attachment 2, Pages 11 to 15)

Enrolment for this sector increased by two per cent over the prior year. Four of the nine schools saw enrolment growth (École Parc Élémentaire, Fort Saskatchewan Christian, SouthPointe School, and Win Ferguson Elementary). Castle (Scotford Colony) maintained the same enrolment as 2017-18. The remaining four schools had enrolment decline (Fort Saskatchewan Elementary, Fort Saskatchewan High, James Mowat Elementary, and Rudolph Hennig Junior High). (Page 11)

The overall utilization in this Sector 3 was 78 per cent, a one per cent increase from the prior year. (Pages 13 to 14)

The cost per student of seven Sector 3 school was above the Division average (Castle (Scotford Colony), École Parc Élémentaire, Fort Saskatchewan Elementary, Fort Saskatchewan Christian, Fort Saskatchewan High James Mowat Elementary, and Rudolph Hennig Junior High). SouthPonte School and Win Ferguson Elementary were below Division average cost per student. (Page 15)

Sector 4 – Lamont County (Attachment 2, Pages 16 to 18)

Enrolments for this sector decreased by five per cent over the prior year. Lamont Elementary was the only to see an increase in enrolment. (Page 16)



The utilization in this sector remains low, averaging 56 per cent overall, this is a five per cent decrease from the prior year. Two schools in this sector are designated Small Schools by Necessity by Alberta Education (Andrew School and Lamont High). (Page 17)

All Sector 4 schools are ranked within the top ten highest costs per student schools in the Division. Andrew ranks as the highest cost per student school in EIPS at \$14,745. Mundare School ranks as the second highest cost per student school in EIPS at \$12,012. (Page 18)

Sector 5 – County of Minburn (Attachment 2, Pages 19 to 20)

The overall enrolment in this sector has decreased by five per cent over the prior year. (Page 19)

The utilization in this sector continues to be low and has decreased its overall average utilization to 57 per cent, a four per cent increase from 2017–18. Vegreville Composite High continues to experience a low utilization of only 43 per cent. (Page 20)

Pleasant Ridge Colony has had enrolment increase from six students to eight students and had declined from the highest cost per student school to the third highest cost per student school at \$11,120. (Page 20)

ATTACHMENT(S):

1. Total Costs per Student 2018-19
2. School Status Comparison

ELK ISLAND PUBLIC SCHOOLS
Total Cost Per Student 2018-19

	EIPS Rank	Enrolment Sep 2018 ¹	Instructional ²		Operations & Maint. ³		Total Cost Per Student	Small School Funding ⁴
			2018-2019 Actuals	Cost Per Student	O & M Costs	Cost Per Student		
A. L. Horton Elementary	10	331	2,441,182	7,375	229,041	692	8,067	
Andrew School	1	112	1,436,701	12,828	214,743	1,917	14,745	145,731
Ardrossan Elementary	26	561	3,682,164	6,564	259,095	462	7,025	
Ardrossan Junior Senior High	25	801	5,072,331	6,332	569,250	711	7,043	
Bev Facey Community High	17	914	5,787,387	6,332	870,640	953	7,284	
Brentwood Elementary	29	423	2,736,764	6,470	208,668	493	6,963	
Bruderheim School	4	128	1,205,987	9,422	152,220	1,189	10,611	69,685
Castle (Scotford Colony)	12	24	186,021	7,751	-	-	7,751	
Clover Bar Junior High	18	343	2,229,961	6,501	248,539	725	7,226	
Davidson Creek Elementary ⁶	37	517	3,023,075	5,847	211,460	409	6,256	
École Campbelltown	38	572	3,289,174	5,750	197,900	346	6,096	
École Parc Élémentaire	5	239	2,235,611	9,354	200,417	839	10,193	-
F. R. Haythorne Junior High	36	623	3,535,093	5,674	377,356	606	6,280	
Fort Saskatchewan Elem/Christian	15	724	4,940,524	6,824	364,596	504	7,328	
Fort Saskatchewan High	13	388	2,591,800	6,680	370,469	955	7,635	
Fultonvale Elementary Junior High	22	499	3,257,684	6,528	314,204	630	7,158	
Glen Allan Elementary	31	400	2,569,065	6,423	179,991	450	6,873	
James Mowat Elementary	16	358	2,446,717	6,834	165,361	462	7,296	
Lakeland Ridge (K-9)	34	759	4,491,390	5,918	396,254	522	6,440	
Lamont Elementary	7	279	2,412,219	8,646	214,133	768	9,413	
Lamont High	9	277	2,071,455	7,478	257,488	930	8,408	3,835
Mills Haven Elementary	21	452	3,054,788	6,758	188,891	418	7,176	
Ministik Elementary		-	-	N/A	20,362	N/A	N/A	
Mundare School	2	136	1,461,187	10,744	172,482	1,268	12,012	91,691
Pine Street Elementary	6	313	2,898,549	9,261	187,450	599	9,859	
Pleasant Ridge Colony	3	8	89,679	11,210	-	-	11,210	
Rudolph Hennig Junior High	14	413	2,726,790	6,602	316,847	767	7,370	
Salisbury Composite High	24	1,115	6,980,717	6,261	880,917	790	7,051	
Sherwood Heights Junior High	35	531	3,071,254	5,784	297,099	560	6,343	
SouthPointe School ⁵	19	421	2,780,236	6,604	260,938	620	7,224	
Strathcona Christian Academy Elementary	33	585	3,550,746	6,070	247,170	423	6,492	
Strathcona Christian Academy Secondary	30	591	3,818,206	6,461	290,565	492	6,952	
Uncas Elementary	11	205	1,442,994	7,039	153,642	749	7,788	15,101
Vegreville Composite High	8	354	2,564,990	7,246	474,207	1,340	8,585	
Wes Hosford Elementary	32	458	2,935,483	6,409	197,352	431	6,840	
Westboro Elementary	28	331	2,130,579	6,437	175,247	529	6,966	
Win Ferguson Elementary	27	436	2,862,756	6,566	185,543	426	6,992	
Woodbridge Farms Elementary	20	312	2,077,004	6,657	174,875	560	7,218	
Wye Elementary	23	389	2,586,134	6,648	174,998	450	7,098	
Total/Average		16,322	108,674,397	6,658	10,400,410	637	7,295	326,043

¹ Excludes Elk Island Youth Ranch, Special Education Programs, Home Education, Continuing Education, Outreach & Centre for Ed Alternatives.

² Instructional - Total cost incurred by the school for fiscal year, excluding Special Ed program allocation, Capital, O & M and School Generated Funds. The exceptions are Pleasant Ridge Colony and Castle (Scotford Colony) that receive a PO & M allocation. Any associated costs are included in the instructional column

³ Operations & Maintenance (O & M) - Includes parking lot snow removal, custodial, electricity, gas, water, maintenance and garbage for all schools except Strathcona Christian Academy Secondary (SCS) and Strathcona Christian Academy Elementary (SCE).

⁴ Small school funding is received for the schools identified, and is allocated to numerous schools based on the EIPS allocation method. Closure of the school receiving the funding will impact other schools' funding. Green shaded cells indicate small school by necessity.

⁵ SouthPointe School includes costs relating to start up and first year of operations.

⁶ Davidson Creek Elementary opened in September 2018

ELK ISLAND PUBLIC SCHOOLS
Total Cost Per Student 2018-19

School Name	Prior Year Rank	EIPS Rank	Enrolment Sep 2018 ¹	Instructional ²		Operations & Maint. ³		Total Cost Per Student	Small School Funding ⁴
				2018-2019 Actuals	Cost Per Student	O & M Costs	Cost Per Student		
Andrew School	2	1	112	1,436,701	12,828	214,743	1,917	14,745	145,731
Mundare School	3	2	136	1,461,187	10,744	172,482	1,268	12,012	91,691
Pleasant Ridge Colony	1	3	8	89,679	11,210	-	-	11,210	
Bruderheim School	5	4	128	1,205,987	9,422	152,220	1,189	10,611	69,685
École Parc Élémentaire	4	5	239	2,235,611	9,354	200,417	839	10,193	
Pine Street Elementary	33	6	313	2,898,549	9,261	187,450	599	9,859	
Lamont Elementary	6	7	279	2,412,219	8,646	214,133	768	9,413	
Vegreville Composite High	9	8	354	2,564,990	7,246	474,207	1,340	8,585	
Lamont High	7	9	277	2,071,455	7,478	257,488	930	8,408	3,835
A. L. Horton Elementary	12	10	331	2,441,182	7,375	229,041	692	8,067	
Uncas Elementary	11	11	205	1,442,994	7,039	153,642	749	7,788	15,101
Castle (Scotford Colony)	27	12	24	186,021	7,751	-	-	7,751	
Fort Saskatchewan High	10	13	388	2,591,800	6,680	370,469	955	7,635	
Rudolph Hennig Junior High	29	14	413	2,726,790	6,602	316,847	767	7,370	
Fort Saskatchewan Elem/Christian	16	15	724	4,940,524	6,824	364,596	504	7,328	
James Mowat Elementary	21	16	358	2,446,717	6,834	165,361	462	7,296	
Bev Facey Community High	15	17	914	5,787,387	6,332	870,640	953	7,284	
Clover Bar Junior High	25	18	343	2,229,961	6,501	248,539	725	7,226	
SouthPointe School ⁵	8	19	421	2,780,236	6,604	260,938	620	7,224	
Woodbridge Farms Elementary	32	20	312	2,077,004	6,657	174,875	560	7,218	
Mills Haven Elementary	14	21	452	3,054,788	6,758	188,891	418	7,176	
Fultonvale Elementary Junior High	18	22	499	3,257,684	6,528	314,204	630	7,158	
Wye Elementary	30	23	389	2,586,134	6,648	174,998	450	7,098	
Salisbury Composite High	20	24	1,115	6,980,717	6,261	880,917	790	7,051	
Ardrossan Junior Senior High	28	25	801	5,072,331	6,332	569,250	711	7,043	
Ardrossan Elementary	23	26	561	3,682,164	6,564	259,095	462	7,025	
Win Ferguson Elementary	19	27	436	2,862,756	6,566	185,543	426	6,992	
Westboro Elementary	24	28	331	2,130,579	6,437	175,247	529	6,966	
Brentwood Elementary	17	29	423	2,736,764	6,470	208,668	493	6,963	
Strathcona Christian Academy Secondary	22	30	591	3,818,206	6,461	290,565	492	6,952	
Glen Allan Elementary	13	31	400	2,569,065	6,423	179,991	450	6,873	
Wes Hosford Elementary	26	32	458	2,935,483	6,409	197,352	431	6,840	
Strathcona Christian Academy Elementary	34	33	585	3,550,746	6,070	247,170	423	6,492	
Lakeland Ridge (K-9)	35	34	759	4,491,390	5,918	396,254	522	6,440	
Sherwood Heights Junior High	31	35	531	3,071,254	5,784	297,099	560	6,343	
F. R. Haythorne Junior High	37	36	623	3,535,093	5,674	377,356	606	6,280	
École Campbelltown	36	37	572	3,289,174	5,750	197,900	346	6,096	
Davidson Creek Elementary ⁶			-	638,750	N/A	211,460	N/A	N/A	
Ministik Elementary			-	-	N/A	20,362	N/A	N/A	
Total/Average			15,805	106,290,072	6,725	10,400,410	658	7,383	326,043

¹ Excludes Elk Island Youth Ranch, Special Education Programs, Home Education, Continuing Education, Outreach & Centre for Ed Alternatives.

² Instructional - Total cost incurred by the school for fiscal year, excluding Special Ed program allocation, Capital, O & M and School Generated Funds. The exceptions are Pleasant Ridge Colony and Castle (Scotford Colony) that receive a PO & M allocation. Any associated costs are included in the instructional column.

³ Operations & Maintenance (O & M) - Includes parking lot snow removal, custodial, electricity, gas, water, maintenance and garbage for all schools except Strathcona Christian Academy Secondary (SCS) and Strathcona Christian Academy Elementary (SCE).

⁴ Small school funding is received for the schools identified, and is allocated to numerous schools based on the EIPS allocation method. Closure of the school receiving the funding will impact other schools' funding. Green shaded cells indicate small school by necessity.

⁵ SouthPointe School includes costs relating to start up and first year of operations.

* Davidson Creek Elementary opened in September 2018.

ELK ISLAND PUBLIC SCHOOLS
Utilization by Sector 2018-19

Sector	Percentage Utilization					Trend Analysis			
	2018-19	2017-18	2016-17	2015-16	2014-15	1 Year	2 Year	3 Year	4 Year
Sector 1 - Sherwood Park									
Bev Facey Community High	66%	67%	78%	77%	77%	-1%	-15%	-14%	-14%
Brentwood Elementary	80%	89%	85%	88%	89%	-10%	-6%	-9%	-10%
Clover Bar Junior High	62%	72%	66%	71%	72%	-14%	-6%	-13%	-14%
Davidson Creek Elementary	77%					#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
École Campbelltown	95%	87%	85%	88%	87%	9%	12%	8%	9%
F. R. Haythorne Junior High	96%	103%	111%	105%	103%	-7%	-14%	-9%	-7%
Glen Allan Elementary	74%	89%	89%	90%	91%	-17%	-17%	-18%	-19%
Lakeland Ridge (K-9)	88%	86%	86%	83%	86%	2%	2%	6%	2%
Mills Haven Elementary	86%	97%	103%	93%	90%	-11%	-17%	-8%	-4%
Pine Street Elementary	68%	103%	102%	98%	104%	-34%	-33%	-31%	-35%
Salisbury Composite High	60%	58%	58%	56%	57%	3%	3%	7%	5%
Sherwood Heights Junior High	76%	73%	69%	67%	69%	4%	10%	13%	10%
Strathcona Christian Academy Elementary^	88%	87%	86%	88%	95%	1%	2%	0%	-7%
Strathcona Christian Academy Sec. (7-12)^	71%	70%	72%	72%	97%	1%	-1%	-1%	-27%
Wes Hosford Elementary	90%	93%	93%	94%	97%	-3%	-3%	-4%	-7%
Westboro Elementary	78%	76%	86%	81%	87%	3%	-9%	-4%	-10%
Woodbridge Farms Elementary	81%	107%	104%	107%	101%	-24%	-22%	-24%	-20%
Sector 2 - Strathcona County									
Ardrossan Elementary	79%	86%	108%	54%	74%	-8%	-27%	46%	7%
Ardrossan Junior Senior High	74%	79%	79%	80%	78%	-6%	-6%	-8%	-5%
Fultonvale Elementary Junior High	77%	78%	68%	90%	93%	-1%	13%	-14%	-17%
Ministik Elementary	0%	-	95%	85%	88%	N/A	N/A	N/A	N/A
Uncas Elementary	66%	57%	49%	50%	51%	16%	35%	32%	29%
Wye Elementary	77%	82%	83%	88%	91%	-6%	-7%	-13%	-15%
Sector 3 - Fort Saskatchewan									
École Parc Élémentaire	67%	67%	73%	53%	48%	0%	-8%	26%	40%
Fort Saskatchewan Christian	91%	87%	78%	81%	90%	5%	17%	12%	1%
Fort Saskatchewan Elementary	85%	80%	110%	99%	98%	6%	-23%	-14%	-13%
Fort Saskatchewan High	57%	58%	57%	61%	61%	-2%	0%	-7%	-7%
James Mowat Elementary	84%	87%	88%	81%	85%	-3%	-5%	4%	-1%
Rudolph Hennig Junior High	68%	77%	75%	66%	68%	-12%	-9%	3%	0%
SouthPointe School	82%	63%	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Win Ferguson Elementary	93%	97%	115%	125%	122%	-4%	-19%	-26%	-24%
Sector 4 - Lamont County									
Andrew School	31%	35%	33%	36%	36%	-11%	-6%	-14%	-14%
Bruderheim School	70%	72%	54%	63%	73%	-3%	30%	11%	-4%
Lamont Elementary	62%	63%	57%	55%	56%	-2%	9%	13%	11%
Lamont High	67%	73%	77%	76%	70%	-8%	-13%	-12%	-4%
Mundare School	50%	60%	54%	53%	58%	-17%	-7%	-6%	-14%
Sector 5 - County of Minburn									
A. L. Horton Elementary	70%	78%	81%	69%	69%	-10%	-14%	1%	1%
Vegreville Composite High	43%	44%	46%	46%	45%	-2%	-7%	-7%	-4%

*Restated using 2014/15 net capacity as a base. Alberta Infrastructure revised the formula to include instructional area only, effective 2014/15.

^Total Capacity for SCS and SCE was not provided by AB ED for 2014/15.

To obtain 2014/15 utilization rate, total enrolment for 2014/15 was divided by total capacity from 2013/14.

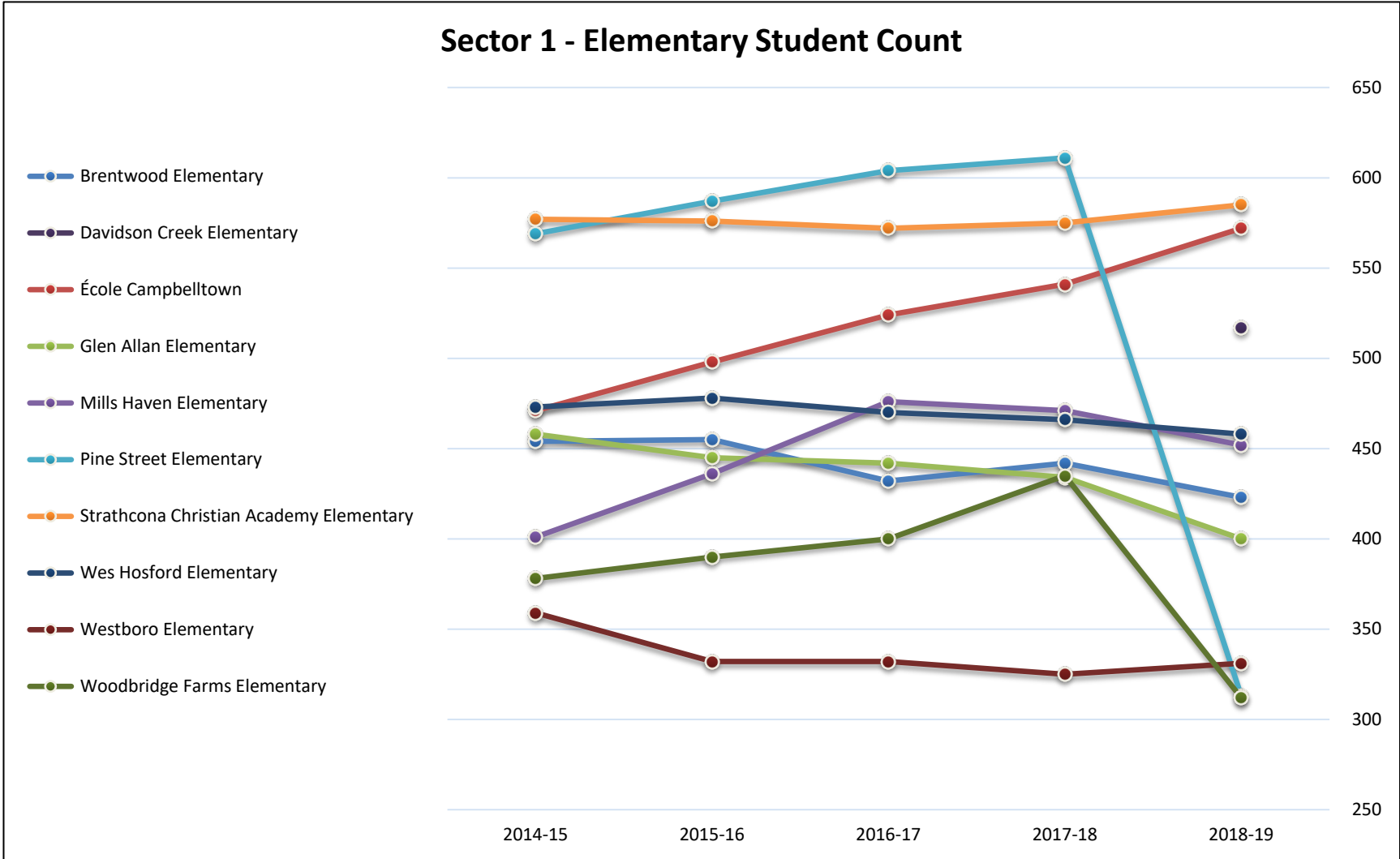
• The capacity of Fultonvale Elementary Junior increased in 2016-17 as a result of the modernization.

SCHOOL STATUS COMPARISON

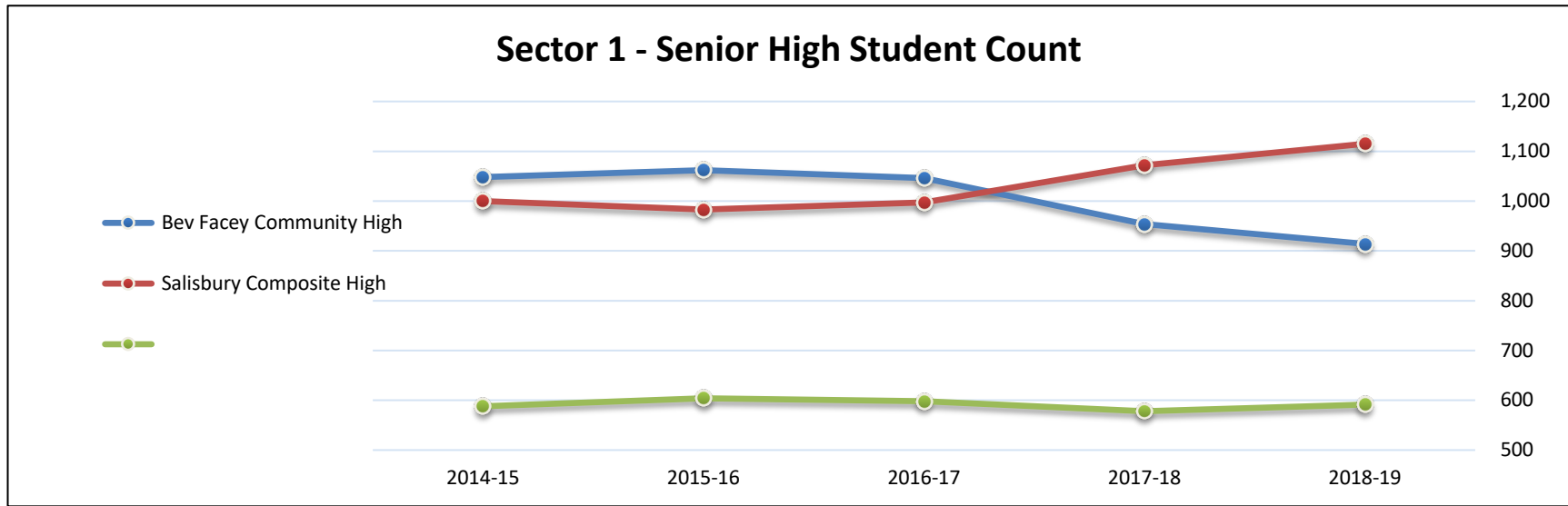
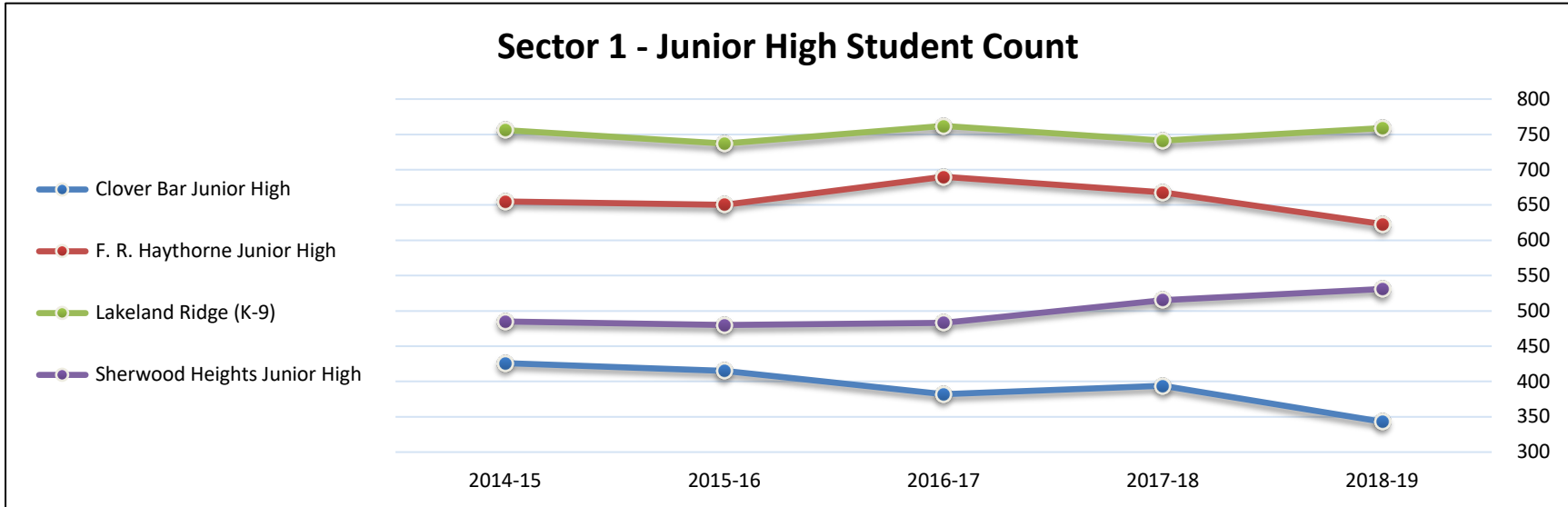
SECTOR 1 - SHERWOOD PARK

	Student Count September 30					Trend Analysis			
	2018-19	2017-18	2016-17	2015-16	2014-15	1 Year	2 Year	3 Year	4 Year
Elementary									
Brentwood Elementary	423	442	432	455	454	-4%	-2%	-7%	-7%
Davidson Creek Elementary	517	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
École Campbelltown	572	541	524	498	471	6%	9%	15%	21%
Glen Allan Elementary	400	434	442	445	458	-8%	-10%	-10%	-13%
Mills Haven Elementary	452	471	476	436	401	-4%	-5%	4%	13%
Pine Street Elementary	313	611	604	587	569	-49%	-48%	-47%	-45%
Strathcona Christian Academy Elementary	585	575	572	576	577	2%	2%	2%	1%
Wes Hosford Elementary	458	466	470	478	473	-2%	-3%	-4%	-3%
Westboro Elementary	331	325	332	332	359	2%	0%	0%	-8%
Woodbridge Farms Elementary	312	435	400	390	378	-28%	-22%	-20%	-17%
Junior High									
Clover Bar Junior High	343	394	382	415	426	-13%	-10%	-17%	-19%
F. R. Haythorne Junior High	623	668	690	650	655	-7%	-10%	-4%	-5%
Lakeland Ridge (K-9)	759	741	762	737	756	2%	0%	3%	0%
Sherwood Heights Junior High	531	515	483	480	485	3%	10%	11%	9%
Senior High									
Bev Facey Community High	914	954	1,046	1,062	1,048	-4%	-13%	-14%	-13%
Salisbury Composite High	1,115	1,072	997	983	1,000	4%	12%	13%	12%
	591	578	598	604	588	2%	-1%	-2%	1%
Total	9,239	9,222	9,210	9,128	9,098	0%	0%	1%	2%

SECTOR 1 - SHERWOOD PARK



SECTOR 1 - SHERWOOD PARK



SCHOOL STATUS COMPARISON

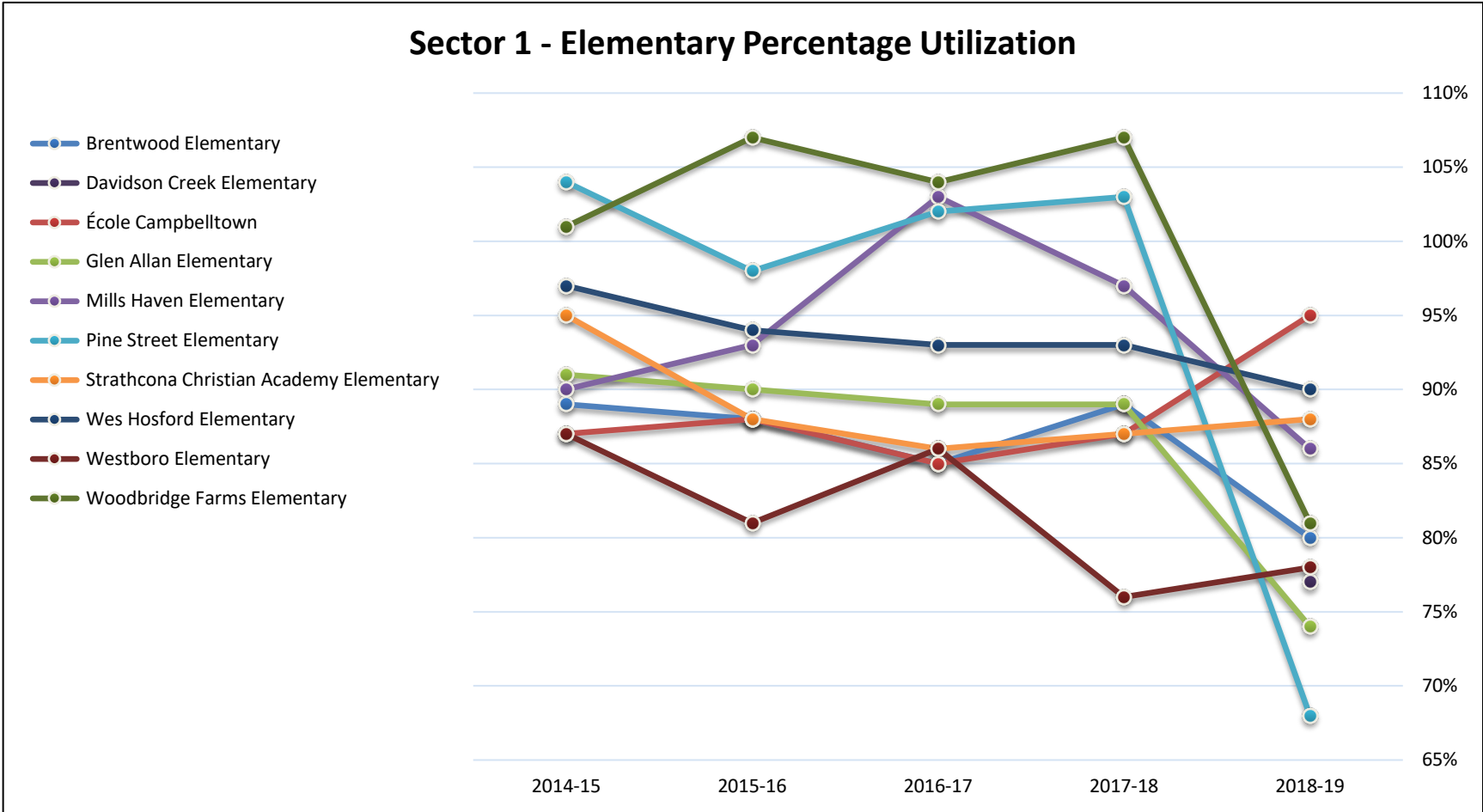
SECTOR 1 - SHERWOOD PARK

	Percentage Utilization					Trend Analysis			
	2018-19	2017-18	2016-17	2015-16	2014-15	1 Year	2 Year	3 Year	4 Year
Elementary									
Brentwood Elementary	80%	89%	85%	88%	89%	-10%	-6%	-9%	-10%
Davidson Creek Elementary	77%								
École Campbelltown	95%	87%	85%	88%	87%	9%	12%	8%	9%
Glen Allan Elementary	74%	89%	89%	90%	91%	-17%	-17%	-18%	-19%
Mills Haven Elementary	86%	97%	103%	93%	90%	-11%	-17%	-8%	-4%
Pine Street Elementary	68%	103%	102%	98%	104%	-34%	-33%	-31%	-35%
Strathcona Christian Academy Elementary^	88%	87%	86%	88%	95%	1%	2%	0%	-7%
Wes Hosford Elementary	90%	93%	93%	94%	97%	-3%	-3%	-4%	-7%
Westboro Elementary	78%	76%	86%	81%	87%	3%	-9%	-4%	-10%
Woodbridge Farms Elementary	81%	107%	104%	107%	101%	-24%	-22%	-24%	-20%
Junior High									
Clover Bar Junior High	62%	72%	66%	71%	72%	-14%	-6%	-13%	-14%
F. R. Haythorne Junior High	96%	103%	111%	105%	103%	-7%	-14%	-9%	-7%
Lakeland Ridge (K-9)	88%	86%	86%	83%	86%	2%	2%	6%	2%
Sherwood Heights Junior High	76%	73%	69%	67%	69%	4%	10%	13%	10%
Senior High									
Bev Facey Community High	66%	67%	78%	77%	77%	-1%	-15%	-14%	-14%
Salisbury Composite High	60%	58%	58%	56%	57%	3%	3%	7%	5%
Strathcona Christian Academy Sec. (7-12)^	71%	70%	72%	72%	97%	1%	-1%	-1%	-27%
Average	79%	85%	86%	85%	88%				

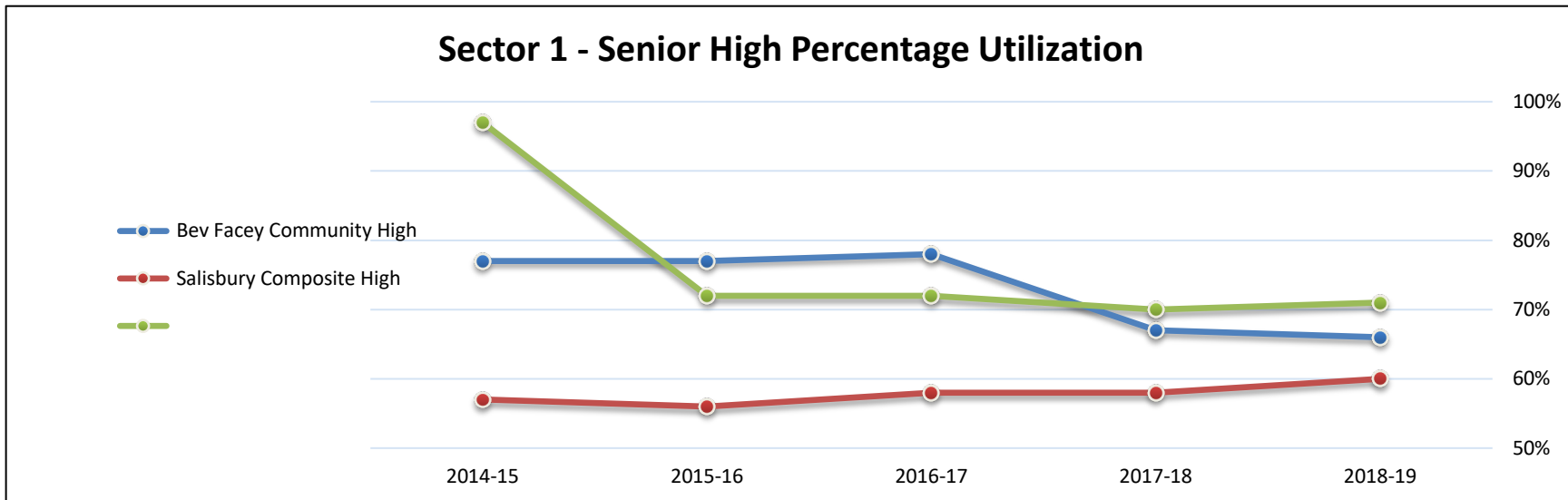
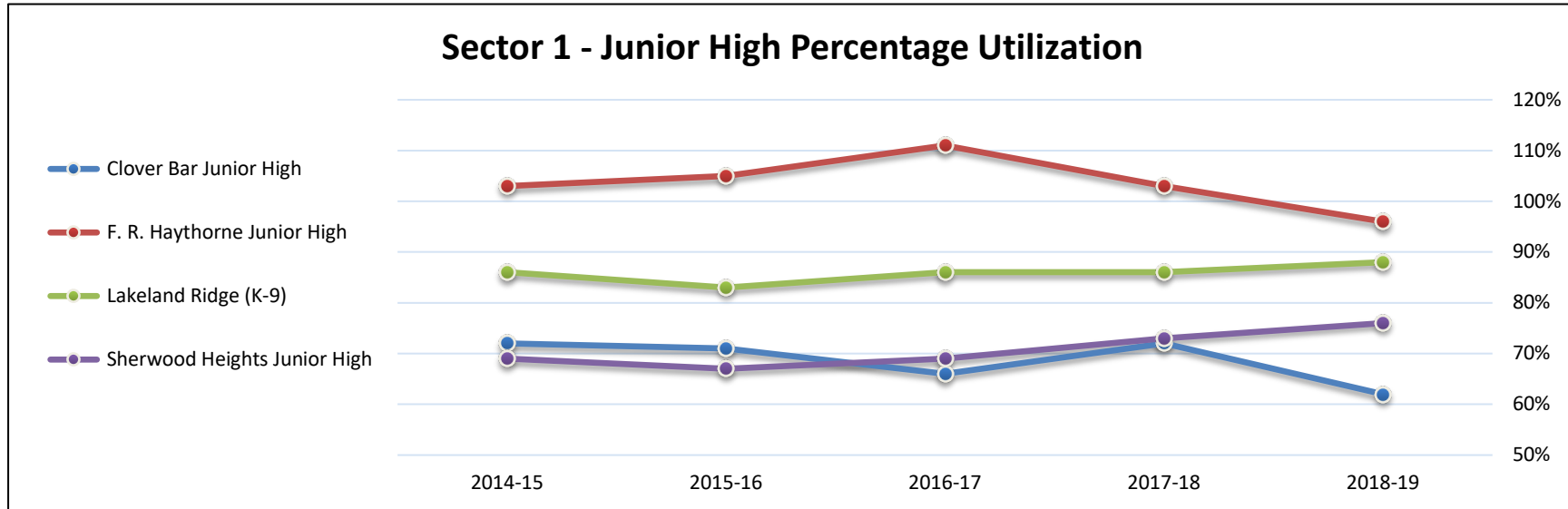
* Restated using 2014-15 net capacity as a base. Alberta Infrastructure revised the formula to include instructional area only, effective 2014-15.

^ The 2014-15 utilization rates for Strathcona Christian Academy Elementary and Strathcona Christian Academy Sec. (7-12) have been restated using the current net capacity as a base. AB Ed had not provided this information in the prior year, therefore, the original calculation was done using the 2013-14 net capacity as a base.

SECTOR 1 - SHERWOOD PARK



SECTOR 1 - SHERWOOD PARK



SCHOOL STATUS COMPARISON

SECTOR 1 - SHERWOOD PARK

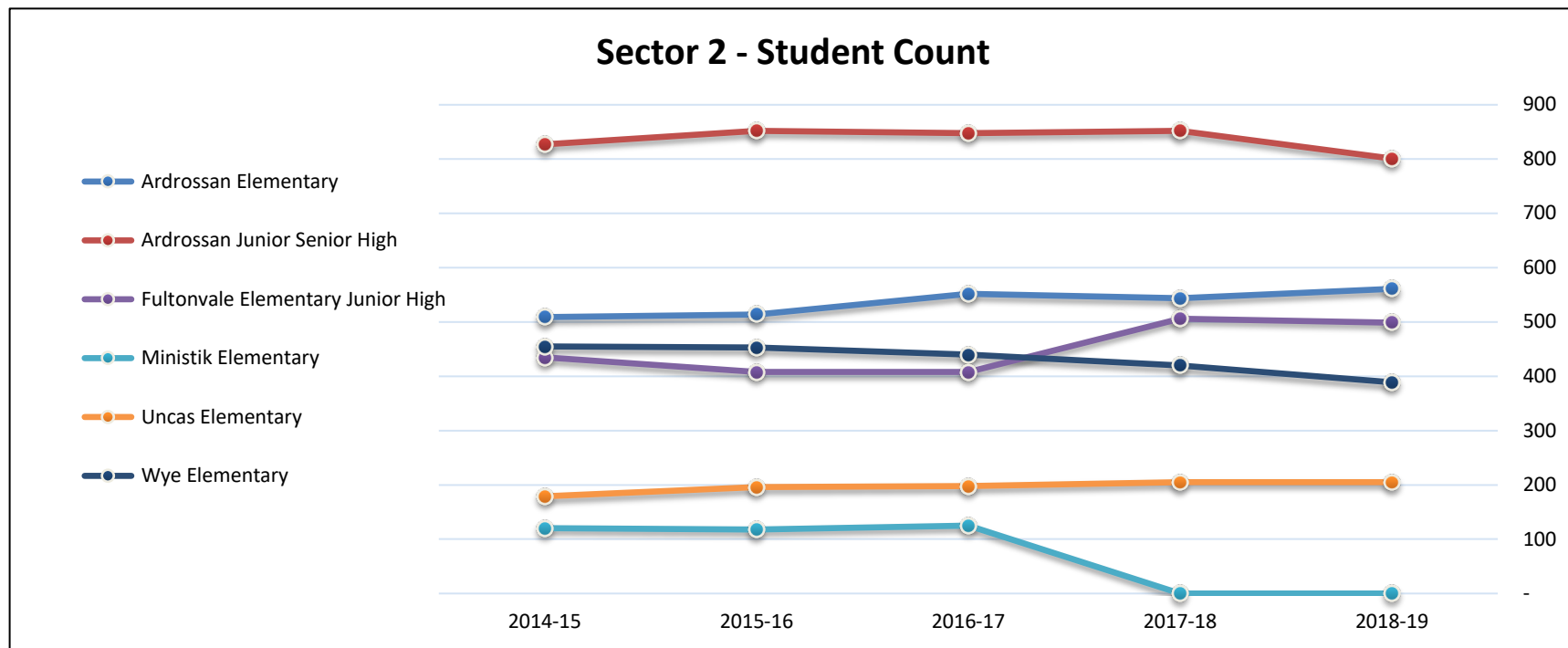
2018-19 Cost Per Student

	<u>Instructional</u>	<u>PO & M</u>	<u>Total</u>	<u>EIPS Rank</u>
<u>Elementary</u>				
Brentwood Elementary	\$ 6,470	\$ 493	\$ 6,963	29
Davidson Creek Elementary	5,847	409	6,256	37
École Campbelltown	5,750	346	6,096	38
Mills Haven Elementary	6,758	418	7,176	21
Pine Street Elementary	9,261	599	9,859	6
Glen Allan Elementary	6,423	450	6,873	31
Strathcona Christian Academy Elementary	6,070	423	6,492	33
Wes Hosford Elementary	6,409	431	6,840	32
Westboro Elementary	6,437	529	6,966	28
Woodbridge Farms Elementary	6,657	560	7,218	20
<u>Junior High</u>				
Clover Bar Junior High	6,501	725	7,226	18
F. R. Haythorne Junior High	5,674	606	6,280	36
Lakeland Ridge (K-9)	5,918	522	6,440	34
Sherwood Heights Junior High	5,784	560	6,343	35
<u>Senior High</u>				
Bev Facey Community High	6,332	953	7,284	17
Salisbury Composite High	6,261	790	7,051	24
Strathcona Christian Academy Secondary	6,461	492	6,952	30

SCHOOL STATUS COMPARISON

SECTOR 2 - STRATHCONA COUNTY

	Student Count September 30					Trend Analysis			
	2018-19	2017-18	2016-17	2015-16	2014-15	1 Year	2 Year	3 Year	4 Year
Ardrossan Elementary	561	544	552	514	509	3%	2%	9%	10%
Ardrossan Junior Senior High	801	852	848	852	827	-6%	-6%	-6%	-3%
Fultonvale Elementary Junior High	499	506	408	408	435	-1%	22%	22%	15%
Ministik Elementary	-	-	125	118	120	N/A	N/A	N/A	N/A
Uncas Elementary	205	205	198	196	179	0%	4%	5%	15%
Wye Elementary	389	420	440	453	455	-7%	-12%	-14%	-15%
Total	2,455	2,527	2,571	2,541	2,525	-3%	-5%	-3%	-3%



SCHOOL STATUS COMPARISON

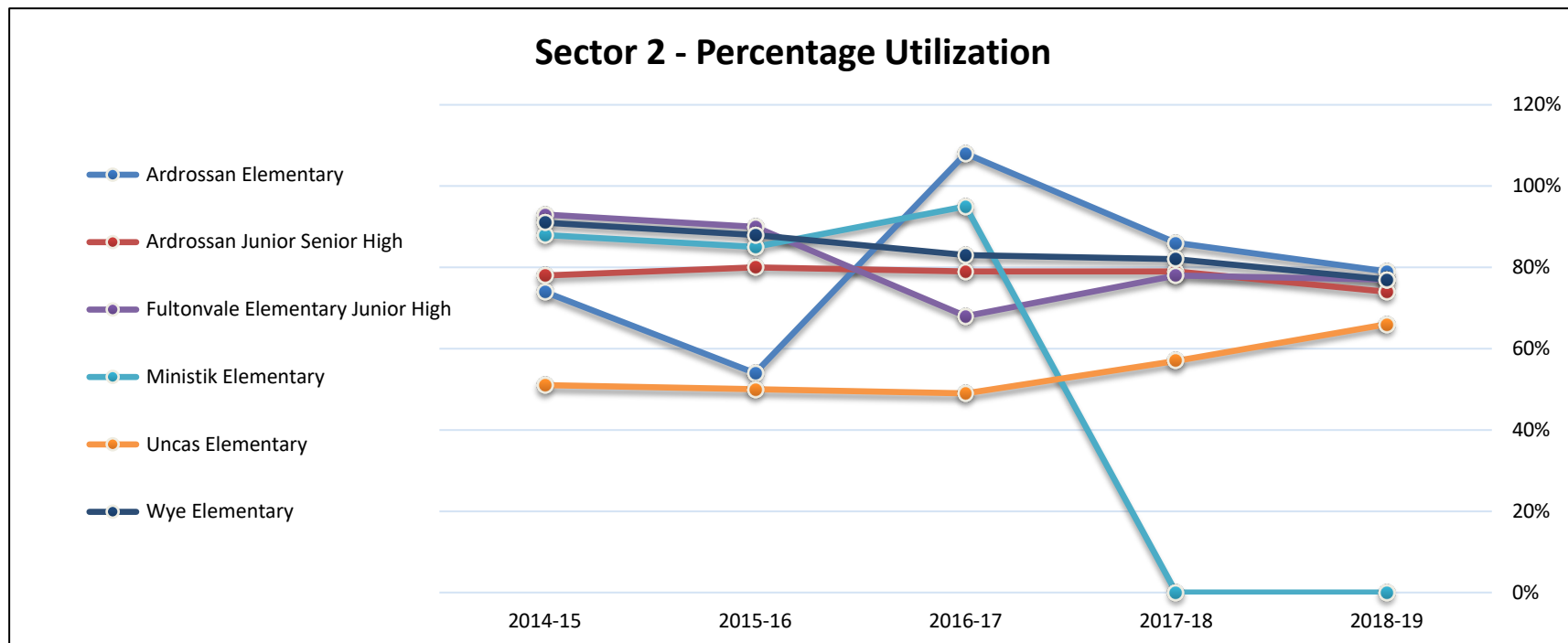
SECTOR 2 - STRATHCONA COUNTY

	Percentage Utilization					Trend Analysis			
	2018-19	2017-18	2016-17	2015-16	2014-15	1 Year	2 Year	3 Year	4 Year
Ardrossan Elementary◊	79%	86%	108%	54%	74%	-8%	-27%	46%	7%
Ardrossan Junior Senior High	74%	79%	79%	80%	78%	-6%	-6%	-8%	-5%
Fultonvale Elementary Junior High●	77%	78%	68%	90%	93%	-1%	13%	-14%	-17%
Ministik Elementary	-	-	95%	85%	88%	N/A	N/A	N/A	N/A
Uncas Elementary	66%	57%	49%	50%	51%	16%	35%	32%	29%
Wye Elementary	77%	82%	83%	88%	91%	-6%	-7%	-13%	-15%
Average	75%	76%	80%	75%	79%				

*Restated using 2014-15 net capacity as a base. Alberta Infrastructure revised the formula to include instructional area only, effective 2014-15.

◊The capacity of Ardrossan Elementary was reduced in 2016-17 due to construction for the replacement school.

●The capacity of Fultonvale Elementary Junior High increased in 2016-17 as a result of the modernization.



SCHOOL STATUS COMPARISON

SECTOR 2 - STRATHCONA COUNTY

2018-19 Cost Per Student

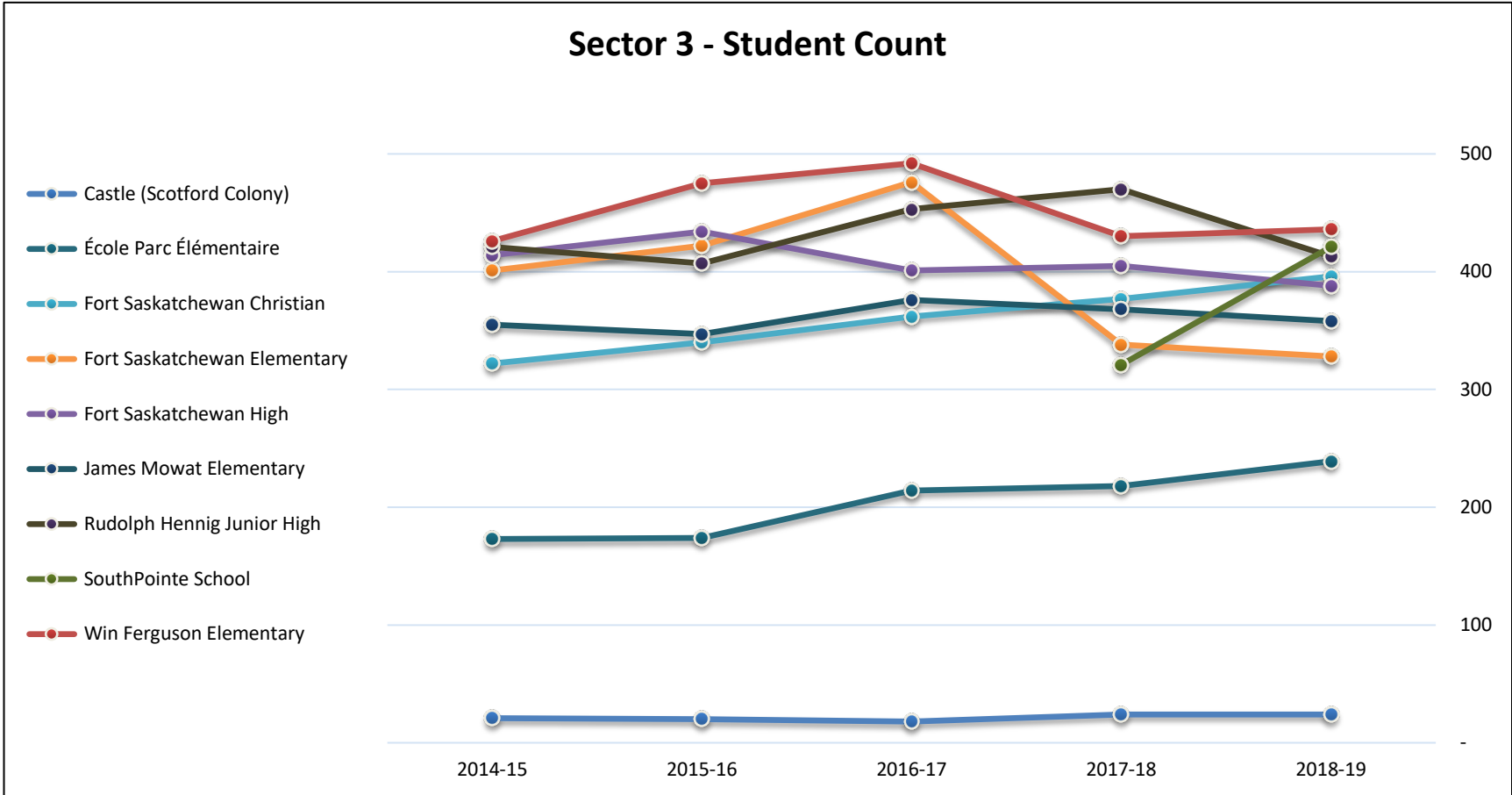
	<u>Instructional</u>	<u>PO & M</u>	<u>Total</u>	<u>EIPS Rank</u>
Ardrossan Elementary	\$ 6,564	\$ 462	\$ 7,025	26
Ardrossan Junior Senior High	6,332	711	7,043	25
Fultonvale Elementary Junior High	6,528	630	7,158	22
Uncas Elementary	7,039	749	7,788	11
Wye Elementary	6,648	450	7,098	23

SCHOOL STATUS COMPARISON

SECTOR 3 - FORT SASKATCHEWAN

	Student Count September 30					Trend Analysis			
	2018-19	2017-18	2016-17	2015-16	2014-15	1 Year	2 Year	3 Year	4 Year
Castle (Scotford Colony)	24	24	18	20	21	0%	33%	20%	14%
École Parc Élémentaire	239	218	214	174	173	10%	12%	37%	38%
Fort Saskatchewan Christian	396	377	362	340	322	5%	9%	16%	23%
Fort Saskatchewan Elementary	328	338	476	422	401	-3%	-31%	-22%	-18%
Fort Saskatchewan High	388	405	401	434	414	-4%	-3%	-11%	-6%
James Mowat Elementary	358	368	376	347	355	-3%	-5%	3%	1%
Rudolph Hennig Junior High	413	470	453	407	421	-12%	-9%	1%	-2%
SouthPointe School	421	321	N/A	N/A	N/A	31%	N/A	N/A	N/A
Win Ferguson Elementary	436	430	492	475	426	1%	-11%	-8%	2%
Total	3,003	2,951	2,792	2,619	2,533	2%	8%	15%	19%

SECTOR 3 - FORT SASKATCHEWAN



SCHOOL STATUS COMPARISON

SECTOR 3 - FORT SASKATCHEWAN

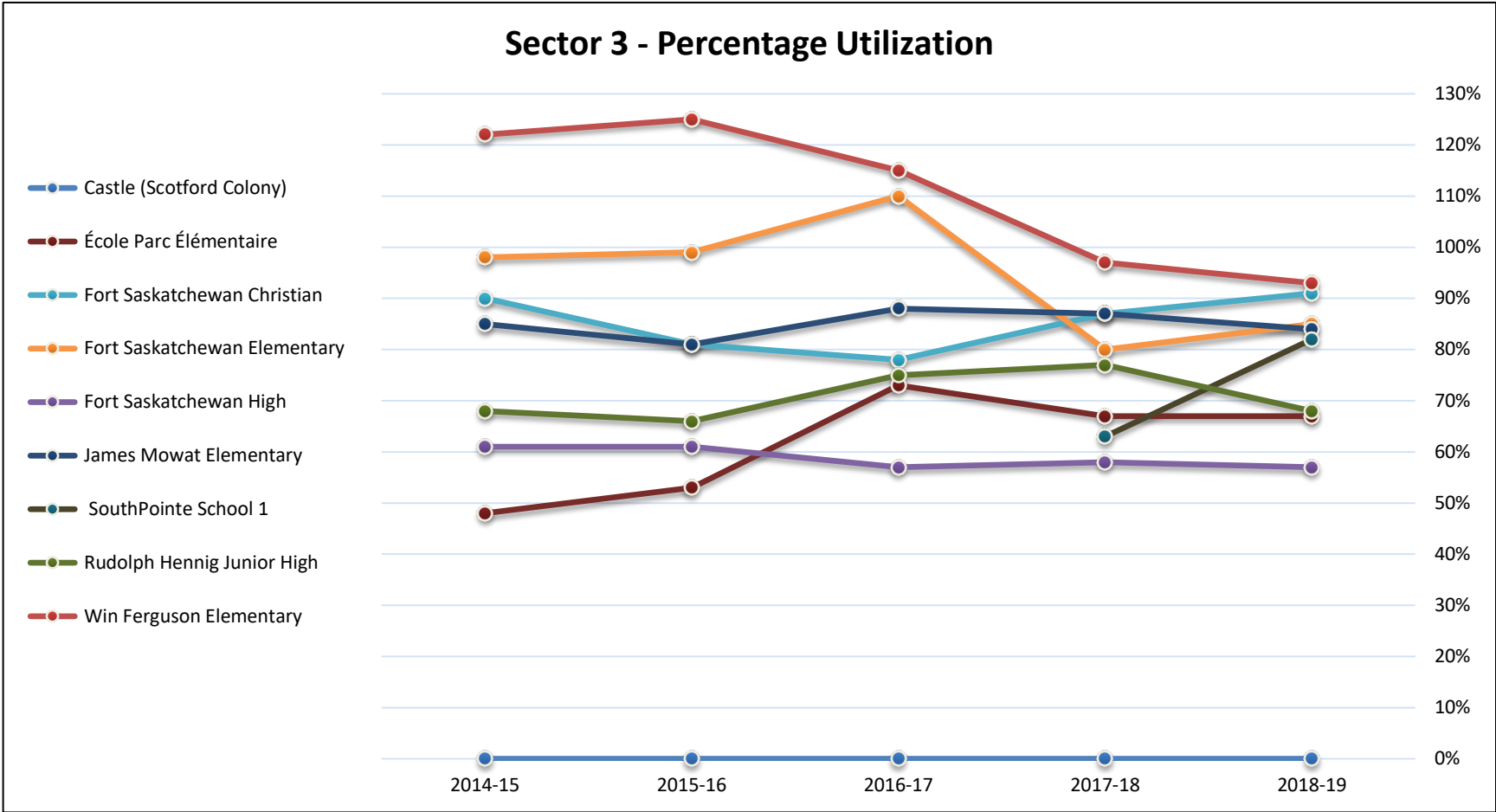
	Percentage Utilization					Trend Analysis			
	2018-19	2017-18	2016-17	2015-16	2014-15	1 Year	2 Year	3 Year	4 Year
Castle (Scotford Colony)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
École Parc Élémentaire	67%	67%	73%	53%	48%	0%	-8%	26%	40%
Fort Saskatchewan Christian	91%	87%	78%	81%	90%	5%	17%	12%	1%
Fort Saskatchewan Elementary	85%	80%	110%	99%	98%	6%	-23%	-14%	-13%
Fort Saskatchewan High	57%	58%	57%	61%	61%	-2%	0%	-7%	-7%
James Mowat Elementary	84%	87%	88%	81%	85%	-3%	-5%	4%	-1%
SouthPointe School ¹	82%	63%	N/A	N/A	N/A	30%	N/A	N/A	N/A
Rudolph Hennig Junior High	68%	77%	75%	66%	68%	-12%	-9%	3%	0%
Win Ferguson Elementary	93%	97%	115%	125%	122%	-4%	-19%	-26%	-24%
Average	78%	77%	85%	81%	82%				

**Restated using 2014-15 net capacity as a base. Alberta Infrastructure revised the formula to include instructional area only, effective 2014-15.*

^ The Fort Transition school changes were implemented in 2013-14 with Rudolph Hennig Junior High and École Parc Élémentaire replacing École Rudolph Hennig and Fort Saskatchewan Junior High

¹ SouthPointe School opened in 2017-18

SECTOR 3 - FORT SASKATCHEWAN



SCHOOL STATUS COMPARISON

SECTOR 3 - FORT SASKATCHEWAN

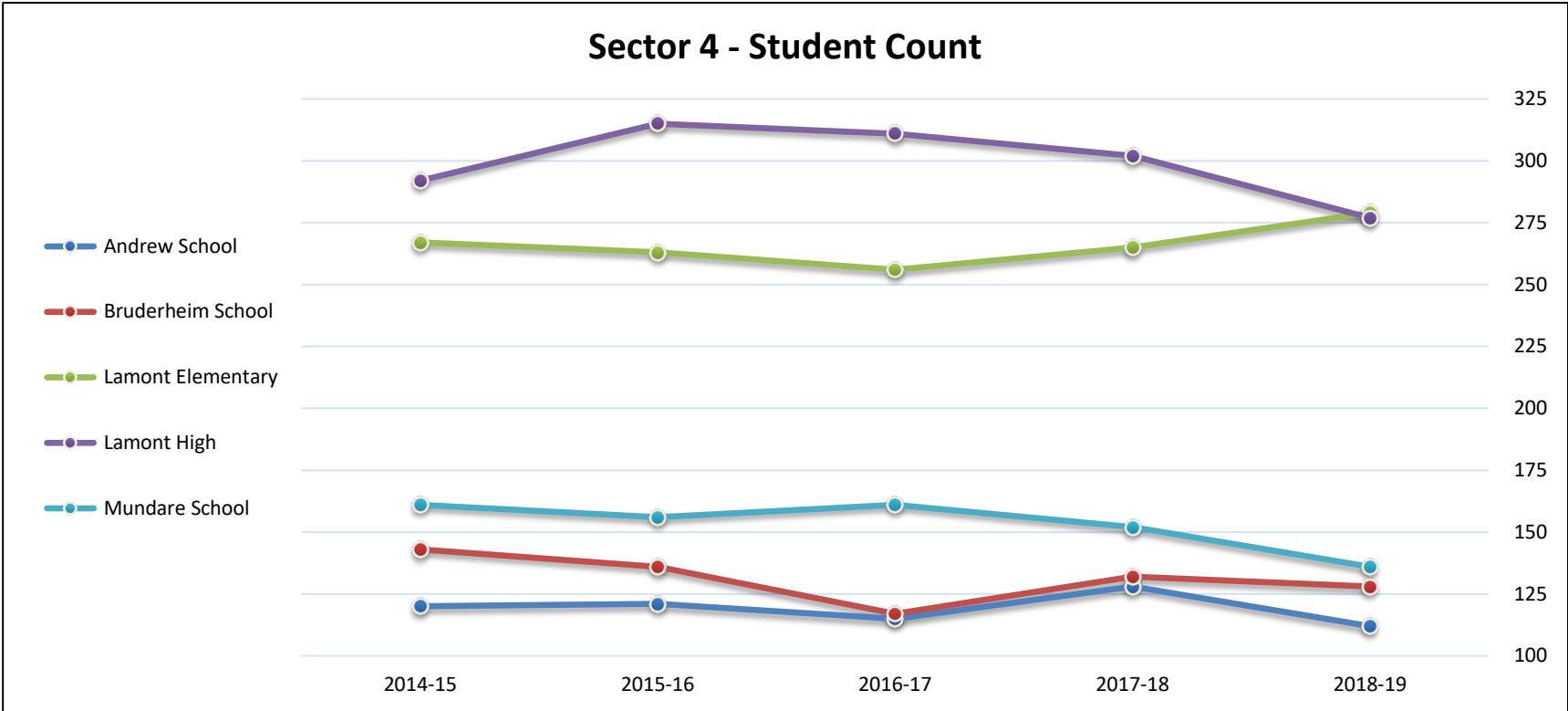
2018-19 Cost Per Student

	<u>Instructional</u>	<u>PO & M</u>	<u>Total</u>	<u>EIPS Rank</u>
Castle (Scotford Colony)	\$ 7,751	\$ -	\$ 7,751	12
École Parc Élémentaire	9,354	839	10,193	5
Fort Saskatchewan Elem/Christian	6,824	504	7,328	15
Fort Saskatchewan High	6,680	955	7,635	13
James Mowat Elementary	6,834	462	7,296	16
SouthPointe School	6,604	620	7,224	19
Rudolph Hennig Junior High	6,602	767	7,370	14
Win Ferguson Elementary	6,566	426	6,992	27

SCHOOL STATUS COMPARISON

SECTOR 4 - LAMONT COUNTY

	Student Count September 30					Trend Analysis			
	2018-19	2017-18	2016-17	2015-16	2014-15	1 Year	2 Year	3 Year	4 Year
Andrew School	112	128	115	121	120	-13%	-3%	-7%	-7%
Bruderheim School	128	132	117	136	143	-3%	9%	-6%	-10%
Lamont Elementary	279	265	256	263	267	5%	9%	6%	4%
Lamont High	277	302	311	315	292	-8%	-11%	-12%	-5%
Mundare School	136	152	161	156	161	-11%	-16%	-13%	-16%
Total	932	979	960	991	983	-5%	-3%	-6%	-5%

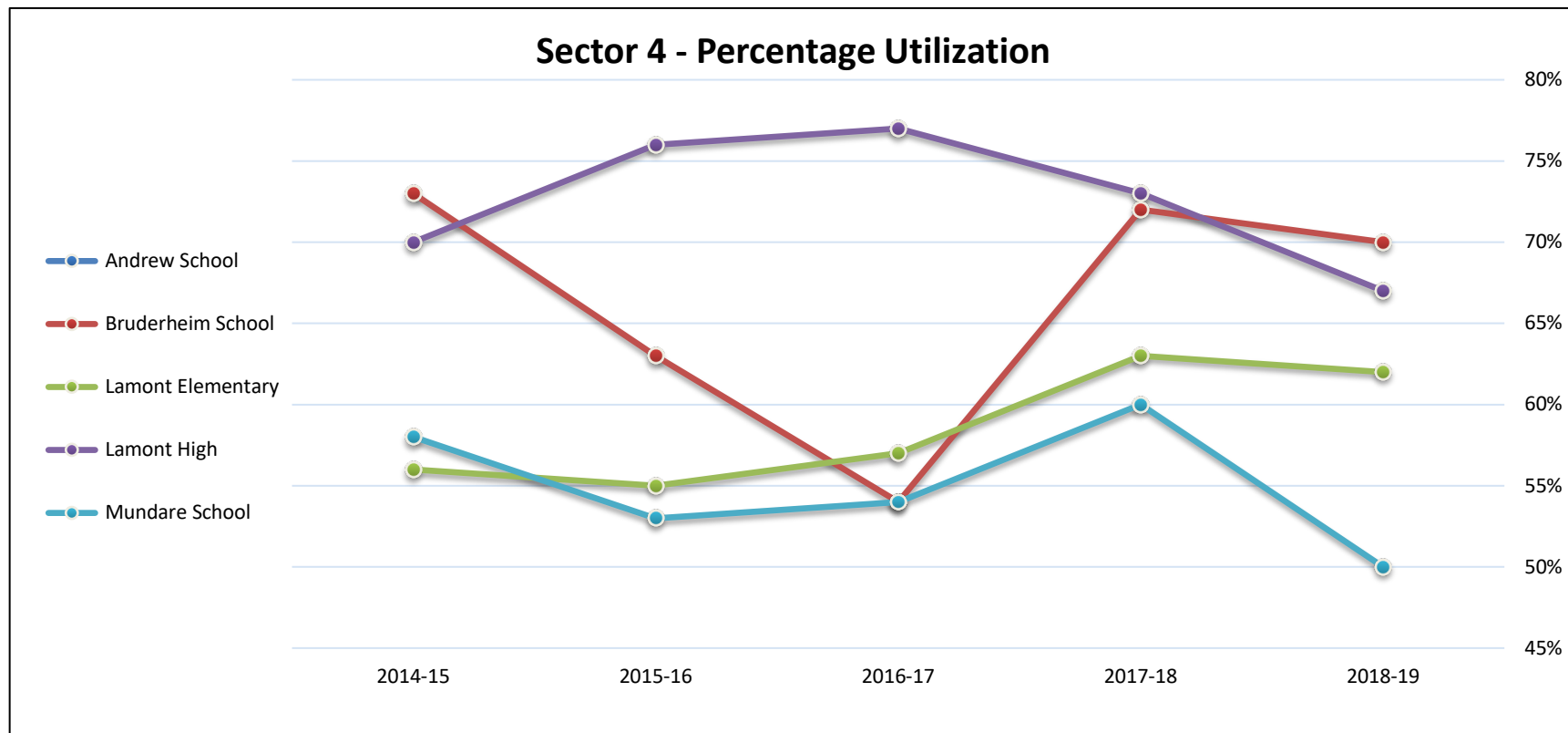


SCHOOL STATUS COMPARISON

SECTOR 4 - LAMONT COUNTY

	Percentage Utilization					Trend Analysis			
	2018-19	2017-18	2016-17	2015-16	2014-15	1 Year	2 Year	3 Year	4 Year
Andrew School	31%	35%	33%	36%	36%	-11%	-6%	-14%	-14%
Bruderheim School	70%	72%	54%	63%	73%	-3%	30%	11%	-4%
Lamont Elementary	62%	63%	57%	55%	56%	-2%	9%	13%	11%
Lamont High	67%	73%	77%	76%	70%	-8%	-13%	-12%	-4%
Mundare School	50%	60%	54%	53%	58%	-17%	-7%	-6%	-14%
Average	56%	61%	55%	57%	59%				

**Restated using 2014-15 net capacity as a base. Alberta Infrastructure revised the formula to include instructional area only, effective 2014-15.*



SCHOOL STATUS COMPARISON

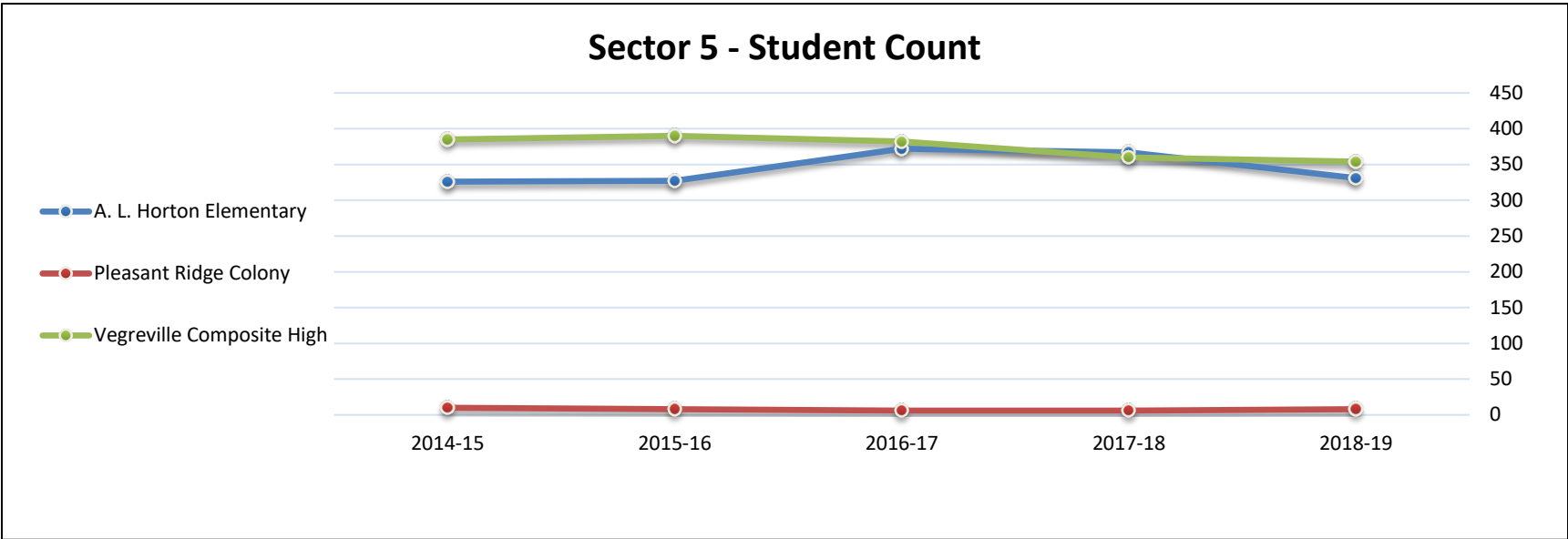
SECTOR 4 - LAMONT COUNTY

	2017-18 Cost Per Student			<u>EIPS Rank</u>
	<u>Instructional</u>	<u>PO & M</u>	<u>Total</u>	
Andrew School	\$ 12,828	\$ 1,917	\$ 14,745	1
Bruderheim School	9,422	1,189	10,611	4
Lamont Elementary	8,646	768	9,413	7
Lamont High	7,478	930	8,408	9
Mundare School	10,744	1,268	12,012	2

SCHOOL STATUS COMPARISON

SECTOR 5 - COUNTY OF MINBURN

	Student Count September 30					Trend Analysis			
	2018-19	2017-18	2016-17	2015-16	2014-15	1 Year	2 Year	3 Year	4 Year
A. L. Horton Elementary	331	367	372	327	326	-10%	-11%	1%	2%
Pleasant Ridge Colony	8	6	6	8	10	33%	33%	0%	-20%
Vegreville Composite High	354	360	382	390	385	-2%	-7%	-9%	-8%
Total	693	733	760	725	721	-5%	-9%	-4%	-4%

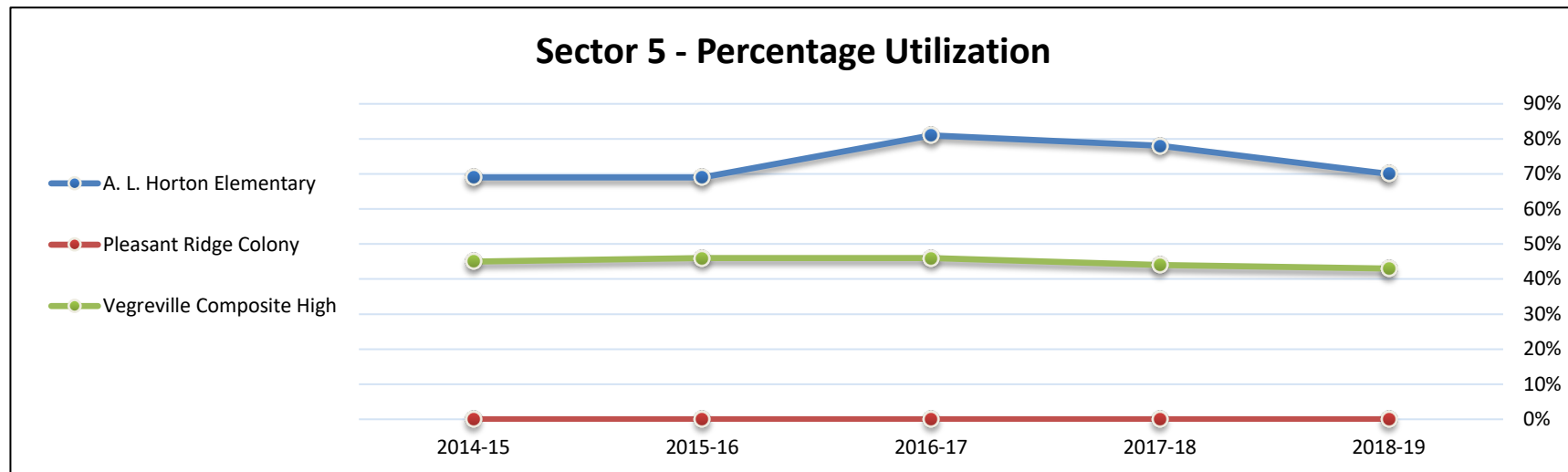


SCHOOL STATUS COMPARISON

SECTOR 5 - COUNTY OF MINBURN

	Percentage Utilization					Trend Analysis			
	2018-19	2017-18	2016-17	2015-16	2014-15	1 Year	2 Year	3 Year	4 Year
A. L. Horton Elementary	70%	78%	81%	69%	69%	-10%	-14%	1%	1%
Pleasant Ridge Colony	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Vegreville Composite High	43%	44%	46%	46%	45%	-2%	-7%	-7%	-4%
Average	57%	61%	64%	58%	57%				

*Restated using 2014-15 net capacity as a base. Alberta Infrastructure revised the formula to include instructional area only, effective 2014-15.



2017-18 Cost Per Student

	Instructional	PO & M	Total	EIPS Rank
A. L. Horton Elementary	\$ 7,375	\$ 692	\$ 8,067	10
Pleasant Ridge Colony	11,210	-	11,210	3
Vegreville Composite High	7,246	1,340	8,585	8



INFORMATION REPORT

DATE: Jan. 23, 2020

TO: Board of Trustees

FROM: Mark Liguori, Superintendent

SUBJECT: 2019-20 School Fees Interim Report

ORIGINATOR: Candace Cole, Secretary-Treasurer

RESOURCE STAFF: Tanya Borchers, Executive Assistant

REFERENCE:

EIPS PRIORITY: Enhance high quality learning and working environments.

EIPS GOAL: Quality infrastructure for all.

EIPS OUTCOME: Student learning is supported through the use of effective planning, managing, and investment in Division infrastructure.

ISSUE:

That the Board of Trustees receive for information a summary of fee changes for the 2019-20 school year, for the period Sept. 1, 2019 to Dec. 31, 2019.

BACKGROUND:

New requests or changes to fees must meet the following criteria:

1. Benefits students
2. Be something the school was not able to foresee, and
3. Is a significant amount that cannot be absorbed by the school's budget.

CURRENT SITUATION OR KEY POINT:

The Superintendent and Secretary-Treasurer received and approved 14 requests for changes to fees or new fees. Requests are summarized in Attachment 1.

ATTACHMENT(S):

1. 2019-20 Summary of Changes to School Fees

2019-20 Summary of Changes to School Fees

Date received	School	Fee description	Type	2019-20 Approved Fee	2019-20 New Amount	Reason	Comments
18-Sep-19	RHJ	Gr. 9 Field trip - Anne Frank Exhibit	New activity	--	8.50	Exhibit was announced in August and the school had no way to know earlier.	Approved.
18-Sep-19	LHS	Grade 7/8 Robotics	Course / activity fees	--	80.00	Course was not included in the spring because school was unsure if they would have the ability to offer due to significant staffing changes. School met with parent council and they were in favour of the addition.	Approved.
18-Sep-19	LHS	Grade 7/8 Outdoor Education	Course	--	20.50	Course was not included in the spring because school was unsure if they would have the ability to offer due to significant staffing changes. School met with parent council and they were in favour of the addition.	Approved.
19-Sep-19	SWH	Author presentation for LA	New activity	--	4.00	New opportunity for two local authors to speak to all students in the school.	Approved.
20-Sep-19	SCS	English 30 field trip (Edmonton Ballet)	Increase	15.00	37.00	New field trip.	Approved, subject to consultation with parents. Field trip is optional.
23-Sep-19	WBO	Battle of the Books	New activity	--	20.00	For students to participate in EIPS inter school Battle of the Books competition in March; fee will cover the cost of transportation to the event. Parent(s) requested the fee at the 2019-20 fee consultation, and it was agreed to. The fee was inadvertently not added to the fee schedule on the website.	Approved. Field trip is optional.
24-Sep-19	CLB	Leadership 8	New course	--	83.00	Leadership 8 option was missed at submission and is now added	Approved. Leadership 8/9 will be doing field trips together to save on transportation costs
24-Sep-19	SAL	Forensics	Name change	--	--	Forensics 25 and 35 are not separate classes changed to Forensics	Approved.
24-Sep-19	FTV	French 9	Name change	--	--	Change activity fee from "Rocky Mountain Field trip" to "French 9 Activity" for clarity	Approved.
26-Sep-19	FHS	Art 10, Art 20, Art 30	Name change	--	--	Fee name changed from Art 14/24/34 to Art 10/20/30	Approved.
27-Sep-19	EPE	Performing Arts	Category Change	--	--	Fee moved from Extra-curricular to Activity Fees	Approved.
10-Oct-19	SAL	Ninja Warrior Team (Metro Athletics)	New Extra-curricular	--	270.00	New team for SAL - sport was new to Metro Athletics in 2018-19. There was not enough interest last year, but there is enough to justify starting this year.	Approved.
13-Nov-19	RHJ	Ski rental equipment fee	Increase	55.10	77.37	Fee increase due to rental rate increases at the ski hill.	Approved, subject to discussion at the next parent council meeting. Field trip is optional.
27-Nov-19	FRH	Band 8 Banff Trip	New activity		400.00	Grade 8s are joining Grade 9s in Banff; trip will replace grade 8 camp from prior years; parents are in agreement.	Approved.