



BOARD MEETING MINUTES

May 19, 2022

The regular meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, May 19, 2022, in the Board Room, Central Services, Sherwood Park, Alberta. The Board of Trustees meeting convened with Acting Chair Holowaychuk calling the meeting to order at 9:01 a.m.

BOARD MEMBERS PRESENT

C. Holowaychuk, Vice-Chair (Acting Chair)
T. Boymook, Board Chair (via Video Conference)
C. Allen
R. Footz
D. Irwin
S. Miller
D. Irwin
J. Shotbolt
R. Sorochan

BOARD MEMBERS ABSENT

J. Seutter

ADMINISTRATION PRESENT

M. Liguori, Superintendent
S. Grinde, Director, Human Resources (acting for B. Billey, Associate Superintendent)
C. Cole, Secretary-Treasurer
C. von Tettenborn, Director of Finance
C. Langford-Pickering, Executive Assistant/Recording Secretary

CALL TO ORDER

Acting Chair Holowaychuk welcomed all and called the meeting to order at 9:01 a.m. with all trustees noted above in attendance.

TREATY 6 ACKNOWLEDGMENT

Acting Chair Holowaychuk called the meeting to order 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 Métis people.

AGENDA

Acting Chair Holowaychuk called for additions or deletions to the Agenda.

085/2022 | Trustee Irwin moved: That the Agenda be adopted, as circulated.

CARRIED UNANIMOUSLY

Reports for Information

2022-23 BUDGET

086/2022 | Trustee Irwin moved: That the Board of Trustees receive for information the 2022-23 Budget Report.

Superintendent Liguori shared opening remarks regarding the 2022-23 Spring Budget. For 2022-23 school year EIPS has prepared a \$202.42 million operating budget drawing \$8.91 million from operating reserves. The use of reserves allows EIPS the flexibility to support numerous student and school focused initiatives as well as one-time central projects to ensure continuity of operations.

There are a number of factors that still exist that provide for an uncertain horizon ahead. The impacts of the war in the Ukraine, economic pressures, political uncertainty, and a new curriculum all present challenges.

In addition, there is the effects of the impact of Covid, primarily unfinished learning, as well as the social emotional impacts on students, families and staff. The implications of this will impact us not only next year, but for years to come.

Superintendent Liguori thanked the Board of Trustees for their diligence as administration have worked through Budget 2022-2023 and the incumbent challenges.

Administration has prepared a budget that meets the needs of the Division, provides for predictability based on what we currently know and is fiscally prudent. Most importantly, it provides for and supports an outstanding educational system for our students and families.

Superintendent Liguori asked Secretary-Treasurer Cole to take the Board through the detailed report.

Secretary-Treasurer Cole and Director von Tettenborn proceeded to present the 2022-23 Budget Report. Highlights included:

Administration prepared the 2022-23 proposed budget based on the Board approved assumptions and allocations.

The introduction of *the new accounting standard regarding Asset Retirement Obligation (ARO) for school divisions*, which identifies the estimated future costs of remediate buildings that have asbestos, typically when the buildings are replaced or modernized.

The 2022-23 Budget has been developed with a conservative approach due to the continued uncertainty of the external environment. The economy was showing signs of recovery from the pandemic; however, the war in Ukraine is leading to economic instability on top of prolonged supply chain issues caused by COVID. The assumptions utilized are detailed in the Budget Report.

In the fall, the Budget will be updated for the following items:

- updates to estimates to more accurate numbers (due to more updated information);
- actual carryforwards from the 2021-22 year-end;
- new approvals or updates for reserve spending, if any; and
- changes to expenses based on the above updates.

The *Alberta Education Budget Report* will be brought before the Board on May 25, 2022, for approval. This report takes information presented in Attachment 1 and consolidates it into a standardized format required by Alberta Education.

The following financial information was presented:

- Budget Summary
- Budget Process
- Budget Assumptions
- Accumulated Surplus/(Deficit)
- Reserves
- Statement of Revenues and Expenses and Staffing - Full Time Equivalent (FTE)
- Alberta Education Revenue
- Allocation Reconciliation

Board recessed at 10:17 a.m. and reconvened at 10:28 a.m. with all trustees noted above in attendance.

Director of Finance von Tettenborn and Secretary-Treasurer Cole presented Schools Summary and Details by Sector along with Supports for Students – Schools and Early Learning and Specialized Supports – Schools.

SCHOOLS

The following information was presented in the report by Sector:

- Enrolment Detail – by Sector
- Enrolment Comparative – by Grade
- Schools Expenses – Detail by Sector by Category
- School Staffing by Sector – Full Time Equivalent (FTE)

Secretary-Treasurer Cole presented the Central Services summary which included the Full Time Equivalent (FTE) change.

CENTRAL SERVICES

The following information was presented by department:

- Central Services Revenue/Allocations
- Central Services Expenses
- Central Services Staffing (FTE)

Board Chair Boymook left the meeting at 11:08 a.m.

Alberta Education has held school divisions “harmless” for 2022-23 in that the Educational Funding Envelope remained relatively the same as last year and funding reductions were not made due to the impact of 2021-22 reduced enrolment. As the province deals with the significant financial impact of the pandemic, it is anticipated that in future years school divisions will not be held harmless and changes to the funding formula(s), bridge funding, etc., will occur.

The plan for reserve usage has been built into the allocations and is shown on page 11. As previously mentioned, the Division is undertaking several projects that are focused on students, staff and strengthening the infrastructure utilized for student learning. There have been no changes in reserve usage since April when reserves usage was approved.

The impacts of the COVID pandemic will continue into 2022-23 and this budget allows EIPS to target resources to ensure student success not only in their educational experience, but also in their after-school lives. This budget also provides funds for health and wellness initiatives for students and staff, investment in technology and other infrastructure – to name just a few. This is a year where the Division has the flexibility to invest in students, staff, and infrastructure to set itself up for success in the future when the restrictions on reserve usage becomes a reality.

Trustee Sorochan commended both central and school staff for their budget work and for spending dollars to enhance student achievement.

On behalf of the Board, Acting Chair Holowaychuk passed on appreciation to all staff for their hard work in preparing the 2022-23 Budget which emphasizes student focus. The Budget Report was well done and easy to understand.

Acting Chair Holowaychuk proceeded with the vote.

VOTE ON MOTION 086/2022 CARRIED UNANIMOUSLY

BUDGET CLOSING REMARKS

No closing remarks were made.

ADJOURNMENT

087/2022 | Trustee Allen moved: That the meeting be adjourned.

CARRIED UNANIMOUSLY

Acting Chair Holowaychuk declared the meeting adjourned at 11:28 a.m.

Colleen Holowaychuk, Acting Chair

Mark Liguori, Superintendent