



**BOARD OF TRUSTEES  
ELK ISLAND PUBLIC SCHOOLS**

REGULAR  
SESSION

**THURSDAY, JUNE 16, 2022**

Board Room  
Central Services  
Administration Building

**AGENDA**

Mission Statement - To provide high-quality student-centered education.

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- 9:00 am 1. **CALL TO ORDER** T. Boymook
2. **IN CAMERA SESSION**
- 10:00 am 3. **AMENDMENTS TO AGENDA / ADOPTION OF AGENDA**
4. **APPROVAL OF MINUTES**
- 4.1 Board Meeting – May 25, 2022 (encl.)
  - 4.2 Board (Special) Meeting – June 2, 2022 (encl.)
5. **CHAIR REPORT** T. Boymook (verbal)
- 5.1 Strathcona Christian Elementary Volunteer Tea – May 26, 2022
  - 5.2 Bev Facey Community High School “Newsies” Production – May 26, 2022
  - 5.3 ASBA Zone 2/3 Meeting – May 27, 2022
  - 5.4 Edwin Parr and Friends of Education Awards Banquet – May 27, 2022
  - 5.5 Bev Facey Community High School Graduation – May 28, 2022
  - 5.6 Trustees’ School Tours (Pine Street Elementary, Sherwood Height Jr High, École Campbelltown, Salisbury Composite High School, Brentwood Elementary) – May 30, 2022
  - 5.7 Sherwood Height Junior High, Town of Vegreville and EIPS Joint Meeting – May 31, 2022
  - 5.8 Fort Saskatchewan & District Chamber of Commerce State of City Address from the Mayor – June 1, 2022
  - 5.9 Strathcona Christian Academy Secondary “The Sound of Music” Musical – June 2, 2022
  - 5.10 Salisbury Composite High School Graduation – June 3, 2022
  - 5.11 ASBA Spring General Meeting & Professional Development Day – June 5, 6 & 7, 2022
  - 5.12 Sherwood Park Attendance Area Public Engagement - June 9 and 20, 2022
  - 5.13 Next Step Graduation – June 10, 2022
  - 5.14 Sherwood Heights Jr High Grade 9 Farewell – June 10, 2022
  - 5.15 Treaty 6 and Métis Flag Raising Ceremony – June 13, 2022
  - 5.16 Logos Program Review Public Engagement – June 13, 2022
  - 5.17 Enrolment Pressure Engagement – James Mowat Elementary – June 14 and 16, 2022
  - 5.18 Grand Opening of the Land-based Learning Space – June 21, 2022
  - 5.19 Board of Trustees Public Engagement Professional Development – June 28, 2022
6. **SUPERINTENDENT REPORT** M. Liguori (verbal)
- 6.1 Edwin Parr and Friend of Education Awards Banquet – May 27, 2022
  - 6.2 Trustees School Tours – May 30, 2022
  - 6.3 Metro Athletics Unified Jamboree – May 31, 2022
  - 6.4 Town of Vegreville and EIPS Joint Meeting – May 31, 2022
  - 6.5 ASBA Spring General Meeting – June 6, 2022

- 6.6 Sherwood Park Attendance Area Public Engagement - June 9 and 20, 2022
- 6.7 Strathcona Christian Academy Society Meeting – June 10, 2022
- 6.8 Treaty 6 and Métis Flag Raising Ceremony – June 13, 2022
- 6.9 Logos Program Review Public Engagement – June 13, 2022
- 6.10 Enrolment Pressure Engagements | James Mowat Elementary – June 14 and 16, 2022
- 6.11 Grand Opening of the Land-based Learning Space – June 21, 2022
- 6.11 High School Graduations and Elementary/Jr. High School Farewells

**7. COMMENTS FROM THE PUBLIC AND STAFF  
GROUP REPRESENTATIVES**

**ASSOCIATION/EMPLOYEE GROUPS**

- 8. **ASBA ZONE 2/3 REPORT** J. Shotbolt  
Meeting held May 27, 2022 (verbal)
- 9. **ATA LOCAL REPORT** D. Zielke  
(verbal)
- 10. **EMPLOYEE RELATIONS GROUP (ERG) REPORT** D. Jarvin  
(verbal)

**BUSINESS ARISING FROM PREVIOUS MEETING**

**NEW BUSINESS**

- 11. **BUSINESS ARISING FROM IN CAMERA**
- 12. **HILLSHIRE BOUNDARY ADJUSTMENT** M. Liguori/B. Dragon  
(encl.)
- 13. **BOARD POLICY 8: BOARD COMMITTEES** R. Footz  
(encl.)
- 14. **BOARD POLICY 25: PETITIONS AND PUBLIC NOTICES** R. Footz  
(encl.)
- 15. **BOARD POLICY 26: SCHOOL DISPUTE RESOLUTION** R. Footz  
(encl.)
- 16. **AUDIT ENGAGEMENT LETTER** C. Holowaychuk  
(encl.)

**COMMITTEE REPORTS**

- 17. **STUDENT EXPULSION COMMITTEE** R. Sorochan  
Meeting held May 27, 2022 (verbal)
- 18. **AUDIT COMMITTEE** C. Holowaychuk  
Meeting held June 1, 2022 (verbal)

**REPORTS FOR INFORMATION**

- 19. **UNAUDITED FINANCIAL REPORT FOR SEPT. 1, 2021  
TO MAY 31, 2022** M. Liguori/L. Lewis  
(encl.)

- 20. **2021-22 SUMMARY OF FEE CHANGES** M. Liguori/C. Cole  
(encl.)
- 21. **2021-22 PLAYGROUND SUMMARY REPORT** M. Liguori/C. Wait  
(encl.)
- 22. **NEW CURRICULUM UPDATE** M. Liguori/S. Stoddard/  
J. Anderson/Teachers (encl.)
- 23. **LOCALLY DEVELOPED COURSES** M. Liguori/S. Stoddard  
(encl.)
- 24. **TRUSTEES' REPORTS/NOTICES OF MOTIONS / REQUESTS  
FOR INFORMATION** (verbal)

ADJOURNMENT

## RECOMMENDATIONS TO JUNE 16/21 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 the May 25, 2022 Board Meeting as amended or as circulated.
- 4.2 That the Board of Trustees approve the minutes of the June 2, 2022 Board (Special) Meeting as amended or as circulated.
5. That the Board of Trustees receive the Chair report for information.
6. That the Board of Trustees receive for Superintendent report for information.
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. That the Board of Trustees receive the report from the representative of the Employee Relations Group for information.
11. *Business Arising from In Camera.*
12. That the Board of Trustees approve the proposed designation for the portion of the Hillshire neighbourhood, as presented.
13. That the Board of Trustees approve the amendments to Board Policy 8: Board Committees, as presented.
14. That the Board of Trustees approve the amendments to Board Policy 25: Petitions and Public Notices, as presented.
15. That the Board of Trustees approve the amendments to Board Policy 26: School Dispute Resolution, as presented.

16. That the Board of Trustees approve the 2022 financial audit engagement letter, as presented.
17. That the Board of Trustees receive for information the report from the Student Expulsion Committee meeting held on May 27, 2022.
18. That the Board of Trustees receive for information the report from the Audit Committee meeting held on June 1, 2022.
19. That the Board of Trustees receive for information the Unaudited Financial Report for the period Sept. 1, 2021 to May 31, 2022 for Elk Island Public Schools.
20. That the Board of Trustees receive for information a summary of fee changes for the 2021-22 school year.
21. That the Board of Trustees receive an update of information pertaining to Elk Island Public Schools (EIPS) playgrounds.
22. That the Board of Trustees receive for information an update on the work being done to support the new curriculum implementation.
23. That the Board of Trustees receive for information a report on Locally Developed Courses for the 2022-23 school year.



# BOARD MEETING MINUTES

May 25, 2022

The regular meeting of the Elk Island Public Schools Board of Trustees was held on Wednesday, May 25, 2022, in the Board Room, Central Services, Sherwood Park, Alberta. The Board of Trustees meeting convened with Board Chair Boymook calling the meeting to order at 9:01 a.m.

## BOARD MEMBERS PRESENT

T. Boymook, Board Chair  
C. Holowaychuk, Vice-Chair  
C. Allen  
R. Footz  
D. Irwin  
S. Miller  
J. Shotbolt  
R. Sorochan

## BOARD MEMBER ABSENT

J. Seutter

## ADMINISTRATION PRESENT

M. Liguori, Superintendent  
S. Stoddard, Associate Superintendent  
C. Cole, Secretary-Treasurer  
S. Grinde, Director – Human Resources (Acting Associate Superintendent)  
L. McNabb, Director of Communication Services  
C. Langford-Pickering, Executive Assistant/Recording Secretary

## CALL TO ORDER

Meeting called to order at 9:01 a.m. with all trustees noted above in attendance.

## IN CAMERA SESSION

088/2022 | Trustee Irwin moved: That the Board meet in camera (9:01 a.m.).

*CARRIED UNANIMOUSLY*

089/2022 | Vice-Chair Holowaychuk moved: That the Board revert to regular session (9:28 a.m.).

*CARRIED UNANIMOUSLY*

*The Board recessed at 9:28 a.m. and reconvened at 10:00 a.m. with all trustees noted above in attendance.*

## TREATY 6 ACKNOWLEDGMENT

Board Chair Boymook 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 entered into, the territory wherein EIPS resides. We acknowledge our responsibility as Treaty members. We also honour the heritage and gifts of the Métis people.

## **AGENDA**

Board Chair Boymook called for additions or deletions to the Agenda.

090/2022 | Trustee Miller moved: That the Agenda be adopted, as circulated.  
*CARRIED UNANIMOUSLY*

## **APPROVAL OF MINUTES**

Board Chair Boymook called for confirmation of the April 21, 2022 Board Meeting Minutes.

091/2022 | Vice-Chair Holowaychuk moved: That the Board of Trustees approve the Minutes of April 21, 2022 Board Meeting, as circulated.  
*CARRIED UNANIMOUSLY*

Board Chair Boymook called for confirmation of the May 19, 2022 Board Meeting Minutes.

092/2022 | Trustee Shotbolt moved: That the Board of Trustees approve the Minutes of May 19, 2022 Board Meeting, as circulated.  
*CARRIED UNANIMOUSLY*

## **CHAIR REPORT**

Board Chair Boymook presented the Chair's report.

093/2022 | Board Chair Boymook moved: That the Board of Trustees receive the Chair's report for information.  
*CARRIED UNANIMOUSLY*

## **SUPERINTENDENT REPORT**

Superintendent Liguori presented the Superintendent's report.

094/2022 | Trustee Miller moved: That the Board of Trustees receive the Superintendent's report for information.  
*CARRIED UNANIMOUSLY*

## **COMMENTS, PRESENTATIONS AND DELEGATIONS AT BOARD MEETINGS**

No comments, presentations and delegations were presented.

## **Association and Local Reports**

### **ASBA ZONE 2/3 REPORT**

Trustee Shotbolt presented to the Board the report from the ASBA Zone 2/3 meeting held on April 21, 2022.

095/2022 | Trustee Shotbolt moved: 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 Zielke presented the Local ATA report to the Board.

096/2022 | Trustee Sorochan moved: That the Board of Trustees receive the report from the representative of the ATA Local #28 for information.

*CARRIED UNANIMOUSLY*

## **EMPLOYEE RELATIONS GROUP (ERG) REPORT**

Board Chair Boymook welcomed ERG representative D. Jarvin. Representative Jarvin presented to the Board the report on behalf of the Employee Relations Group.

097/2022 | Trustee Shotbolt moved: That the Board of Trustees receive the report from the representative of the Employee Relations Group for information.

*CARRIED UNANIMOUSLY*

## **Business Arising from Previous Meeting**

No business arising from the previous meeting.

## **New Business**

### **BUSINESS ARISING FROM IN CAMERA**

No business arising from in camera.

### **ELK ISLAND PUBLIC SCHOOLS FOUR-YEAR EDUCATION PLAN: 2022-26**

Associate Superintendent Stoddard presented to the Board the *EIPS Four-Year Education Plan: 2022-26* for approval.

098/2022 | Trustee Footz moved: That the Board of Trustees approve the *EIPS Four-Year Education Plan: 2022-26*, effective the start of the 2022-23 school year; and

Policy 1: Division Foundational Statements be amended to reflect the new mission and belief statements.

*CARRIED UNANIMOUSLY*

The Board commended the Dr. Stoddard and the team for their hard work, aligning the strategic plan with the feedback collected from the community, data received and creating a mechanism to measure the goals and outcomes.

### **2022-23 BUDGET REPORT**

Secretary-Treasurer Cole presented to the Board the 2022-23 Budget and 2022-23 Alberta Education Budget Report for approval.

099/2022 | Trustee Irwin moved: That the Board of Trustees approve the operating budget for 2022-23 in the amount of \$202,416,333 for Elk Island Public Schools, for the period Sept. 1, 2022 to Aug. 31, 2023.

*CARRIED UNANIMOUSLY*

*Trustee Shotbolt left the meeting at 10:54 a.m. and returned at 10:57 a.m.*



100/2022 | Vice-Chair Holowaychuk moved: That the Board of Trustees approve the Alberta Education Budget Report for the year ending Aug. 31, 2023.

*CARRIED UNANIMOUSLY*

Board Chair Boymook thanked the Central team for their efforts and hard work in preparing the 2022-23 Budget and for supporting the Board's mission, belief statements and strategic plan.

### **BOARD POLICY 13: APPEALS AND HEARINGS REGARDING STUDENT MATTERS**

Trustee Footz presented to the Board the amendments to Board Policy 13: Appeals and Hearing Regarding Student Matters for approval.

101/2022 | Trustee Allen moved: That the Board of Trustees approve the amendments to Board Policy 13: Appeals and Hearings Regarding Student Matters, as presented.

*CARRIED UNANIMOUSLY*

### **BOARD POLICY 18: ALTERNATIVE PROGRAMS**

Trustee Footz presented to the Board the amendments to Board Policy 18: Alternative Programs for approval.

102/2022 | Trustee Irwin moved: That the Board of Trustees approve the amendments to Board Policy 18: Alternative Programs, as presented.

*CARRIED UNANIMOUSLY*

### **BOARD POLICY 19: WELCOMING, CARING, RESPECTFUL AND SAFE LEARNING AND WORKING ENVIRONMENTS**

Trustee Footz presented to the Board the amendments to Board Policy 19: Welcoming, Caring, Respectful and Safe Learning and Working Environments for approval.

103/2022 | Trustee Sorochan moved: That the Board of Trustees approve the amendments to Board Policy 19: Welcoming, Caring, Respectful and Safe Learning and Working Environments, as presented.

*CARRIED UNANIMOUSLY*

## **Committee Reports**

### **POLICY COMMITTEE**

Trustee Footz presented a report from the Policy Committee meeting held on May 10, 2022, for information.

104/2022 | Trustee Footz moved: That the Board of Trustees receive for information the report from the Policy Committee meeting held on May 10, 2022.

*CARRIED UNANIMOUSLY*

### **STUDENT EXPULSION COMMITTEE**

Trustee Footz presented a report from the Student Expulsion Committee meetings held on May 2, 10 and 24, 2022, for information.

105/2022 | Trustee Footz moved: That the Board of Trustees receive for information the report from the Student Expulsion Committee meetings held on May 2, 10 and 24, 2022.

*CARRIED UNANIMOUSLY*

## Reports for Information

### 2021-22 SUMMER PROJECTS

Director Wait and Assistant Director Desautels presented to the Board the 2021-22 Summer Projects report for information.

106/2022 | Trustee Shotbolt moved: That the Board of Trustees receive the Facility Services 2021-22 Summers Projects Plan for information.

*CARRIED UNANIMOUSLY*

### 2022-23 INFRASTRUCTURE MAINTENANCE AND RENEWAL AND CAPITAL MAINTENANCE AND RENEWAL PROJECTS

Director Wait presented to the Board the 2022-23 Infrastructure Maintenance and Renewal and Capital Maintenance and Renewal Projects report for information.

107/2022 | Trustee Allen moved: That the Board of Trustees receive the 2022-23 Infrastructure Maintenance and Renewal (IMR) and Capital Maintenance and Renewal (CMR) Project Plans for information.

*CARRIED UNANIMOUSLY*

The Board commended the work of the Facility Services team in ensuring facilities are in good order, welcoming and safe for students and staff.

### EIPS THREE-YEAR ENGAGEMENT STRATEGY

Superintendent Liguori and Education Planner Dragon presented to the Board the EIPS Three-Year Engagement Strategy for information.

108/2022 | Trustee Irwin moved: That the Board of Trustees receive the Three-Year Engagement Strategy for information.

*CARRIED UNANIMOUSLY*

## Trustees' Report, Notices of Motion and Request for Information

Reports by trustees were presented.

### ADJOURNMENT

Board Chair Boymook declared the meeting adjourned at 12:06 p.m.

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Trina Boymook, Board Chair

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Mark Liguori, Superintendent



# BOARD MEETING MINUTES

June 2, 2022

The special meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, June 2, 2022, in the Board Room, Central Services, Sherwood Park, Alberta. The Board of Trustees meeting convened with Board Chair Boymook calling the meeting to order at 1:02 p.m.

## BOARD MEMBERS PRESENT

T. Boymook, Board Chair  
C. Holowaychuk, Vice-Chair  
C. Allen  
R. Footz  
D. Irwin  
S. Miller  
R. Sorochan

## BOARD MEMBER ABSENT

J. Seutter  
J. Shotbolt

## ADMINISTRATION PRESENT

M. Liguori, Superintendent  
S. Stoddard, Associate Superintendent, Supports for Students  
B. Billey, Associate Superintendent, Human Resources  
C. Cole, Secretary-Treasurer  
C. Langford-Pickering, Executive Assistant/Recording Secretary

## CALL TO ORDER

Meeting called to order at 1:02 p.m. with all trustees noted above in attendance.

## TREATY 6 ACKNOWLEDGMENT

Board Chair Boymook 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 entered into, the territory wherein EIPS resides. We acknowledge our responsibility as Treaty members. We also honour the heritage and gifts of the Métis people.

## AGENDA

Board Chair Boymook called for additions or deletions to the Agenda.

109/2022 | Trustee Miller moved: That the Agenda be adopted, as circulated.  
*CARRIED UNANIMOUSLY*

## IN CAMERA SESSION

110/2022 | Trustee Irwin moved: That the Board meet in camera (1:03 p.m.).  
*CARRIED UNANIMOUSLY*

111/2022 | Trustee Allen moved: That the Board revert to regular session (1:33 p.m.)  
*CARRIED UNANIMOUSLY*

**BUSINESS ARISING FROM IN CAMERA**

112/2022 | Trustee Irwin moved: That the Board of Trustees approve Special Matter 2022-1.  
*CARRIED UNANIMOUSLY*

**ADJOURNMENT**

Board Chair Boymook declared the meeting adjourned at 1:40 p.m.

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Trina Boymook, Board Chair

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Mark Liguori, Superintendent



# RECOMMENDATION REPORT

**DATE:** June 16, 2022

**TO:** Board of Trustees

**FROM:** Mark Liguori, Superintendent

**SUBJECT:** Hillshire Boundary Adjustment

**ORIGINATOR:** Brent Dragon, Planner, Facility Services

**RESOURCE STAFF:** Brenda Fortin, Graphic Design Specialist, Communication Services

**REFERENCE:** Administrative Procedure 305, School Attendance Areas and Requests to Attend Non-Designated 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, management and investment in Division infrastructure.

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## RECOMMENDATION:

**That the Board of Trustees approve the proposed designation for the portion of the Hillshire neighborhood as presented.**

## BACKGROUND:

The Hillshire neighbourhood is currently in the early stages of development. Utility services for the first phase are expected to be complete within the next year. Residents will soon after move into the community. The majority of the Hillshire neighbourhood is designated to Pine Street Elementary for elementary, Sherwood Heights Junior High for junior high and Salisbury Composite High for high school. EIPS has identified a small portion of the Hillshire neighbourhood in phase 3 that is currently designated to Heritage Hills Elementary, F.R. Haythorne Junior High and Bev Facey Community High. These designations do not align with the majority of the Hillshire neighbourhood.

If approved, the portion of the Hillshire neighbourhood identified in Attachment 1 would be designated to Pine Street Elementary for elementary (see attachment 2 page 1), Sherwood Heights Junior High for junior high (see attachment 2 page 2) and Salisbury Composite High for high school (see attachment 2 page 3).



# RECOMMENDATION REPORT

Table 1 outlines the existing and proposed designation for the portion of the Hillshire neighbourhood identified in attachment 1.

	Current Designation	Proposed Designation
Elementary (K-6)	Heritage Hills Elementary	Pine Street Elementary
Junior High (7-9)	F.R. Haythorne Junior High	Sherwood Heights Junior High
Senior High (10-12)	Bev Facey Community High	Salisbury Composite High

### COMMUNICATION PLAN:

If approved, EIPS will update the boundary maps on the Division website. As there are no families residing within the area in question no additional communication is required.

### ATTACHMENT(S):

1. Attachment 1 – Impacted area
2. Attachment 2 – Proposed Urban Sherwood Park Boundaries
3. Attachment 3 – Proposed Rural Strathcona County Boundaries

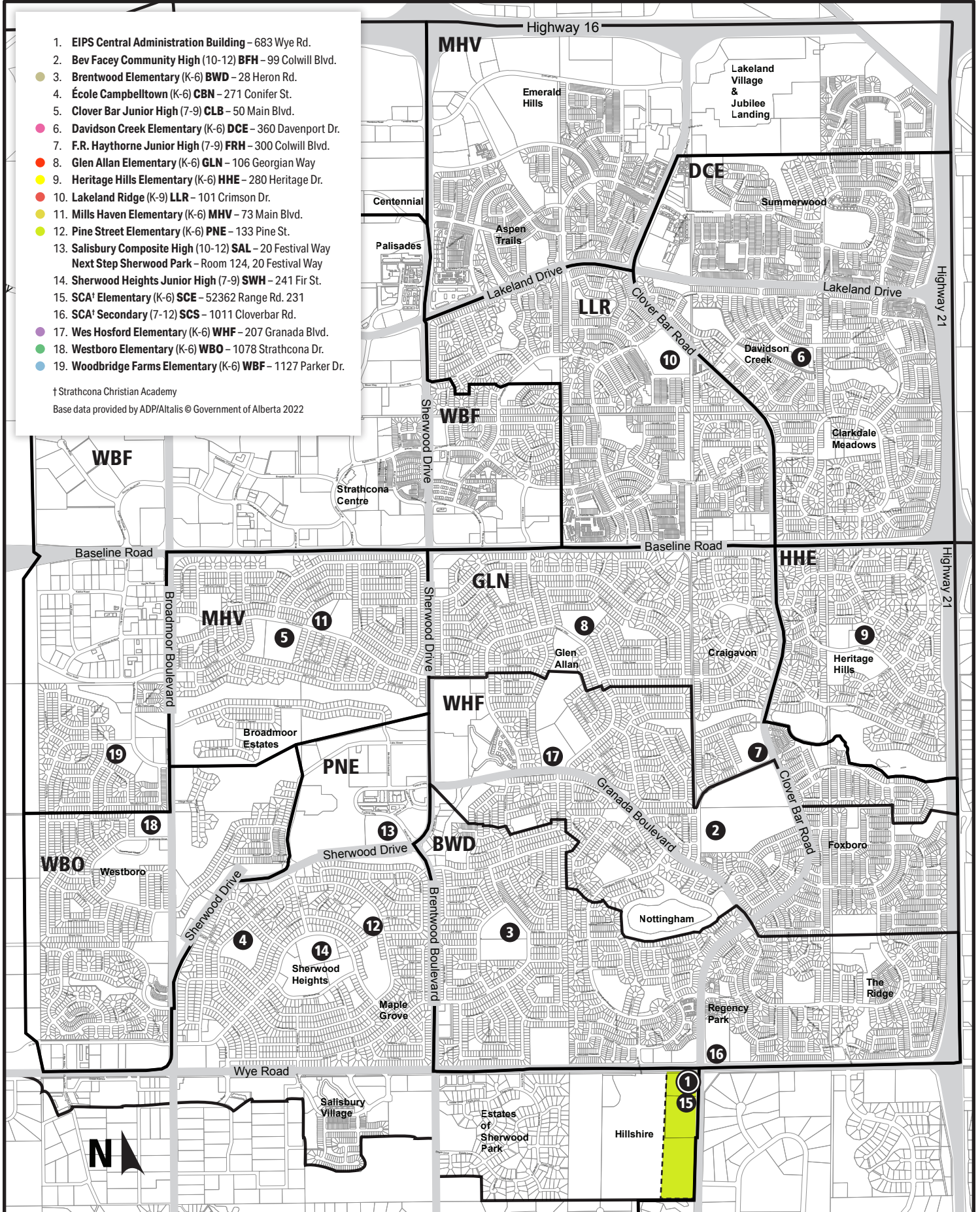
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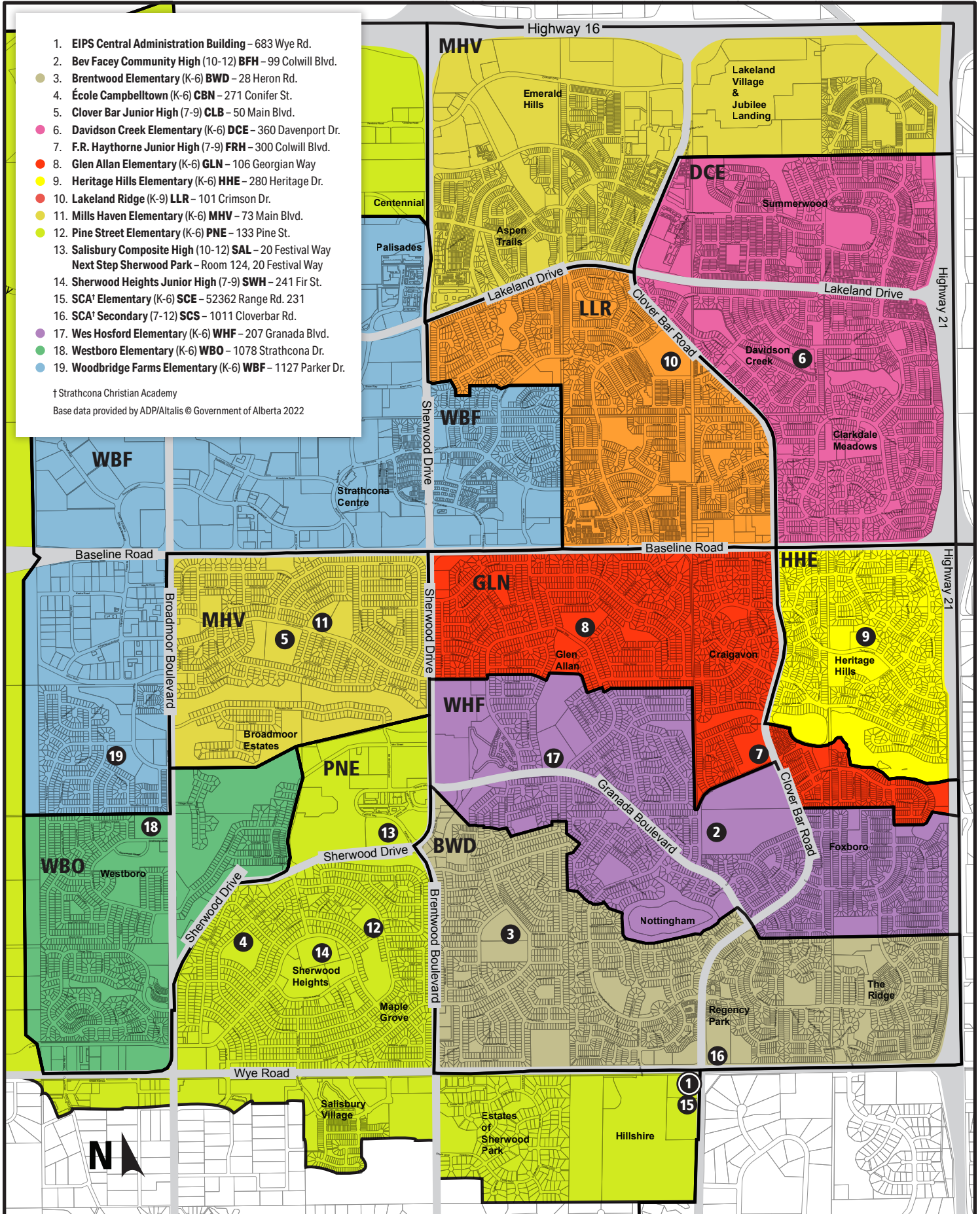


# Elementary Attendance Boundaries - affected area

## SHERWOOD PARK

Proposed June 2022









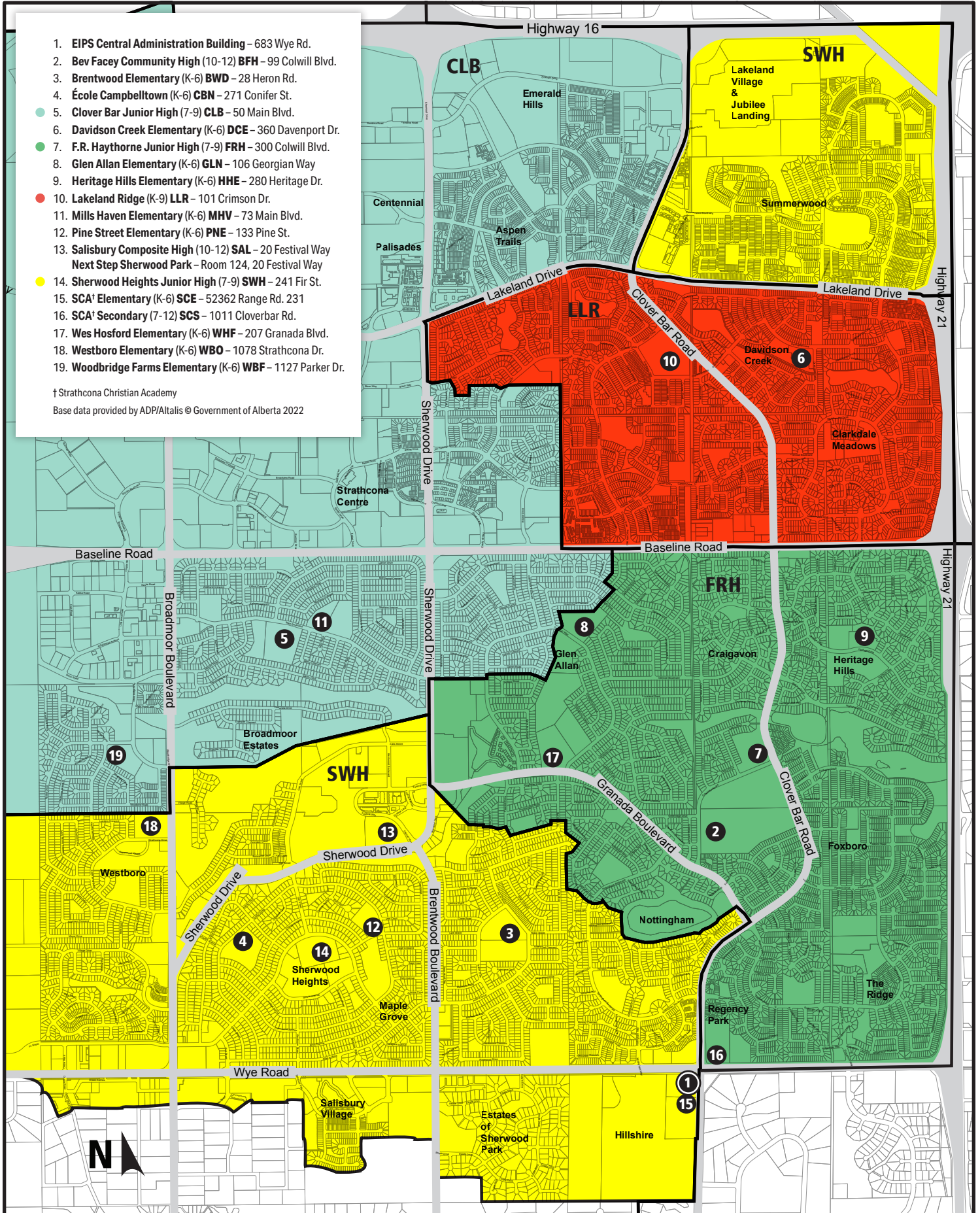
# Junior High Attendance Boundaries

## SHERWOOD PARK

1. EIPS Central Administration Building – 683 Wye Rd.
2. Bev Facey Community High (10-12) **BFH** – 99 Colwill Blvd.
3. Brentwood Elementary (K-6) **BWD** – 28 Heron Rd.
4. École Campbelltown (K-6) **CBN** – 271 Conifer St.
5. Clover Bar Junior High (7-9) **CLB** – 50 Main Blvd.
6. Davidson Creek Elementary (K-6) **DCE** – 360 Davenport Dr.
7. F.R. Haythorne Junior High (7-9) **FRH** – 300 Colwill Blvd.
8. Glen Allan Elementary (K-6) **GLN** – 106 Georgian Way
9. Heritage Hills Elementary (K-6) **HHE** – 280 Heritage Dr.
10. Lakeland Ridge (K-9) **LLR** – 101 Crimson Dr.
11. Mills Haven Elementary (K-6) **MHV** – 73 Main Blvd.
12. Pine Street Elementary (K-6) **PNE** – 133 Pine St.
13. Salisbury Composite High (10-12) **SAL** – 20 Festival Way  
Next Step Sherwood Park – Room 124, 20 Festival Way
14. Sherwood Heights Junior High (7-9) **SWH** – 241 Fir St.
15. SCA' Elementary (K-6) **SCE** – 52362 Range Rd. 231
16. SCA' Secondary (7-12) **SCS** – 1011 Cloverbar Rd.
17. Wes Hosford Elementary (K-6) **WHF** – 207 Granada Blvd.
18. Westboro Elementary (K-6) **WBO** – 1078 Strathcona Dr.
19. Woodbridge Farms Elementary (K-6) **WBF** – 1127 Parker Dr.

† Strathcona Christian Academy

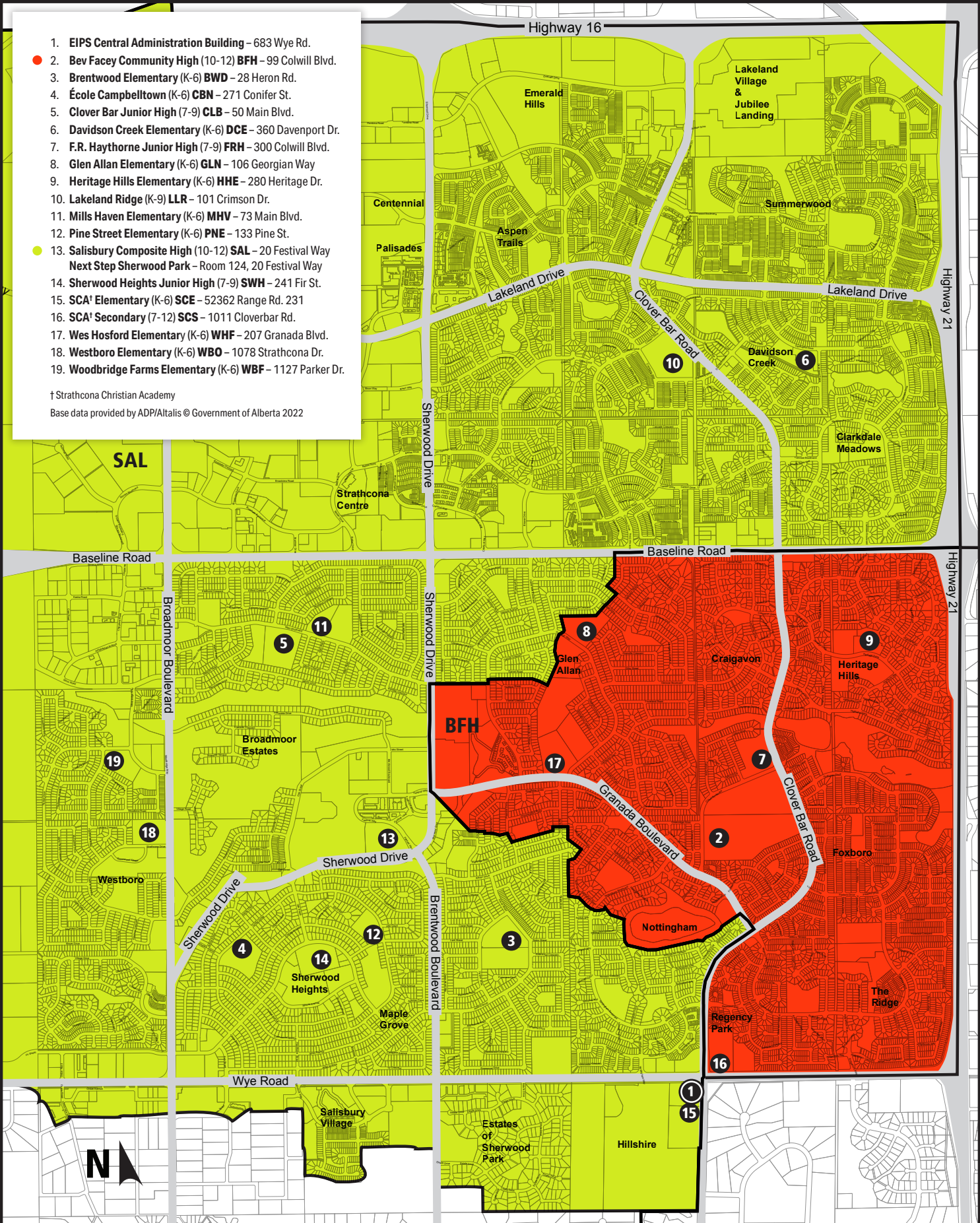
Base data provided by ADP/Altalis © Government of Alberta 2022





# Senior High Attendance Boundaries

## SHERWOOD PARK



1. EIPS Central Administration Building – 683 Wye Rd.
2. Bev Facey Community High (10-12) **BFH** – 99 Colwill Blvd.
3. Brentwood Elementary (K-6) **BWD** – 28 Heron Rd.
4. École Campbelltown (K-6) **CBN** – 271 Conifer St.
5. Clover Bar Junior High (7-9) **CLB** – 50 Main Blvd.
6. Davidson Creek Elementary (K-6) **DCE** – 360 Davenport Dr.
7. F.R. Haythorne Junior High (7-9) **FRH** – 300 Colwill Blvd.
8. Glen Allan Elementary (K-6) **GLN** – 106 Georgian Way
9. Heritage Hills Elementary (K-6) **HHE** – 280 Heritage Dr.
10. Lakeland Ridge (K-9) **LLR** – 101 Crimson Dr.
11. Mills Haven Elementary (K-6) **MHV** – 73 Main Blvd.
12. Pine Street Elementary (K-6) **PNE** – 133 Pine St.
13. Salisbury Composite High (10-12) **SAL** – 20 Festival Way
14. Next Step Sherwood Park – Room 124, 20 Festival Way
15. Sherwood Heights Junior High (7-9) **SWH** – 241 Fir St.
16. SCA' Elementary (K-6) **SCE** – 52362 Range Rd. 231
17. SCA' Secondary (7-12) **SCS** – 1011 Cloverbar Rd.
18. Wes Hosford Elementary (K-6) **WHF** – 207 Granada Blvd.
19. Westboro Elementary (K-6) **WBO** – 1078 Strathcona Dr.
20. Woodbridge Farms Elementary (K-6) **WBF** – 1127 Parker Dr.

† Strathcona Christian Academy  
 Base data provided by ADP/Altalis © Government of Alberta 2022



# Elementary Attendance Boundaries

## STRATHCONA COUNTY

### Strathcona County

- 1. **Ardrossan Elementary (K-6) AEL** – 53131 Range Rd. 222
- 2. **Ardrossan Junior Senior High (7-12) AJS** – 53129 Range Rd. 222
- 3. **Fultonvale Elementary Junior High (K-9) FTV** – 52029 Range Rd. 224
- 4. **Uncas Elementary (K-6) UNC** – 21313 Township Rd. 524

### Sherwood Park

See Sherwood Park Boundary Map for more detailed locations.

- 5. **Bev Facey Community High (10-12) BFH** – 99 Colwill Blvd.
- 6. **Brentwood Elementary (K-6) BWD** – 28 Heron Rd.
- 7. **École Campbelltown (K-6) CBN** – 271 Conifer St.
- 8. **Clover Bar Junior High (7-9) CLB** – 50 Main Blvd.
- 9. **Davidson Creek Elementary (K-6) DCE** – 360 Davenport Dr.
- 10. **F.R. Haythorne Junior High (7-9) FRH** – 300 Colwill Blvd.
- 11. **Glen Allan Elementary (K-6) GLN** – 106 Georgian Way
- 12. **Heritage Hills Elementary (K-6) HHE** – 280 Heritage Dr.
- 13. **Lakeland Ridge (K-9) LLR** – 101 Crimson Dr.
- 14. **Mills Haven Elementary (K-6) MHV** – 73 Main Blvd.
- 15. **Pine St. Elementary (K-6) PNE** – 133 Pine St.
- 16. **Salisbury Composite High (10-12) SAL** – 20 Festival Way
- **Next Step Sherwood Park (10-12) SPO** – Room 124, 20 Festival Way
- 17. **Sherwood Heights Junior High (7-9) SWH** – 241 Fir St.
- 18. **SCA' Elementary (K-6) SCE** – 52362 Range Rd. 231
- 19. **SCA' Secondary (7-12) SCS** – 1011 Cloverbar Rd.
- 20. **Wes Hosford Elementary (K-6) WHF** – 207 Granada Blvd.
- 21. **Westboro Elementary (K-6) WBO** – 1078 Strathcona Dr.
- 22. **Woodbridge Farms Elementary (K-6) WBF** – 1127 Parker Dr.

### Fort Saskatchewan

See Fort Saskatchewan Boundary Map for more detailed locations.

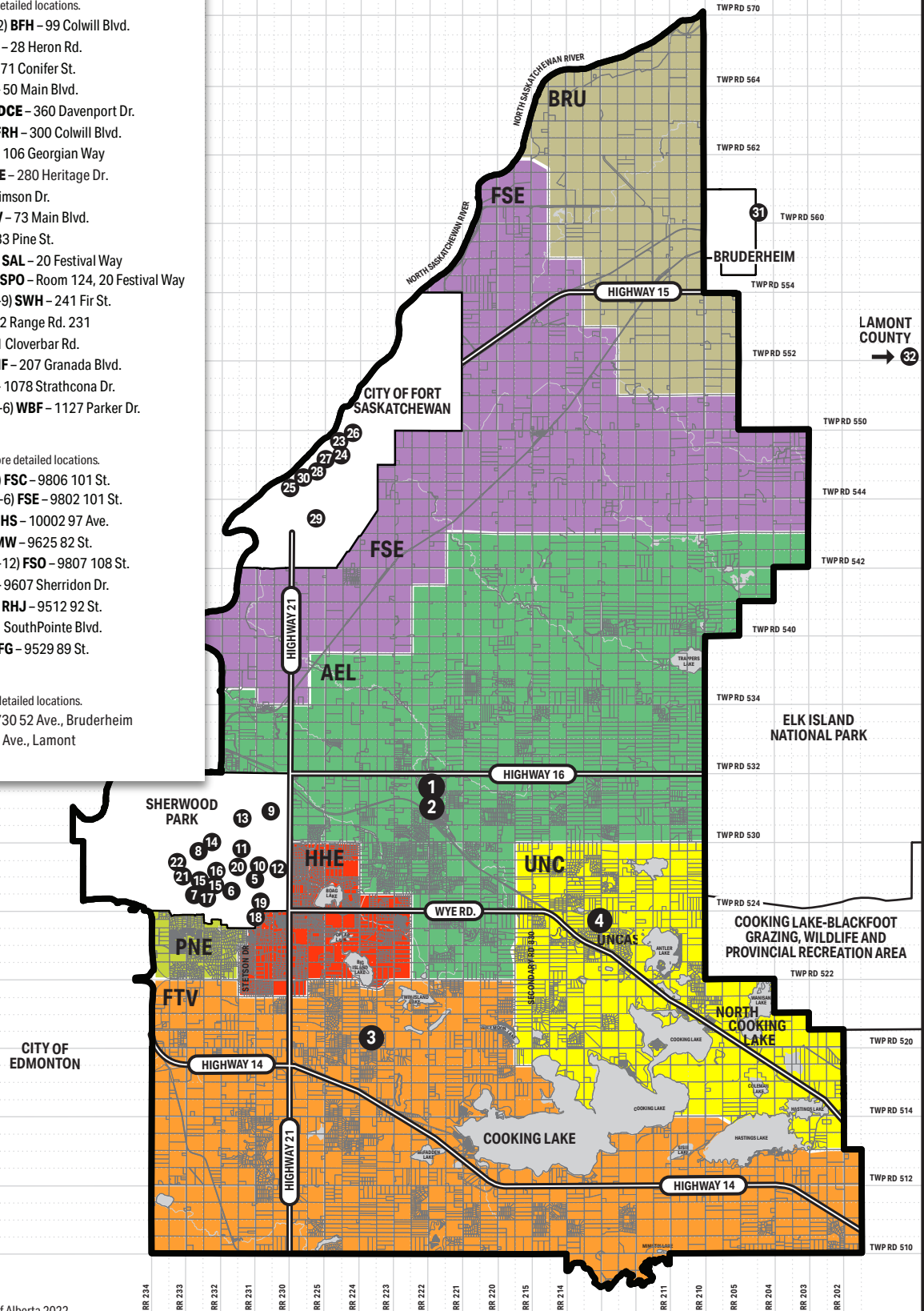
- 23. **Fort Saskatchewan Christian (K-9) FSC** – 9806 101 St.
- **Fort Saskatchewan Elementary (K-6) FSE** – 9802 101 St.
- 24. **Fort Saskatchewan High (10-12) FHS** – 10002 97 Ave.
- 25. **James Mowat Elementary (K-6) JMW** – 9625 82 St.
- 26. **Next Step Fort Saskatchewan (10-12) FSO** – 9807 108 St.
- 27. **École Parc Élémentaire (K-6) EPE** – 9607 Sherridon Dr.
- 28. **Rudolph Hennig Junior High (7-9) RHJ** – 9512 92 St.
- 29. **SouthPointe School (K-9) SPS** – 11 SouthPointe Blvd.
- 30. **Win Ferguson Elementary (K-6) WFG** – 9529 89 St.

### Lamont County

See Lamont County Boundary Map for more detailed locations.

- 31. **Bruderheim School (K-6) BRU** – 4730 52 Ave., Bruderheim
- 32. **Lamont High (7-12) LHS** – 4811 50 Ave., Lamont

\*Strathcona Christian Academy





# Junior High Attendance Boundaries

## STRATHCONA COUNTY

### Strathcona County

- 1. **Ardrossan Elementary (K-6) AEL** – 53131 Range Rd. 222
- 2. **Ardrossan Junior Senior High (7-12) AJS** – 53129 Range Rd. 222
- 3. **Fultonvale Elementary Junior High (K-9) FTV** – 52029 Range Rd. 224
- 4. **Uncas Elementary (K-6) UNC** – 21313 Township Rd. 524

### Sherwood Park

See Sherwood Park Boundary Map for more detailed locations.

- 5. **Bev Facey Community High (10-12) BFH** – 99 Colwill Blvd.
- 6. **Brentwood Elementary (K-6) BWD** – 28 Heron Rd.
- 7. **École Campbelltown (K-6) CBN** – 271 Conifer St.
- 8. **Clover Bar Junior High (7-9) CLB** – 50 Main Blvd.
- 9. **Davidson Creek Elementary (K-6) DCE** – 360 Davenport Dr.
- 10. **F.R. Haythorne Junior High (7-9) FRH** – 300 Colwill Blvd.
- 11. **Glen Allan Elementary (K-6) GLN** – 106 Georgian Way
- 12. **Heritage Hills Elementary (K-6) HHE** – 280 Heritage Dr.
- 13. **Lakeland Ridge (K-9) LLR** – 101 Crimson Dr.
- 14. **Mills Haven Elementary (K-6) MHV** – 73 Main Blvd.
- 15. **Pine St. Elementary (K-6) PNE** – 133 Pine St.
- 16. **Salisbury Composite High (10-12) SAL** – 20 Festival Way
- 17. **Next Step Sherwood Park (10-12) SPO** – Room 124, 20 Festival Way
- 18. **SCA' Elementary (K-6) SCE** – 52362 Range Rd. 231
- 19. **SCA' Secondary (7-12) SCS** – 1011 Cloverbar Rd.
- 20. **Wes Hosford Elementary (K-6) WHF** – 207 Granada Blvd.
- 21. **Westboro Elementary (K-6) WBO** – 1078 Strathcona Dr.
- 22. **Woodbridge Farms Elementary (K-6) WBF** – 1127 Parker Dr.

### Fort Saskatchewan

See Fort Saskatchewan Boundary Map for more detailed locations.

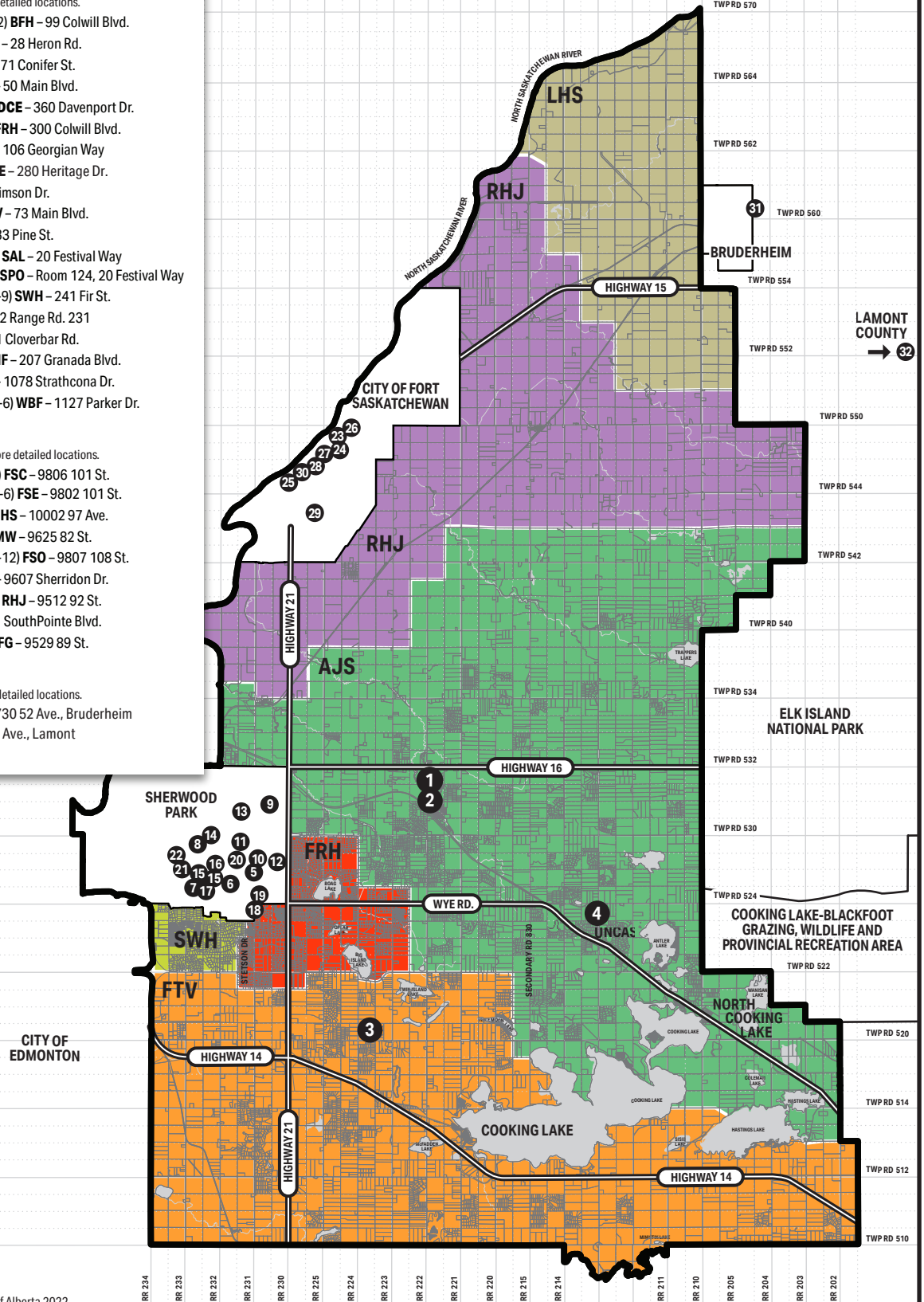
- 23. **Fort Saskatchewan Christian (K-9) FSC** – 9806 101 St.
- 24. **Fort Saskatchewan Elementary (K-6) FSE** – 9802 101 St.
- 25. **Fort Saskatchewan High (10-12) FHS** – 10002 97 Ave.
- 26. **James Mowat Elementary (K-6) JMW** – 9625 82 St.
- 27. **Next Step Fort Saskatchewan (10-12) FSO** – 9807 108 St.
- 28. **École Parc Élémentaire (K-6) EPE** – 9607 Sherridon Dr.
- 29. **Rudolph Hennig Junior High (7-9) RHJ** – 9512 92 St.
- 30. **SouthPointe School (K-9) SPS** – 11 SouthPointe Blvd.
- 31. **Win Ferguson Elementary (K-6) WFG** – 9529 89 St.

### Lamont County

See Lamont County Boundary Map for more detailed locations.

- 31. **Bruderheim School (K-6) BRU** – 4730 52 Ave., Bruderheim
- 32. **Lamont High (7-12) LHS** – 4811 50 Ave., Lamont

\*Strathcona Christian Academy





# Senior High Attendance Boundaries

## STRATHCONA COUNTY

### Strathcona County

- 1. **Ardrossan Elementary (K-6) AEL** – 53131 Range Rd. 222
- 2. **Ardrossan Junior Senior High (7-12) AJS** – 53129 Range Rd. 222
- 3. **Fultonvale Elementary Junior High (K-9) FTV** – 52029 Range Rd. 224
- 4. **Uncas Elementary (K-6) UNC** – 21313 Township Rd. 524

### Sherwood Park

See Sherwood Park Boundary Map for more detailed locations.

- 5. **Bev Facey Community High (10-12) BFH** – 99 Colwill Blvd.
- 6. **Brentwood Elementary (K-6) BWD** – 28 Heron Rd.
- 7. **École Campbelltown (K-6) CBN** – 271 Conifer St.
- 8. **Clover Bar Junior High (7-9) CLB** – 50 Main Blvd.
- 9. **Davidson Creek Elementary (K-6) DCE** – 360 Davenport Dr.
- 10. **F.R. Haythorne Junior High (7-9) FRH** – 300 Colwill Blvd.
- 11. **Glen Allan Elementary (K-6) GLN** – 106 Georgian Way
- 12. **Heritage Hills Elementary (K-6) HHE** – 280 Heritage Dr.
- 13. **Lakeland Ridge (K-9) LLR** – 101 Crimson Dr.
- 14. **Mills Haven Elementary (K-6) MHV** – 73 Main Blvd.
- 15. **Pine St. Elementary (K-6) PNE** – 133 Pine St.
- 16. **Salisbury Composite High (10-12) SAL** – 20 Festival Way
- 17. **Next Step Sherwood Park (10-12) SPO** – Room 124, 20 Festival Way
- 18. **SCA' Elementary (K-6) SCE** – 52362 Range Rd. 231
- 19. **SCA' Secondary (7-12) SCS** – 1011 Cloverbar Rd.
- 20. **Wes Hosford Elementary (K-6) WHF** – 207 Granada Blvd.
- 21. **Westboro Elementary (K-6) WBO** – 1078 Strathcona Dr.
- 22. **Woodbridge Farms Elementary (K-6) WBF** – 1127 Parker Dr.

### Fort Saskatchewan

See Fort Saskatchewan Boundary Map for more detailed locations.

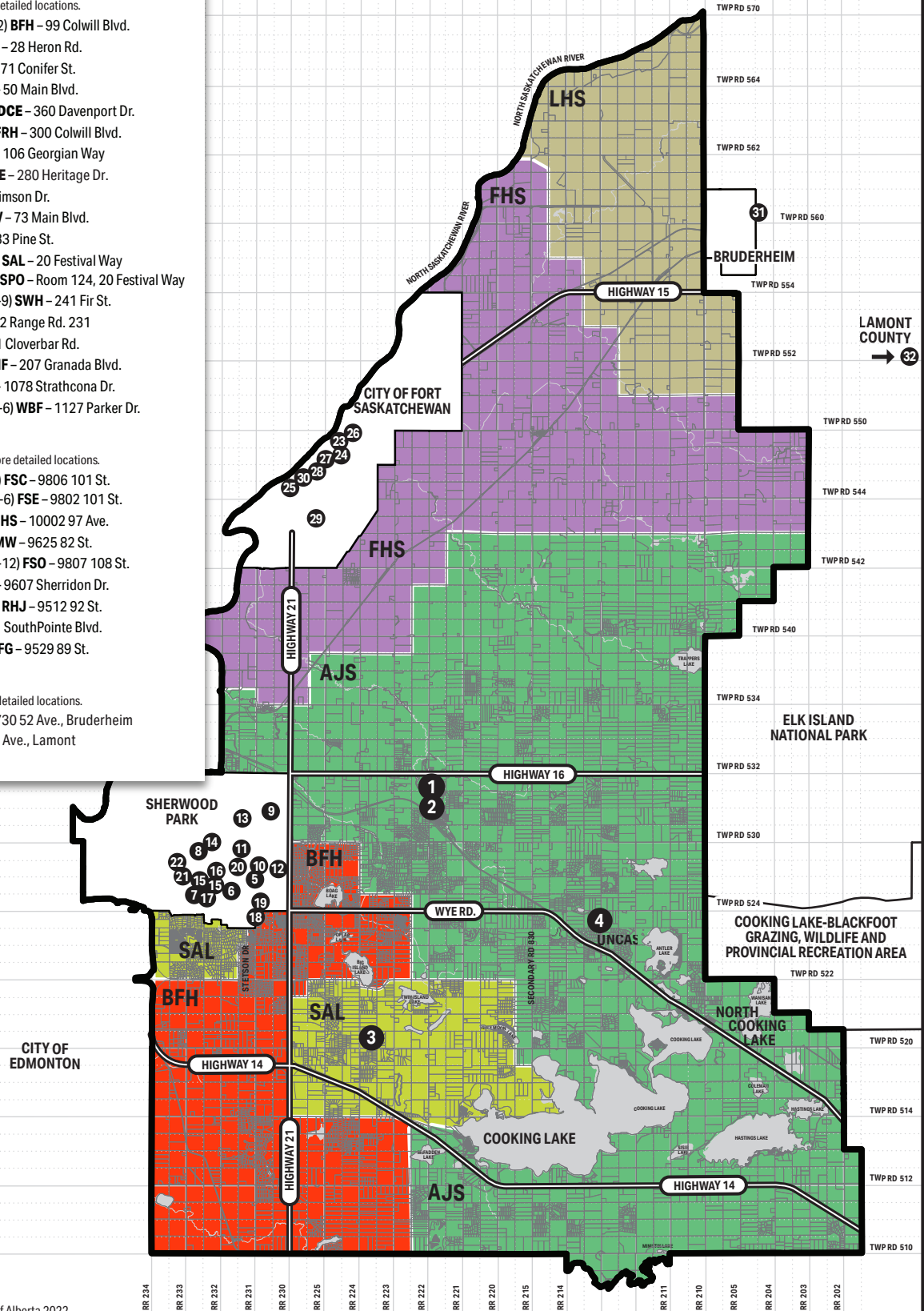
- 23. **Fort Saskatchewan Christian (K-9) FSC** – 9806 101 St.
- 24. **Fort Saskatchewan High (10-12) FHS** – 10002 97 Ave.
- 25. **James Mowat Elementary (K-6) JMW** – 9625 82 St.
- 26. **Next Step Fort Saskatchewan (10-12) FSO** – 9807 108 St.
- 27. **École Parc Élémentaire (K-6) EPE** – 9607 Sherridon Dr.
- 28. **Rudolph Hennig Junior High (7-9) RHJ** – 9512 92 St.
- 29. **SouthPointe School (K-9) SPS** – 11 SouthPointe Blvd.
- 30. **Win Ferguson Elementary (K-6) WFG** – 9529 89 St.

### Lamont County

See Lamont County Boundary Map for more detailed locations.

- 31. **Bruderheim School (K-6) BRU** – 4730 52 Ave., Bruderheim
- 32. **Lamont High (7-12) LHS** – 4811 50 Ave., Lamont

\*Strathcona Christian Academy





# RECOMMENDATION REPORT

**DATE:** June 16, 2022  
**TO:** Board of Trustees  
**FROM:** Policy Committee  
**SUBJECT:** Board Policy 8: Board Committees  
**ORIGINATOR:** Randy Footz, Trustee, Policy Committee Chair  
**RESOURCE STAFF:** Mark Liguori, Superintendent  
**REFERENCE:** Board Policy 10: Policy Making  
**EIPS PRIORITY:** Enhance public education through effective engagement.  
**EIPS GOAL:** Engaged and effective governance.  
**EIPS OUTCOME:** The Division is committed to engagement and advocacy to enhance public education.

---

## **RECOMMENDATION:**

**That the Board of Trustees approve amendments to Board Policy 8: Board Committees, 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.

As per Board Policy 10: Policy Making, the Policy Committee receives feedback/information from trustees/administration/stakeholders and develops policy positions as directed by the Board. Policies are reviewed annually and the Policy Committee provides recommendations to the Board on required additions, amendments and deletions.

The Policy Committee is proposing amendments for improved readability and conciseness, as shown in Attachment 1, including:

1. Pre-amble remove the words "of the Board" for conciseness
2. 2.3.1 replace "Chair of the Committee" with "Committee Chair" for conciseness
3. 4.2.1 remove the word "discuss" for conciseness
4. 5.2.1 remove the sentence in brackets for conciseness
5. 6.2.1 remove from "time to time" and replace with "as necessary"
6. 7.2.1 replace "trustee designate" with "the designated acting chair" to align with the annual acting chair appointments
7. 8.3.2 add "or designate" with "and/or designate" to account for designated staff participation.



# RECOMMENDATION REPORT

## **COMMUNICATION PLAN:**

Once approved, the Board Policies and Administrative Procedures will be updated on the website and StaffConnect, and stakeholders will be advised.

## **ATTACHMENT(S):**

1. Board Policy 8: Board Committees (marked)
2. Board Policy 8: Board Committees (unmarked)

## Policy 8

# BOARD COMMITTEES

The Board may delegate specific powers and duties to committees ~~of the Board~~ that are established by the Board, subject to the restrictions on delegation in the *Education Act*.

### General Requirements

1. The Board may appoint standing committees and ad hoc committees and shall prescribe their powers and duties.
2. The Board Chair shall act as an ex-officio member, with voting privileges, of all committees appointed by the Board, with the exception of the Student Expulsion Committee and Teachers' Collective Agreement Negotiations Committee.

### Standing Committees

Standing committees are usually appointed annually at the Board meeting subsequent to the Organizational Meeting. The appointed member shall serve on the committee for approximately one year unless s/he is unable to perform the duties assigned or until replaced by a subsequent appointment.

#### 1. Board Caucus

##### 1.1. Purpose

- 1.1.1. To provide a forum for discussion.
- 1.1.2. To solicit and receive information from the Superintendent relevant to the development of various system activities and plans pertinent to Board operations.
- 1.1.3. To assign work to be undertaken.

##### 1.2. Powers and duties

- 1.2.1. Make recommendations for agenda items for subsequent Board meetings.
- 1.2.2. Maintain confidentiality of proceedings unless otherwise stated.

##### 1.3. Membership

- 1.3.1. Includes all trustees and the Superintendent and/or designate(s).

#### 2. Audit

##### 2.1. Purpose

- 2.1.1. To assist the Board of Trustees in ensuring the assets of Elk Island Public Schools (EIPS) are preserved and resources utilized, as approved.

##### 2.2. Powers of duties

- 2.2.1. To oversee the processes for managing and reporting on financial activities and related internal controls. Specifically, the Audit Committee will:

2.2.1.1. Recommend the appointment of the external auditor,

2.2.1.2. Review the audit plan,



- 2.2.1.3. Assess the effectiveness of the auditor,
- 2.2.1.4. Review the annual financial statements and audit findings,
- 2.2.1.5. Assess the effectiveness of the Division's internal controls, and obtain reports on internal audit findings and recommendations,
- 2.2.1.6. Review the external auditor's assessment of internal controls and obtain reports on significant findings and recommendations,
- 2.2.1.7. Assess compliance with applicable legislation, regulations and guidelines,
- 2.2.1.8. Report findings and information to the Board.

### 2.3. Membership

- 2.3.1. Board Vice-Chair, who shall serve as Committee Chair ~~of the Committee~~, and two other trustees.
- 2.3.2. Two community members
  - 2.3.2.1. Community members are resident of EIPS, are independent of EIPS and not an employee or spouse of an employee, and are financially literate.
  - 2.3.2.2. Community members shall serve a two-year term and may apply to serve an additional term to a maximum of two consecutive terms.
  - 2.3.2.3. Selection of community members shall be made by the Committee of the Whole and Secretary-Treasurer.
- 2.3.3. Superintendent and/or designate
- 2.3.4. Secretary-Treasurer
- 2.3.5. Director, Financial Services
- 2.3.6. Other members of administration or the external auditors will be invited to attend, as required.
- 2.3.7. The Board shall have the power at any time to remove members of the Audit Committee, with or without cause, by a majority vote.

### 2.4. Meetings

- 2.4.1. The Audit Committee shall meet twice per year and may convene additional meetings as circumstances require.
- 2.4.2. A recording secretary shall prepare the agenda in consultation with the Chair and take meeting summaries for all meetings.

### 2.5. Compensation

- 2.5.1. Mileage will be paid for community members to and from Audit Committee meetings at approved mileage rates.

## 3. Board Highlights

### 3.1. Purpose

- 3.1.1. To establish content of the Board Highlights.

### 3.2. Powers and duties

- 3.2.1. Approve for circulation the Board Highlights.

### 3.3. Membership

- 3.3.1. Board Chair
- 3.3.2. Superintendent and/or designate(s).
- 3.4. Meetings
  - 3.4.1. As required to develop Board Highlights.
- 4. **Policy**
  - 4.1. Purpose
    - 4.1.1. To ensure the Board Policy Handbook is current and relevant.
  - 4.2. Powers and duties
    - 4.2.1. To receive information from trustees/administration/stakeholders and to ~~discuss~~/develop policies as directed by the Board.
    - 4.2.2. To review existing Board Policies annually as per [Board Policy 10: Policy Making](#) and provide recommendations to the Board to amend or rescind policies as required.
    - 4.2.3. To bring forward the committee's recommendations to add, amend or rescind policies to the Board at a regular public Board meeting.
  - 4.3. Membership
    - 4.3.1. One trustee to serve as Chair and two other trustees.
    - 4.3.2. Superintendent and/or designate(s).
  - 4.4. Meetings
    - 4.4.1. A minimum of five meetings shall be held during the school year. Additional meetings may be arranged by the Chair.
    - 4.4.2. A recording secretary shall prepare the agenda in consultation with the Chair and take meeting summaries for all meetings.
- 5. **Student Expulsion**
  - 5.1. Purpose
    - 5.1.1. To make decisions regarding the recommendations for the expulsion of any student.
  - 5.2. Powers and duties
    - 5.2.1. On a recommendation for expulsion, reinstate or expel the student. (~~If reinstated, state date for return and conditions to be met. If expelled, state term of expulsion and conditions for re-entry~~).
    - 5.2.2. Inform the Board of the action taken by the Committee.
  - 5.3. Membership
    - 5.3.1. One trustee to serve as Chair and two other trustees.
  - 5.4. Meetings
    - 5.4.1. As detailed in [Board Policy 13: Appeals and Hearings Regarding Student Matters](#).
- 6. **Teachers' Collective Agreement Negotiations**
  - 6.1. Purpose
    - 6.1.1. To negotiate and conclude Memoranda of Agreement for recommendation to the Board.

## 6.2. Powers and duties

- 6.2.1. Report to the Board ~~from time to time~~ as necessary.
- 6.2.2. Maintain confidentiality of negotiation proceedings.

## 6.3. Membership

- 6.3.1. Three trustees
- 6.3.2. Superintendent and/or designate(s)
- 6.3.3. The Board will appoint the Chair and Vice-Chair.

## 6.4. Meetings

- 6.4.1. To be called by the Committee Chair.

## 7. **Agenda Review**

### 7.1. Purpose

- 7.1.1. To set the order of business for public meetings of the Board.

### 7.2. Membership

- 7.2.1. Chair of the Board, Vice-Chair of the Board, and the designated acting chair  
~~trustee designate~~
- 7.2.2. Superintendent and/or designate
- 7.2.3. Secretary-Treasurer.

### 7.3. Meetings

- 7.3.1. Monthly meetings shall be held during the school year. Additional meetings may be arranged by the Chair.
- 7.3.2. The Executive Assistant to the Board will serve as secretary.

## 8. **Advocacy**

### 8.1. Purpose

- 8.1.1. Support the ongoing advocacy efforts of the Board.

### 8.2. Powers and duties

- 8.2.1. Develop an action plan to support the Board's identified advocacy plan
- 8.2.2. Identify key messages to support the advocacy plan

### 8.3. Membership

- 8.3.1. Chair of the Board (Committee Chair) and two other trustees
- 8.3.2. Superintendent and/or designate
- 8.3.3. Associate Superintendent, Supports for Students
- 8.3.4. Director, Communications.

### 8.4. Meetings

- 8.4.1. Four meetings shall be held during the school year. Additional meetings may be arranged by the Chair.

## **Ad Hoc Committees**

An ad hoc committee may be established to assist the Board on a specific purpose for a specific period of time. The terms of reference for each ad hoc committee will be established by Board motion at the time of the formation.

## Resource Personnel

The Superintendent may appoint resource personnel to work with committees and shall determine the roles, responsibilities, and reporting requirements of the resource personnel.

## Reference:

Sections 33, 37, 51, 52, 53, 64, 67, 222 *Education Act*

<b>Last reviewed:</b>	<b>Last updated:</b>
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	Sept. 17, 2015
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	Feb. 18, 2016
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	June 16, 2016
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Oct. 24, 2016	
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	Jan. 26, 2017
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	Feb. 15, 2018
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	Aug. 30, 2018
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Dec. 18, 2019	Jan. 24, 2019
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May 7, 2019	June 25, 2019
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	Dec. 11, 2019
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Jan. 30, 2020	Feb. 11, 2020
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April 14, 2020	April 23, 2020
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April 13, 2021	May 26, 2021
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<u>March 1, 2022</u>	
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<u>May 10, 2022</u>	
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## Policy 8

# BOARD COMMITTEES

The Board may delegate specific powers and duties to committees that are established by the Board, subject to the restrictions on delegation in the *Education Act*.

### General Requirements

1. The Board may appoint standing committees and ad hoc committees and shall prescribe their powers and duties.
2. The Board Chair shall act as an ex-officio member, with voting privileges, of all committees appointed by the Board, with the exception of the Student Expulsion Committee and Teachers' Collective Agreement Negotiations Committee.

### Standing Committees

Standing committees are usually appointed annually at the Board meeting subsequent to the Organizational Meeting. The appointed member shall serve on the committee for approximately one year unless s/he is unable to perform the duties assigned or until replaced by a subsequent appointment.

#### 1. Board Caucus

##### 1.1. Purpose

- 1.1.1. To provide a forum for discussion.
- 1.1.2. To solicit and receive information from the Superintendent relevant to the development of various system activities and plans pertinent to Board operations.
- 1.1.3. To assign work to be undertaken.

##### 1.2. Powers and duties

- 1.2.1. Make recommendations for agenda items for subsequent Board meetings.
- 1.2.2. Maintain confidentiality of proceedings unless otherwise stated.

##### 1.3. Membership

- 1.3.1. Includes all trustees and the Superintendent and/or designate(s).

#### 2. Audit

##### 2.1. Purpose

- 2.1.1. To assist the Board of Trustees in ensuring the assets of Elk Island Public Schools (EIPS) are preserved and resources utilized, as approved.

##### 2.2. Powers of duties

- 2.2.1. To oversee the processes for managing and reporting on financial activities and related internal controls. Specifically, the Audit Committee will:

2.2.1.1. Recommend the appointment of the external auditor,

2.2.1.2. Review the audit plan,

- 2.2.1.3. Assess the effectiveness of the auditor,
- 2.2.1.4. Review the annual financial statements and audit findings,
- 2.2.1.5. Assess the effectiveness of the Division's internal controls, and obtain reports on internal audit findings and recommendations,
- 2.2.1.6. Review the external auditor's assessment of internal controls and obtain reports on significant findings and recommendations,
- 2.2.1.7. Assess compliance with applicable legislation, regulations and guidelines,
- 2.2.1.8. Report findings and information to the Board.

### 2.3. Membership

- 2.3.1. Board Vice-Chair, who shall serve as Committee Chair, and two other trustees.
- 2.3.2. Two community members
  - 2.3.2.1. Community members are resident of EIPS, are independent of EIPS and not an employee or spouse of an employee, and are financially literate.
  - 2.3.2.2. Community members shall serve a two-year term and may apply to serve an additional term to a maximum of two consecutive terms.
  - 2.3.2.3. Selection of community members shall be made by the Committee of the Whole and Secretary-Treasurer.
- 2.3.3. Superintendent and/or designate
- 2.3.4. Secretary-Treasurer
- 2.3.5. Director, Financial Services
- 2.3.6. Other members of administration or the external auditors will be invited to attend, as required.
- 2.3.7. The Board shall have the power at any time to remove members of the Audit Committee, with or without cause, by a majority vote.

### 2.4. Meetings

- 2.4.1. The Audit Committee shall meet twice per year and may convene additional meetings as circumstances require.
- 2.4.2. A recording secretary shall prepare the agenda in consultation with the Chair and take meeting summaries for all meetings.

### 2.5. Compensation

- 2.5.1. Mileage will be paid for community members to and from Audit Committee meetings at approved mileage rates.

## 3. **Board Highlights**

### 3.1. Purpose

- 3.1.1. To establish content of the Board Highlights.

### 3.2. Powers and duties

- 3.2.1. Approve for circulation the Board Highlights.

### 3.3. Membership

- 3.3.1. Board Chair

- 3.3.2. Superintendent and/or designate(s).
- 3.4. Meetings
  - 3.4.1. As required to develop Board Highlights.
- 4. **Policy**
  - 4.1. Purpose
    - 4.1.1. To ensure the Board Policy Handbook is current and relevant.
  - 4.2. Powers and duties
    - 4.2.1. To receive information from trustees/administration/stakeholders and to develop policies as directed by the Board.
    - 4.2.2. To review existing Board Policies annually as per [Board Policy 10: Policy Making](#) and provide recommendations to the Board to amend or rescind policies as required.
    - 4.2.3. To bring forward the committee's recommendations to add, amend or rescind policies to the Board at a regular public Board meeting.
  - 4.3. Membership
    - 4.3.1. One trustee to serve as Chair and two other trustees.
    - 4.3.2. Superintendent and/or designate(s).
  - 4.4. Meetings
    - 4.4.1. A minimum of five meetings shall be held during the school year. Additional meetings may be arranged by the Chair.
    - 4.4.2. A recording secretary shall prepare the agenda in consultation with the Chair and take meeting summaries for all meetings.
- 5. **Student Expulsion**
  - 5.1. Purpose
    - 5.1.1. To make decisions regarding the recommendations for the expulsion of any student.
  - 5.2. Powers and duties
    - 5.2.1. On a recommendation for expulsion, reinstate or expel the student.
    - 5.2.2. Inform the Board of the action taken by the Committee.
  - 5.3. Membership
    - 5.3.1. One trustee to serve as Chair and two other trustees.
  - 5.4. Meetings
    - 5.4.1. As detailed in [Board Policy 13: Appeals and Hearings Regarding Student Matters](#).
- 6. **Teachers' Collective Agreement Negotiations**
  - 6.1. Purpose
    - 6.1.1. To negotiate and conclude Memoranda of Agreement for recommendation to the Board.
  - 6.2. Powers and duties
    - 6.2.1. Report to the Board as necessary.
    - 6.2.2. Maintain confidentiality of negotiation proceedings.

- 6.3. Membership
  - 6.3.1. Three trustees
  - 6.3.2. Superintendent and/or designate(s)
  - 6.3.3. The Board will appoint the Chair and Vice-Chair.
- 6.4. Meetings
  - 6.4.1. To be called by the Committee Chair.
- 7. **Agenda Review**
  - 7.1. Purpose
    - 7.1.1. To set the order of business for public meetings of the Board.
  - 7.2. Membership
    - 7.2.1. Chair of the Board, Vice-Chair of the Board, and the designated acting chair
    - 7.2.2. Superintendent and/or designate
    - 7.2.3. Secretary-Treasurer.
  - 7.3. Meetings
    - 7.3.1. Monthly meetings shall be held during the school year. Additional meetings may be arranged by the Chair.
    - 7.3.2. The Executive Assistant to the Board will serve as secretary.
- 8. **Advocacy**
  - 8.1. Purpose
    - 8.1.1. Support the ongoing advocacy efforts of the Board.
  - 8.2. Powers and duties
    - 8.2.1. Develop an action plan to support the Board's identified advocacy plan
    - 8.2.2. Identify key messages to support the advocacy plan
  - 8.3. Membership
    - 8.3.1. Chair of the Board (Committee Chair) and two other trustees
    - 8.3.2. Superintendent and/or designate
    - 8.3.3. Associate Superintendent, Supports for Students
    - 8.3.4. Director, Communications.
  - 8.4. Meetings
    - 8.4.1. Four meetings shall be held during the school year. Additional meetings may be arranged by the Chair.

### **Ad Hoc Committees**

An ad hoc committee may be established to assist the Board on a specific purpose for a specific period of time. The terms of reference for each ad hoc committee will be established by Board motion at the time of the formation.

### **Resource Personnel**

The Superintendent may appoint resource personnel to work with committees and shall determine the roles, responsibilities, and reporting requirements of the resource personnel.



**Reference:**

Sections 33, 37, 51, 52, 53, 64, 67, 222 *Education Act*

<b>Last reviewed:</b>	<b>Last updated:</b>
	Sept. 17, 2015
	Feb. 18, 2016
	June 16, 2016
Oct. 24, 2016	
	Jan. 26, 2017
	Feb. 15, 2018
	Aug. 30, 2018
Dec. 18, 2019	Jan. 24, 2019
May 7, 2019	June 25, 2019
	Dec. 11, 2019
Jan. 30, 2020	Feb. 11, 2020
April 14, 2020	April 23, 2020
April 13, 2021	May 26, 2021
March 1, 2022	
May 10, 2022	



# RECOMMENDATION REPORT

**DATE:** June 16, 2022  
**TO:** Board of Trustees  
**FROM:** Policy Committee  
**SUBJECT:** Board Policy 25: Petitions and Public Notices  
**ORIGINATOR:** Randy Footz, Trustee, Policy Committee Chair  
**RESOURCE STAFF:** Mark Liguori, Superintendent  
**REFERENCE:** Board Policy 10: Policy Making  
**EIPS PRIORITY:** Enhance public education through effective engagement.  
**EIPS GOAL:** Engaged and effective governance.  
**EIPS OUTCOME:** The Division is committed to engagement and advocacy to enhance public education.

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**RECOMMENDATION:**

**That the Board of Trustees approve amendments to Board Policy 25: Petitions and Public Notices, 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.

As per Board Policy 10: Policy Making, the Policy Committee receives feedback/information from trustees/administration/stakeholders and develops policy positions as directed by the Board. Policies are reviewed annually and the Policy Committee provides recommendations to the Board on required additions, amendments and deletions.

The Policy Committee is proposing an amendment to section 2.2 to provide more clarity and understanding, as follows:

*"A petition must be signed by the number of electors that is equal to at least 10% of the number of funded students in the Division, or 5,000 electors whichever is less and include the following for each petitioner:"*

**COMMUNICATION PLAN:**

Once approved, the Board Policies and Administrative Procedures will be updated on the website and StaffConnect, and stakeholders will be advised.

**ATTACHMENT(S):**

1. Policy 25: Petitions and Public Notices (marked)
2. Policy 25: Petitions and Public Notices (unmarked)

## Policy 25

# PETITIONS AND PUBLIC NOTICES

Petitions may be used to express public opinion. Petitions are requests to provide support or opposition on a matter. Petitions that meet all requirements can be used to request the Board of Trustees to consider taking action on a specific issue.

### 1. Definitions

- 1.1. Elector:  
a person who is eligible to vote in an election as defined in section 1 of the *Municipal Government Act* and section 1 of the *Local Authorities Election Act*.
- 1.2. Petition:  
a formal request to the Board of Trustees signed by a number of electors.
- 1.3. Petitioner:  
an elector as defined above and who signs a petition.
- 1.4. Witness:  
an adult person who claims that he or she was personally present and saw the petitioner sign his or her name.

### 2. Petitions

- 2.1. Each page of the petition must contain:
  - 2.1.1. an identical statement of the purpose of the petition; and
  - 2.1.2. an identical statement on the protection of personal information.
- 2.2. A petition must be signed by ~~at least the lesser of 5,000 electors, and~~ the number of electors that is equal to at least 10% of the number of funded students ~~of the board, in a the Division, or 5,000 electors whichever is less~~ and include the following for each petitioner:
  - 2.2.1. the printed surname and given names of the petitioner;
  - 2.2.2. the signature of the petitioner;
  - 2.2.3. the street address of the petitioner or legal land description on which the petitioner resides;
  - 2.2.4. the petitioner's telephone number or e-mail address;
  - 2.2.5. the date on which the petitioner signs the petition; and
  - 2.2.6. the signature of an adult witness next to each petitioner's signature.
    - 2.2.6.1. The witness must undertake an affidavit that, to the best of the person's knowledge, the signatures witnessed are those of persons entitled to sign the petition. This requires the witness to determine, at a minimum, that the petitioner:
      - 2.2.6.1.1. is at least 18 years old; and
      - 2.2.6.1.2. resides in the jurisdiction of Elk Island Public Schools.
    - 2.2.6.2. The witness must be present and see the person sign the petition document.
- 2.3. No name shall be removed from a petition after it has been received by the Board.
- 2.4. When the petitioners wish to present a petition to the Board, they shall do so by filing the petition with the Secretary-Treasurer.

- 2.5. When a petition is filed with the Secretary-Treasurer, the Secretary-Treasurer shall:
    - 2.5.1. determine the number of petitioners that have signed the petition;
    - 2.5.2. determine whether the petition meets the requirements of section 2.1 and 2.2;  
and
    - 2.5.3. having made the determination under section 2.5.1 and 2.5.2, declare the results of the Secretary-Treasurer's determination, and provide written notification of the declaration to the petitioners.
  - 2.6. If a petition is found under section 2.5 to be insufficient, the Board shall proceed as if the petition had not been presented to the Board.
  - 2.7. Where it is determined that a petition is insufficient, the petitioners may appeal the determination as per the legislation.
  - 2.8. If a petition is determined sufficient by the Secretary-Treasurer, the Board shall, within 30 days of the date of the written notification declaring the results of the determination made under section 2.5, establish a committee to review the petition.
  - 2.9. The committee shall review the purpose of the petition and provide recommendations to the Board in response to the purpose of the petition.
  - 2.10. The Secretary-Treasurer shall provide the petitioners with written notification of the outcomes of the review within 90 days of the date of the written notification declaring the results of the determination made under section 2.5.
- 3. Public Notices**
- 3.1. When public notice, including notice of a public meeting, is required to be given under the *Education Act*, the notice must be given:
    - 3.1.1. by publishing the notice at least once a week for two consecutive weeks in at least one newspaper that has general circulation in the area of the Division;
    - 3.1.2. by posting the notice for 10 business days in at least two areas that the Secretary-Treasurer considers appropriate.

**Reference:**

Section 247 *Education Act*

Last reviewed:	Last updated:
April 23, 2020	April 23, 2020
June 2, 2021	June 2, 2021

[May 10, 2022](#)

## Policy 25

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**Reference:**

Section 247 *Education Act*

Last reviewed:	Last updated:
April 23, 2020	April 23, 2020
June 2, 2021	June 2, 2021
May 10, 2022	



# RECOMMENDATION REPORT

**DATE:** June 16, 2022  
**TO:** Board of Trustees  
**FROM:** Policy Committee  
**SUBJECT:** Board Policy 26: School Dispute Resolution  
**ORIGINATOR:** Randy Footz, Trustee, Policy Committee Chair  
**RESOURCE STAFF:** Mark Liguori, Superintendent  
**REFERENCE:** Board Policy 10: Policy Making  
**EIPS PRIORITY:** Enhance public education through effective engagement.  
**EIPS GOAL:** Engaged and effective governance.  
**EIPS OUTCOME:** The Division is committed to engagement and advocacy to enhance public education.

---

**RECOMMENDATION:**

**That the Board of Trustees approve amendments to Board Policy 26: School Dispute Resolution, 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.

As per Board Policy 10: Policy Making, the Policy Committee receives feedback/information from trustees/administration/stakeholders and develops policy positions as directed by the Board. Policies are reviewed annually and the Policy Committee provides recommendations to the Board on required additions, amendments and deletions.

The Policy Committee is proposing amendments, as shown in Attachment 1, as follows:

1. Reword section 4 for clarity and relevancy should a parent feel the dispute has not been adequately resolved:

*“If the parent feels that the dispute or concern has not been adequately addressed, the Principal shall advise the parent of the Division appeal mechanism as outlined in Administrative Procedure 390: Appeals Concerning Student Matters.”*

2. Add section 5 to provide clarity and direction should a matter remain unresolved:

*“If the matter remains unresolved, it may be appealed to the Board of Trustees as per Policy 13: Appeals and Hearings Regarding Student Matters.”*



# RECOMMENDATION REPORT

## **COMMUNICATION PLAN:**

Once approved, the Board Policies and Administrative Procedures will be updated on the website and StaffConnect, and stakeholders will be advised.

## **ATTACHMENT(S):**

1. Board Policy 26: School Dispute Resolution (marked)
2. Board Policy 26: School Dispute Resolution (unmarked)



## Policy 26

# SCHOOL DISPUTE RESOLUTION

As required by section 41 of the *Education Act*, this Policy outlines the procedures for resolving disputes or concerns between parents and school staff that will support a co-operative and collaborative learning environment for students.

### Procedures:

1. The parent should address the dispute or concern directly with the staff member involved, either in person or in writing. Anonymous complaints or concerns may be forwarded to the Principal, and will only be investigated if there is independent corroborating evidence supporting the matter of concern.
2. If the parent's dispute or concern is not resolved by directly addressing it with the staff member involved, the parent shall bring it forward to the Principal or principal designate for resolution.
3. The Principal may utilize a variety of techniques to resolve issues, including but not limited to:
  - 3.1. meeting with the parent and the staff member;
  - 3.2. mediation;
  - 3.3. restorative justice;
  - 3.4. obtaining the advice, services, or opinion of a medical practitioner or other professional;
  - 3.5. involving child welfare, social services, police, other external agencies; or
  - 3.6. involving Division staff or consultants who have relevant expertise to the dispute or concern.
4. If the ~~Principal-parent~~ feels that the dispute or concern has not been adequately addressed ~~but the parent does not~~, the Principal shall advise the parent of the Division appeal mechanisms as outlined in Administrative Procedures 390: Appeals Concerning Student Matters.
- 4.5. If the matter remains unresolved, it may be appealed to the Board of Trustees as per Policy 13: Appeals and Hearings Regarding Student Matters.

### Reference:

Section 40, 41, 42, 43, 52, 53, 196, 197, 222 *Education Act*  
Policy 13: Appeals and Hearings Regarding Student Matters

Last reviewed: Last updated:

Aug. 27, 2020 Aug. 27, 2020

June 2, 2021

May 10, 2022

## Policy 26

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### Reference:

Section 40, 41, 42, 43, 52, 53, 196, 197, 222 *Education Act*  
Policy 13: Appeals and Hearings Regarding Student Matters

Last reviewed:	Last updated:
Aug. 27, 2020	Aug. 27, 2020
June 2, 2021	
May 10, 2022	



# RECOMMENDATION REPORT

**DATE:** June 16, 2022

**TO:** Board of Trustees

**FROM:** Colleen Holowaychuk, Board Vice-Chair, Chair of the Audit Committee

**SUBJECT:** Audit Engagement Letter

**ORIGINATOR:** Colleen Holowaychuk, Board Vice-Chair, Chair of the Audit Committee

**RESOURCE STAFF:** Candace Cole, Secretary-Treasurer  
Leah Lewis, Director, Financial Services

**REFERENCE:** Board Policy 2: Role of the Board  
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, management and investment in Division infrastructure.

---

**RECOMMENDATION:**

**That the Board of Trustees approve the 2022 financial audit engagement letter, as presented.**

**BACKGROUND:**

Under Board Policy 8: Board Committees, Section 3, the Audit Committee is charged with assisting the Board of Trustees in ensuring the assets of Elk Island Public Schools (EIPS) are preserved and resources utilized, as approved, by overseeing the processes for managing and reporting on financial activities and related internal controls.

On June 1, 2022, the Audit Committee received the 2022 Audit Service Plan and engagement letter. This letter confirms the services of the auditors and related terms of engagement for the fiscal year ending Aug. 31, 2022.

Board Policy 2: Role of the Board, Fiscal Accountability requires the Board to ensure the terms of engagement are met and receive the final audit report upon its completion.



# RECOMMENDATION REPORT

Page 2 of 2

## **COMMUNICATION PLAN:**

Following Board approval of the 2022 engagement letter, it will be signed and submitted to the auditor, MNP LLP, prior to interim audit work commencing July 12, 2022.

## **ATTACHMENT(S):**

1. Engagement letter – financial audit

June 1, 2022

Ms. Trina Boymook, Chair of the Board of Trustees  
Ms. Colleen Holowaychuk, Chair of the Audit Committee  
Mr. Mark Liguori, Superintendent  
Ms. Candace Cole, Secretary-Treasurer

**The Board of Trustees of Elk Island Public Schools**

Central Administration Building  
683 Wye Road  
Sherwood Park, AB T8B 1N2

Dear Ladies and Gentlemen:

This letter will confirm the arrangements discussed with you regarding the services MNP LLP ("we" or "MNP") will render to The Board of Trustees of Elk Island Public Schools ("EIPS") commencing with the fiscal year ending August 31, 2022.

**Our responsibilities**

We will audit the financial statements of The Board of Trustees of Elk Island Public Schools for the year ended August 31, 2022.

Our audit will be conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we will plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements taken as a whole are free of material misstatement, whether caused by fraud or error.

Our responsibilities, objective, scope, independence and the inherent limitations of an audit conducted in accordance with Canadian generally accepted auditing standards are detailed in Appendix A, which forms part of our mutual understanding of the terms of this engagement.

**Management's responsibilities**

The operations of EIPS are under the control of management, which has responsibility for the accurate recording of transactions and the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards. This includes the design, implementation and maintenance of internal controls relating to the preparation and presentation of the financial statements.

Appendix B, which describes in detail management's responsibilities with respect to this engagement, forms part of our mutual understanding of the terms of this engagement.

### **Other information**

Canadian generally accepted auditing standards also require us to read and consider the other information included in EIPS's annual report. We must consider whether there are material inconsistencies between the other information and the financial statements, or between the other information and our knowledge obtained during the course of our audit. If the annual report will not be available until after the date of our audit report, a final version of the document(s) must be made available to us prior to their issuance, so that we may complete the procedures required by Canadian generally accepted auditing standards.

### **Reporting**

Unless unanticipated difficulties are encountered, our report will be substantially in the form illustrated in Appendix C.

### **Fees and expenses**

Our fees and expenses are discussed in detail in Appendix D.

### **Other matters**

We will, as permitted by the Rules of Professional Conduct, provide additional services upon request, in areas such as taxation, leadership and human resource management, communication, marketing, strategic planning, financial management and technology consulting.

Our standard terms and conditions, included as Appendix E, form part of our mutual understanding of the terms of this engagement. In the event that you choose to terminate this engagement based on the terms outlined in Appendix E, we reserve the right to notify all financial statement users of the change.

These terms will continue in effect from year to year, unless changed in writing.

We believe the foregoing correctly sets forth our understanding, but if you have any questions, please let us know. If you find the arrangements acceptable, please acknowledge your agreement to the understanding by signing and returning the engagement letter to us.

It is a pleasure for us to be of service to you. We look forward to many years of association with you and The Board of Trustees of Elk Island Public Schools.

Sincerely,

*MNP LLP*

**Chartered Professional Accountants**

MH/mdm

**RESPONSE:**

This letter correctly sets forth the understanding of The Board of Trustees of Elk Island Public Schools.

\_\_\_\_\_  
Officer Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

cc: Audit Committe



# INFORMATION REPORT

**DATE:** June 16, 2022

**TO:** Board of Trustees

**FROM:** Mark Liguori, Superintendent

**SUBJECT:** Unaudited Financial Report for Sept. 1, 2021 to May 31, 2022

**ORIGINATOR:** Candace Cole, Secretary-Treasurer

**RESOURCE STAFF:** Leah Lewis, Director, Financial Services  
Sandy Vallee, Accountant, Financial Services

**REFERENCE:** Policy 2: Role of the Board

**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, management, and investment in Division infrastructure.

---

**ISSUE:**

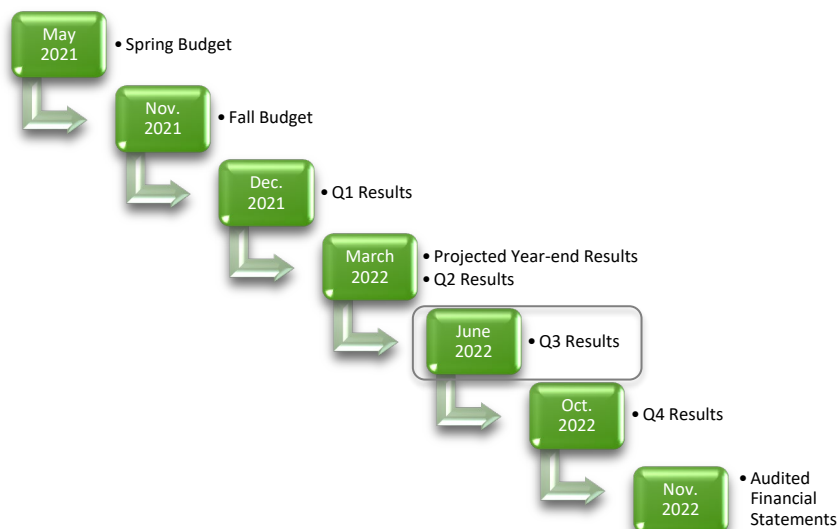
That the Board of Trustees receive for information the Unaudited Financial Report for the period Sept. 1, 2021 to May 31, 2022 for Elk Island Public Schools.

**BACKGROUND:**

Policy 2, Role of the Board, Section 8, Fiscal Accountability, establishes that the Board of Trustees will monitor the fiscal management of EIPS through receipt of quarterly variance analysis.

**CURRENT SITUATION OR KEY POINT:**

Financial Services has prepared an unaudited financial report for the nine-month period ended May 31, 2022. For the 2021-22 school year, the Division is approximately three quarters through our financial reporting cycle:







# INFORMATION REPORT

This report compares current results to the adjusted fall budget. In general, schools are expected to be about 90% spent at this point in the year (9/10<sup>ths</sup> of the school year complete), while central department costs and Division revenue are expected to be about 75% spent (9/12<sup>ths</sup> of the fiscal year complete). For schools and revenue variances, notes are provided for variances exceeding five per cent of budget. For central services, notes are provided for every budget group.

Please note, the majority of variances are typically the result of timing differences, meaning expenditures are not incurred evenly over the course of the year. These timing differences are expected to resolve themselves (variances will be eliminated) by the end of the school year when all expenses will have been incurred.

Some other variances are what we would consider a 'permanent' variance and are not expected to resolve themselves by the end of the year. These variances would contribute to any difference between our fall budget and our actual year-end results.

As of May 31, 2022, EIPS has an overall operating deficit of \$1,539,554. Revenue and expense variances are detailed in the Third Quarter Report 2021-22.

## **ATTACHMENT:**

1. Third Quarter Report 2021-22



Your Future in **MIND** ●

## Third Quarter Report

# 2021-22

This document includes the Financial Statements of Elk Island Public Schools for the period September 1, 2021 to May 31, 2022 and variance notes to these statements.

### **Report to the Board of Trustees**

June 16, 2022

This information has not been audited.

**Elk Island Public Schools**  
**Highlights**  
**For The Nine-Month Period Ended May 31, 2022**  
**(excluding School Generated Funds)**

**Financial Summary:**

	Annual Fall Budget	Year to Date Actual	Actual % Of Budget*
Revenues (Page 3)	186,310,933	140,602,118	75%
School Expenses (Pages 6 and 7)	132,027,473	98,879,267	75%
Central Services Expenses (Page 11)	60,624,830	43,262,405	71%
<b>Surplus / (Deficit)</b>	<b>(6,341,370)</b>	<b>(1,539,554)</b>	

\* Average spending at May 31, 2022 should be approximately 90% (for school year expenditures) or 75% (for revenue and for year-round expenses).

**Significant Changes and Events:**

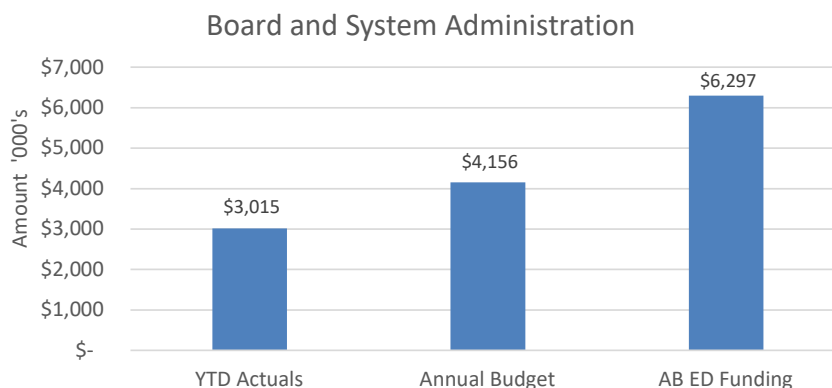
**Additional Funding**

In April 2022, the Government of Alberta confirmed additional funding of \$357,000 for EIPS to provide learning supports for Grade 1 students. This funding was distributed to schools for allow for additional certificated staffing.

In May 2022, the Government of Alberta announced EIPS was receiving \$319,000 of funding from the Federal Safe Indoor Air Top-Up component of the Safe Return to School Fund. EIPS Facility Services has identified a project that is eligible and will be utilizing these funds accordingly.

In late May 2022, the Government of Alberta paid \$413,000 of funding to EIPS for Curriculum Funding for Learning and Teaching Resources. EIPS is currently working with the province to determine restrictions and requirements for this funding to ensure the Division makes appropriate use of the funds.

**Board and System Administration** current expenses are at \$3.02 million, or 2.1% of total expenses for EIPS. This means the Division has spent 48% of the Board and System Administration grant provided by Alberta Education, and 73% of total Board and System Administration budget for EIPS.

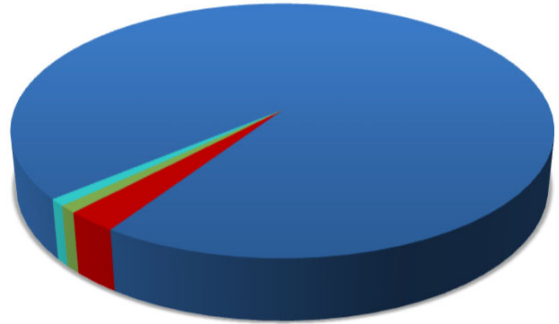


**Elk Island Public Schools**  
**Revenue & Expense Analysis (excluding SGF)**  
**For The Nine-Month Period Ended May 31, 2022**

**Revenues by Source**

Alberta Education
Other Govt of Alberta
Fees
Sales and Services and Other

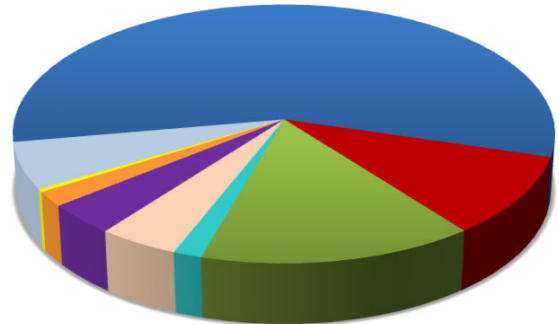
\$	%
134,195,745	95.4%
3,791,561	2.7%
1,346,893	1.0%
1,267,919	0.9%
<b>\$ 140,602,118</b>	<b>100.0%</b>



**Alberta Education Revenues**

Base Instruction
Services & Supports
School - System Needs
Community
Jurisdictions
Bridge Funding
Other
Supported Amortization
Teacher Pensions

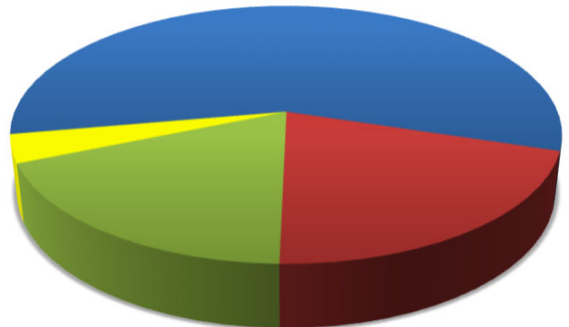
\$	%
77,011,827	57.3%
13,375,130	10.0%
19,934,145	14.9%
2,071,660	1.5%
5,837,869	4.4%
5,170,895	3.9%
2,471,666	1.8%
481,872	0.4%
7,840,681	5.8%
<b>\$ 134,195,745</b>	<b>100.0%</b>



**Expenses by Object**

Certificated Salaries & Benefits
Classified Salaries & Benefits
Services, Contracts & Supplies
Capital & Debt Services

\$	%
81,867,314	57.6%
29,171,519	20.6%
26,078,766	18.3%
5,024,073	3.5%
<b>\$ 142,141,672</b>	<b>100.0%</b>



**Elk Island Public Schools**  
**Statement of Revenues and Expenses**  
**For The Nine-Month Period Ended May 31, 2022**  
**Percent of the Year Elapsed: 75%\***

	<b>A</b>	<b>B</b>	<b>Year to Date</b>		<i>Note Reference</i>	<b>Prior Year</b>
			<b>Annual</b>	<b>Actual</b>		
	<b>Fall Budget</b>		<b>Actual %</b>	<b>Actual Less</b>		<b>Actual %</b>
			<b>Of Budget</b>	<b>Elapsed %</b>		<b>Of Budget</b>
<b>REVENUES</b>						
<b>Alberta Education</b>						
Base Instruction	\$ 102,698,574	\$ 77,011,827	75%	0%		
Services & Supports	17,136,698	13,375,130	78%	3%		
School - System Needs	28,282,106	19,934,145	70%	-5%		
Community	2,708,326	2,071,660	76%	1%		
Jurisdictions	7,783,825	5,837,869	75%	0%		
Bridge Funding	6,894,527	5,170,895	75%	0%		
Other <sup>1</sup>	2,815,846	2,471,666	88%	13%	<b>A</b>	
Supported Amortization	844,503	481,872	57%	-18%	<b>B</b>	
Teacher Pensions	9,100,000	7,840,681	86%	11%	<b>C</b>	
<b>Total Alberta Education</b>	<b>178,264,405</b>	<b>134,195,745</b>	<b>75%</b>	<b>0%</b>		<b>74%</b>
<b>Other Government of Alberta</b>	<b>5,114,309</b>	<b>3,791,561</b>	<b>74%</b>	<b>-1%</b>		<b>67%</b>
<b>Other Alberta School Authorities</b>	<b>403,043</b>	<b>386,677</b>	<b>96%</b>	<b>21%</b>	<b>D</b>	<b>86%</b>
<b>Fees</b>	<b>1,293,393</b>	<b>1,346,893</b>	<b>104%</b>	<b>29%</b>	<b>E</b>	<b>85%</b>
<b>Other Sales and Services</b>	<b>119,567</b>	<b>167,656</b>	<b>140%</b>	<b>65%</b>	<b>F</b>	<b>97%</b>
<b>Investment Income</b>	<b>200,000</b>	<b>168,401</b>	<b>84%</b>	<b>9%</b>	<b>G</b>	<b>94%</b>
<b>Gifts and Donations</b>	<b>734,936</b>	<b>360,329</b>	<b>49%</b>	<b>-26%</b>	<b>H</b>	<b>61%</b>
<b>Rental of Facilities</b>	<b>181,280</b>	<b>184,856</b>	<b>102%</b>	<b>27%</b>	<b>I</b>	<b>83%</b>
<b>Sub-Total (excluding SGF)</b>	<b>186,310,933</b>	<b>140,602,118</b>	<b>75%</b>	<b>0%</b>		<b>71%</b>
<b>EXPENSES BY OBJECT</b>						
Certificated Salaries & Benefits	110,625,749	81,867,314	74%	-1%		73%
Classified Salaries & Benefits	38,231,900	29,171,519	76%	1%		80%
Services, Contracts & Supplies	36,741,999	26,078,766	71%	-4%		61%
Capital & Debt Services	7,052,655	5,024,073	71%	-4%		74%
<b>Sub-Total (excluding SGF)</b>	<b>192,652,303</b>	<b>142,141,672</b>	<b>74%</b>	<b>-1%</b>		<b>72%</b>
<b>Operations Surplus/(Deficit)</b>	<b>\$ (6,341,370)</b>	<b>\$ (1,539,554)</b>	<b>24%</b>	<b>-51%</b>		<b>-96%</b>
<b>School Generated Funds Budgeted Deficit</b>	<b>(436,476)</b>					
<b>Total Budgeted Deficit</b>	<b>\$ (6,777,846)</b>					

\* Based on a 12 month reporting period.

<sup>1</sup> Includes Learning Disruption Funding, Lease Support, Dual Credit Programming, Grants, Secondment Revenue, French Language Funding, and Sales & Services

**Elk Island Public Schools  
Revenue Notes  
For the Nine-Month Period Ended May 31, 2022**

**A. Alberta Education – Other**

Revenue is 13% higher than expected at this point in the year, primarily due to a timing difference.

Learning Disruption funding has been fully recognized as of the end of May, though some spending related to this grant will continue in June.

**B. Alberta Education – Supported Amortization**

Revenue is 18% lower than expected at this point in the year as a result of a timing difference.

Revenue for supported amortization will increase over the remaining months of the year as capital maintenance projects are completed and begin amortization.

**C. Alberta Education – Teacher Pensions**

Revenue is 11% higher than expected at this point in the year.

This is a result of a timing difference as revenue received for Teacher Pensions is recognized evenly over the school year (10 months) rather than over 12 months.

**D. Other Alberta School Authorities**

Revenue is 21% higher than expected at this point in the year.

This is a result of timing differences as revenue received to support the Low Incidence Team and Partners for Science programs is recognized evenly over the school year (10 months) rather than over 12 months.

**E. Fees**

Revenue for fees is 29% higher than expected at this point in the year.

This line only includes transportation fees, which are recorded as received. As these were billed prior to the start of the school year, the revenue for the year has already been recognized. This variance will be a permanent variance at the end of the year.

#### **F. Other Sales and Services**

Revenue is 65% higher than expected at this point in the year.

This is primarily a result of timing differences.

- Secondment revenue for the local ATA representative is billed over 10 months, rather than 12 months.
- International student tuition fees are recognized over the school year, rather than 12 months.
- The Division's rebate for our purchase card usage has been received in full.

#### **G. Investment Income**

Revenue is 9% higher than expected at this point in the year.

Interest being earned in the cash accounts is greater than projected due to the recent increase in interest rates.

#### **H. Gifts and Donations**

Revenue is 26% lower than expected at this point in the year due to timing differences.

A significant donation supporting Partners for Science is projected to be spent in the future to develop kits consistent with the new curriculum, at which point the related revenue will be recognized.

Offsetting this, transfers from the SCA Society and CHREDA are recognized over 10 months (the school year) rather than 12 months.

#### **I. Rental of Facilities**

Revenue is 27% higher than expected at this point in the year.

The balance in this revenue line is primarily rental revenue for before and after school care groups operating in our facilities, which is recorded over the ten-month school year, not through the summer months, so we would expect to see revenue closer to 90% at this point in the year (i.e. variance is a result of a timing difference).

In addition, rental revenue from other external groups has trended higher than expected. However, this revenue is not evenly spread over the course of the year. This variance will likely increase slightly by the end of the year, and will be a permanent variance.

**Elk Island Public Schools**  
**Detailed Expenditures - Schools (Page 1)**  
**For The Nine-Month Period Ended May 31, 2022**  
**Percent of the Year Elapsed: 90%\***

	<b>A</b>	<b>B</b>	<b>Year to Date</b>		<b>Note</b>	<b>Prior Year</b>
	<b>Annual Fall Budget</b>	<b>Actual</b>	<b>C = B / A Actual % Of Budget</b>	<b>C - 90% Actual Less Elapsed %</b>	<b>Reference</b>	<b>Actual % Of Budget</b>
<b>Sector 1 - Sherwood Park</b>						
Bev Facey Community High	\$ 6,993,405	\$ 6,162,336	88%	-2%		88%
Brentwood Elementary	3,064,307	2,668,794	87%	-3%		88%
Clover Bar Junior High	2,757,184	2,420,350	88%	-2%		87%
Davidson Creek Elementary	3,848,721	3,365,665	87%	-3%		87%
École Campbelltown	2,349,868	2,046,829	87%	-3%		86%
F.R. Haythorne Junior High	4,516,273	3,876,867	86%	-4%		88%
Glen Allan Elementary	2,496,859	2,181,319	87%	-3%		87%
Heritage Hills Elementary	3,085,271	2,695,029	87%	-3%		86%
Lakeland Ridge	4,563,700	3,978,096	87%	-3%		86%
Mills Haven Elementary	3,026,752	2,612,250	86%	-4%		87%
Pine Street Elementary	2,542,668	2,197,476	86%	-4%		84%
Salisbury Composite High	7,619,296	6,611,952	87%	-3%		87%
Sherwood Heights Junior High	4,055,701	3,566,697	88%	-2%		87%
Strathcona Christian Academy Elementary	3,441,761	3,015,792	88%	-2%		88%
Strathcona Christian Academy Secondary	3,673,572	3,220,399	88%	-2%		87%
Wes Hosford Elementary	2,609,794	2,274,416	87%	-3%		88%
Westboro Elementary	3,129,943	2,724,652	87%	-3%		87%
Woodbridge Farms Elementary	3,087,831	2,696,404	87%	-3%		88%
	<u>66,862,906</u>	<u>58,315,323</u>	<u>87%</u>	<u>-3%</u>		<u>87%</u>
<b>Sector 2 - Strathcona County</b>						
Ardrossan Elementary	3,675,040	3,189,460	87%	-3%		87%
Ardrossan Junior Senior High	5,079,060	4,509,512	89%	-1%		87%
Fultonvale Elementary Junior High	3,100,543	2,723,631	88%	-2%		88%
Uncas Elementary	1,598,010	1,345,407	84%	-6%	<b>A</b>	83%
	<u>13,452,653</u>	<u>11,768,010</u>	<u>87%</u>	<u>-3%</u>		<u>87%</u>
<b>Sector 3 - Fort Saskatchewan</b>						
Castle (Scottford Colony)	206,685	174,292	84%	-6%	<b>B</b>	85%
École Parc Élémentaire	2,334,766	2,039,905	87%	-3%		88%
Fort Saskatchewan Christian	2,816,353	2,455,387	87%	-3%		89%
Fort Saskatchewan Elementary	2,289,254	1,961,624	86%	-4%		87%
Fort Saskatchewan High	3,150,084	2,607,779	83%	-7%	<b>C</b>	84%
James Mowat Elementary	2,821,800	2,455,813	87%	-3%		86%
Rudolph Hennig Junior High	3,198,406	2,782,121	87%	-3%		86%
SouthPointe School	3,907,503	3,392,016	87%	-3%		86%
Win Ferguson Elementary	3,016,871	2,606,632	86%	-4%		87%
	<u>23,741,722</u>	<u>20,475,569</u>	<u>86%</u>	<u>-4%</u>		<u>87%</u>
<b>Sector 4 - Lamont County</b>						
Andrew School	796,701	683,953	86%	-4%		86%
Bruderheim School	1,230,120	1,047,023	85%	-5%		87%
Lamont Elementary	2,363,369	2,047,542	87%	-3%		87%
Lamont High	2,539,960	2,219,581	87%	-3%		88%
Mundare School	1,169,638	981,972	84%	-6%	<b>D</b>	84%
	<u>8,099,788</u>	<u>6,980,071</u>	<u>86%</u>	<u>-4%</u>		<u>87%</u>
<b>Sector 5 - County of Minburn</b>						
A.L. Horton Elementary	2,646,667	2,280,494	86%	-4%		87%
Pleasant Ridge Colony	166,190	143,817	87%	-3%		85%
Vegreville Composite High	2,734,290	2,267,129	83%	-7%	<b>E</b>	86%
	<u>5,547,147</u>	<u>4,691,440</u>	<u>85%</u>	<u>-5%</u>		<u>86%</u>



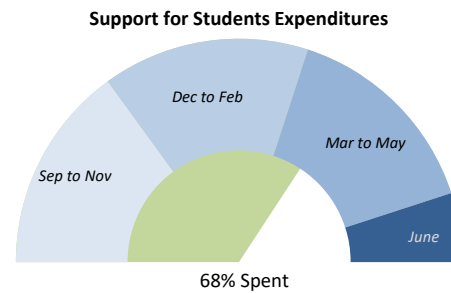
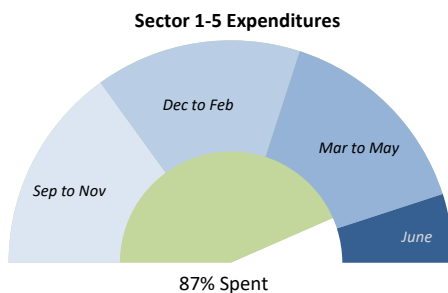
**Elk Island Public Schools**  
**Detailed Expenditures - Schools (Page 2)**  
**For The Nine-Month Period Ended May 31, 2022**  
**Percent of the Year Elapsed: 90%\***

	A Annual Fall Budget	B Actual	Year to Date		Note Reference	Prior Year Actual % Of Budget
			C = B / A Actual % Of Budget	C - 30% Actual Less Elapsed %		
<b>Supports For Students - Schools</b>						
Early Learning	2,101,646	1,490,151	71%	-19%	F	72%
Specialized Supports & Other Programs <sup>1</sup>	2,510,756	1,669,225	66%	-24%	G	63%
	4,612,402	3,159,376	68%	-22%		67%
<b>Other</b>						
Elk Island Youth Ranch Learning Centre	341,285	307,062	90%	0%		84%
Next Step Programs	2,359,562	1,759,154	75%	-15%	H	74%
Home Education	200,935	173,835	87%	-3%		N/A
Other School Allocations	(677,801)	243,389	-36%	-126%	I	-
To Be Allocated	1,443,702	5,650	0%	-90%	J	0%
Conversion (10 mo. To 12 mo.)	-	(13,136,686)	N/A	N/A	K	N/A
Standard Cost Conversion	(2,736,128)	(3,390,253)	124%	34%	L	N/A
Teacher Pensions	8,779,300	7,527,327	86%	-4%		90%
	9,710,855	(6,510,522)	-67%	-157%		-20%
<b>Total School Sites</b>	<b>\$ 132,027,473</b>	<b>\$ 98,879,267</b>	<b>75%</b>	<b>-15%</b>		<b>74%</b>

\* Based on a 10 month reporting period.

<sup>1</sup> Other Programs include Mental Health Capacity Building, School Nutrition Program and Partners 4 Science

	YTD Salary & Benefits	YTD Services, Contracts & Supplies	YTD Total Expenditures	Salaries as % of Expenditures
Sector 1 - Sherwood Park	56,523,474	1,791,849	58,315,323	96.9%
Sector 2 - Strathcona County	11,531,051	236,959	11,768,010	98.0%
Sector 3 - Fort Saskatchewan	19,966,197	509,372	20,475,569	97.5%
Sector 4 - Lamont County	6,834,918	145,153	6,980,071	97.9%
Sector 5 - County of Minburn	4,580,907	110,533	4,691,440	97.6%
<b>Totals</b>	<b>99,436,547</b>	<b>2,793,866</b>	<b>102,230,413</b>	<b>97.3%</b>



The blue half-circle represents the total budget for the year divided into four quarters. For schools it is assumed the total budget is over 10 months which makes the 4th quarter the smallest budget period as that includes the summer months.

The green section represents the actual % of budget that has been spent to date.

**Elk Island Public Schools  
Expense Notes – Schools  
For the Nine-Month Period Ended May 31, 2022**

**A. Sector 2 – Strathcona County – Uncas Elementary**

Expenses are below expected year to date spending by 6%.

The variance is due to classified staff who had planned increases in hours but were unable to accept those extra hours. Also, there are plans for large expenditures in supplies and technology to occur in June.

**B. Sector 3 – Fort Saskatchewan – Castle (Scotford Colony)**

Expenses are below expected year to date spending by 6%.

The school is in the process of ordering workbooks and other materials that will utilize a significant portion of the unspent budget.

**C. Sector 3 – Fort Saskatchewan – Fort Saskatchewan High**

Expenses are below expected year to date spending by 7%.

The variance is due to two support staff leaving mid-year and not being replaced. Some large supplies and materials, as well as computer equipment, expenditures are also planned for June.

**D. Sector 4 – Lamont County – Mundare School**

Expenses are below expected year to date spending by 6%.

The variance is due to less substitutes being required for non-COVID illness than planned. Also, some large supplies and technology expenditures are planned for the month of June.

**E. Sector 5 – County of Minburn – Vegreville Composite High**

Expenses are below expected year to date spending by 7%.

The variance is due to spending in classified salaries being lower than expected. Specifically, vacant positions related to leaves for classified staff were not being filled immediately.

Also, the school was conservative in spending on supplies and materials to this point in the year, but are now planning upgrades to equipment and technology, as well as supplies purchases for the last quarter of the year.

#### **F. Supports for Students (Schools) – Early Learning**

Expenses are below expected year to date spending by 19%.

- Some expenses in this area are incurred over 12 months, rather than 10 months. There is also some expenditures that are not evenly occurring over the course of the year, including supplemental funding approved in Q2.
- Early Learning was unable to hire an Occupational Therapist for a temporary assignment.
- A small amount of funds was held for potential new students and requests; however, there were fewer requests than anticipated.

#### **G. Supports for Students (Schools) – Specialized Supports & Other Programs**

Expenses are below expected year to date spending by 24%.

- Specialized Supports has a 20% variance under budget. During the second quarter, supplemental funds were provided to support various staffing initiatives and the associated costs will be incurred in the remainder of the year. Many of the other staffing costs are incurred over a period of 12 months rather than the 10-month school year.
- Partners 4 Science has a 57% variance below budget, primarily due to a large donation that will be spent in the future to support the development of science kits to align with the new curriculum.

#### **H. Other – Next Step Programs**

Expenses are below expected year to date spending by 15%.

- Next Step Programs includes Continuing Education Credit, which does not run until July. The costs for this program are incurred in July and August, and the budget will be depleted at that time.

#### **I. Other – Other School Allocations**

The variance is a timing difference due to the accrual of school salaries to the end of May. When salaries are paid in June the individual schools will be charged and the accrual cleared to zero.

The budget for this line includes unexpected projected Division surpluses, including a return of equity from a previous insurance provider. These surpluses have been reallocated to meet other Division needs.

#### **J. Other – To Be Allocated**

As per the Fall Budget Update approved by the Board in November, funds have been set aside to be allocated as required to meet school needs. This includes contingency funds for illness costs.

**K. Other – Conversion (10 mo. To 12 mo.)**

This budget converts certificated salaries from a 12-month basis (as paid) to a 10-month basis (as earned), and will even out to zero by the end of the fourth quarter.

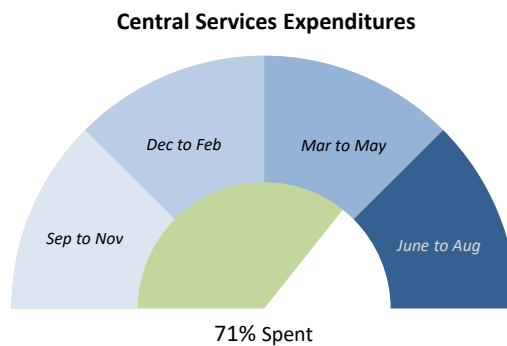
**L. Other – Standard Cost Conversion**

This is comprised of the net conversion between standard costs charged to schools and actual salaries and benefits for school employees. This amount fluctuates throughout the year as a result of timing of benefit and salary expenditures. As per previous reports brought to Board, a year-end standard cost surplus has been projected and reallocated for other needs within the Division.

**Elk Island Public Schools**  
**Detailed Expenditures - Central Services**  
**For The Nine-Month Period Ended May 31, 2022**  
**Percent of the Year Elapsed: 75%\***

	A Annual Fall Budget	Year to Date			Note Reference	Prior Year Actual % Of Budget
		B Actual	C = B / A Actual % Of Budget	C - 75% Actual Less Elapsed %		
<b>Governance</b>	\$ 571,296	\$ 404,138	71%	(4%)	A	71%
<b>Education Executive</b>	1,343,025	937,336	70%	(5%)	B	67%
<b>Supports For Students - Central</b>	4,761,868	3,121,860	66%	(9%)	C	62%
<b>Human Resources</b>	5,445,976	4,117,799	76%	1%	D	73%
<b>Business Services</b>	2,816,431	1,976,304	70%	(5%)	E	68%
<b>Facility Services</b>					F	
Facilities	17,336,733	11,844,373	68%	(7%)		69%
Infrastructure Maintenance and Renewal	2,714,490	756,228	28%	(47%)		12%
	20,051,223	12,600,601	63%	(12%)		54%
<b>Information Technologies</b>	6,333,343	4,716,447	74%	(1%)	G	73%
<b>Student Transportation</b>	12,294,628	10,224,157	83%	8%	H	81%
<b>Fiscal Services</b>	7,007,040	5,163,763	74%	(1%)	I	78%
<b>TOTAL CENTRAL SERVICES</b>	<u>\$ 60,624,830</u>	<u>\$ 43,262,405</u>	<u>71%</u>	<u>(4%)</u>		<u>67%</u>

\* Based on a 12 month reporting period.



The blue half-circle represents the total budget for the year divided into four quarters.

The green section represents the actual % of budget that has been spent to date.

**Elk Island Public Schools**  
**Expense Notes – Central Services**  
**For the Nine-Month Period Ended May 31, 2022**

**A. Governance**

*Includes the Board of Trustees budget.*

Expenses are below expected year to date spending by 4%.

- Board of Trustees' expenses are tracking as expected.

**B. Education Executive**

*Includes the Superintendent, Communications, and Election budgets.*

Expenses are below expected year to date spending by 5%.

- Superintendent has a 7% variance below budget. This is attributable to planned expenditures which have not yet been incurred such as contracted services and supplies.
- Communications has a 3% variance below budget, primarily due to unspent amounts budgeted for overtime, advertising/public relations, and contracted services. These expenses are incurred as required rather than a uniform amount monthly. Expenditures are planned in the fourth quarter for advertising and promotional items, as well as supplies.
- Election expenses are tracking as expected.

**C. Supports for Students – Central**

*Includes Associate Superintendent, Instructional Supports, and Central Specialized Supports budgets.*

Expenses are below expected year to date spending by 9%.

- Associate Superintendent – Support for Students expenses are tracking as expected.
- Instructional Supports has a 14% variance below budget. A targeted external donation received by EIPS is no longer expected to be spent in the remaining quarters of the year – instead it will be deferred to the next school year. Similarly, some conferences and workshops run by Instructional Supports will be deferred to next year or have less expenditures than anticipated due to meeting online rather than in-person.

An increase in expenditures is anticipated during the fourth quarter relating to supply purchases, translation of exams and resources, completion and 'opening' of the Outdoor Learning Space at Central, as well as additional sub costs relating to the new curriculum.

- Central Specialized Supports has a 6% variance above budget due to onboarding costs related to new consultants (courses, computer equipment, and cell phones) and other training costs incurred in the third quarter.

**D. Human Resources**

*Includes Associate Superintendent, Staff Relations and Training, and Recruitment and Staffing budgets.*

Expenses are above expected year to date spending by 1%.

- Associate Superintendent – Human Resources has an 11% variance below budget, primarily due to planned expenditures not yet or only partially incurred in Certificate of Recognition, Occupational Health & Safety, Alberta Teachers' Association Bargaining, and Post-COVID Mental Health programs. Severance expenses are also included in the Associate Superintendent budget and do not follow a uniform spending pattern throughout the year.
- Staff Relations & Training has a 23% variance below budget. Other than administrative costs, many programs have incurred lower than budgeted expenses to date; however, it is anticipated that expenses will continue to be incurred during the fourth quarter. Expenses such as Off to a Good Start training and further leadership development will be future expenses.
- Recruitment & Staffing has a 14% variance above budget. This is primarily due to the Maternity Parental Benefits and Staffing programs, which are unevenly occurring and difficult to predict. Within the Staffing program, sick leave is higher than budgeted and is being closely monitored. Funds are being held in contingency to off-set any deficits due to sick leave. Some of the above-mentioned costs are partially off-set by savings in various other programs within this budget.

#### **E. Business Services**

*Includes the Secretary-Treasurer and Financial Services budgets.*

Expenses are below expected year to date spending by 5%.

- Secretary-Treasurer has a 6% variance below budget due to legal services. These costs are incurred as required rather than uniformly each month and are not predictable.
- Financial Services has a 5% variance below budget due to a delay in hiring vacant positions. As well, contracted services and professional development costs are incurred as required rather than uniformly each month.

#### **F. Facility Services**

*Includes the Facility Services and Infrastructure Maintenance and Renewal (IMR) budgets.*

Expenses are below expected year to date spending by 12%. Rather than a single program, this is a result of several variances, some of which are offsetting.

- Expenditures for contracted services for the Central Building and Custodial programs are trending below budget, however these costs are not evenly incurred throughout the year. Contracted service costs correlate with school breaks – with more costs over Christmas and Spring Break, followed by summer break.
- During the second and third quarters, funds were received for various projects such as Facility Condition Assessments, Central Fire Panel replacement, and CTS Strobe Lighting. Costs related to these projects will be incurred over the remainder of the year.
- COVID costs are below budget, with masks and sanitizer being the bulk of supplies purchased to date. These expenditures do not follow a uniform spending pattern.
- Infrastructure Maintenance and Renewal (IMR) expenses do not follow a uniform spending pattern as projects at schools are scheduled at different times throughout the year. The expense variance is offset by an equal variance in revenue (within the Schools – System Needs grant), resulting in a nil impact to the bottom line. Equipment supply chain delays are also impacting the IMR budget by delaying expenditures.
- Offsetting these variances, utility charges are currently trending above budget but are not evenly distributed throughout the year, as the second and third quarters tend to be higher due to winter heating costs and snow removal costs.

### **G. Information Technologies**

*Includes the Information Technologies budget.*

Expenses are below expected year to date spending by 1%.

- Expenses are tracking as expected.

### **H. Student Transportation**

*Includes the Student Transportation budget.*

Expenses are above expected year to date spending by 8%.

- Contracted transportation expenses are incurred over the school year (rather than 12 months), which creates a timing variance. As a result, we would expect this budget to be closer to 90% spent (nine of ten school months have passed).
- This is offset by underspending in telephone, supplies & materials, and parent paid transportation. Spending in these categories is not uniform each month. Some spending is expected to occur later in the year.

### **I. Fiscal Services**

*Includes the Fiscal Capital and Fiscal Operations budget.*

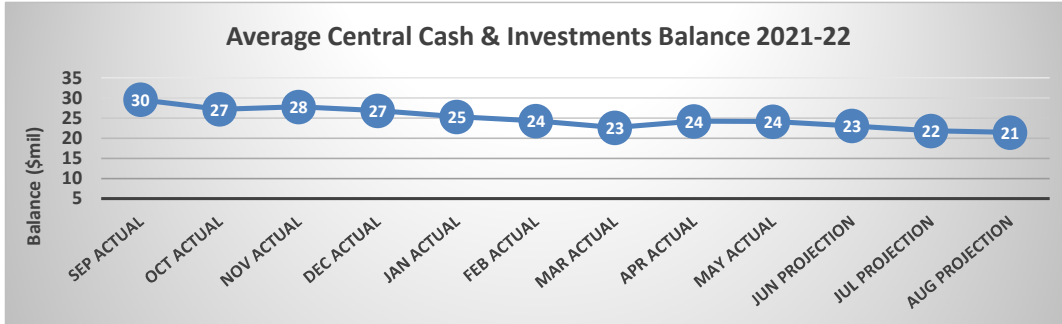
Expenses are below expected year to date spending by 1%.

- Expenses are tracking as expected.



**Statement of Cash and Investments  
As At May 31, 2022**

	<b>May 31, 2022</b>	<b>May 31, 2021</b>
Cash Account Balances	\$ 27,629,330	\$ 25,064,968
Guaranteed Investment Certificates	-	-
<b>Total Central Cash and Investments</b>	<b>27,629,330</b>	<b>25,064,968</b>
Less Restricted Funds (Trusts)	(53,510)	(72,620)
<b>Total Available Central Cash and Investments</b>	<b>\$ 27,575,820</b>	<b>\$ 24,992,348</b>



Cash balances are expected to remain fairly stable over the remaining quarter of the 2021-22 year.  
With the recent increase in interest rates and budget planning for 2022-23 completed, EIPS will be pursuing investment options over the next quarter.

**Capital Project Listing  
As At May 31, 2022**

	<b>Budget</b>	<b>YTD Actuals</b>	<b>Actual % of Budget</b>	<b>Note Reference</b>
<b>Capital Reserves:</b>				
Information Technology	377,385	<b>244,257</b>	65%	A
Aging Equipment at Schools	100,000	<b>68,313</b>	68%	B
Modular Connecting Link	15,000	<b>10,160</b>	68%	C
Rudolph Hennig Office Renovation	215,000	<b>6,502</b>	3%	D
<b>Operating Reserves:</b>				
Mechanical Cooling for Modulars	250,000	<b>84,597</b>	34%	E
<b>Funded with Operational Funding (School/Dept Budgets) or SGF:</b>				
School and Department Purchases	309,115	<b>21,176</b>	7%	F
Facility Services Vehicles	200,000	-	0%	G
<b>Provincially Funded:</b>				
Infrastructure Maintenance and Renewal Grant Capital Portion	1,132,929	<b>870,483</b>	77%	H
Capital Maintenance and Renewal Grant - 2021-22	1,845,420	<b>1,163,570</b>	63%	I
Capital Maintenance and Renewal Grant - 2022-23	1,562,955	<b>17,303</b>	1%	J
<b>Total Capital Projects</b>	<b>\$ 6,007,804</b>	<b>\$ 2,486,361</b>	<b>41%</b>	

**Notes:**

- A - VOIP Server has been replaced and server upgrade has been completed. Switch replacement is still in progress.
- B - Available for schools that have a significant piece of equipment that is failing or is a safety concern. Funds were approved for specific items in early December and onward, and purchases are expected over the remaining quarters of the year.
- C - Modular connecting link at SouthPointe School is complete. Remaining funds will be returned to unallocated capital reserves.
- D - Design consulting has been completed and work is expected to be undertaken over summer. Project is expected to be over the original budget but funds were found internally to cover the overage.
- E - Mechanical cooling unit installation in modulars is near completion. Costs are projected to be less than \$100,000, and the remaining funds will be returned to Division unallocated reserves.
- F - Equipment/furniture purchases made from school or department budgets. Purchases will continue to be made over the course of the year.
- G - Due to supply chain delays and increased costs, the purchase of four new fleet vehicles for Facility Services has been deferred to next year. These funds have been redeployed within the Facility Services budget to high priority projects.
- H - This is a carryforward of unspent funding from 2020-21, as well as an estimated capital portion of the 2021-22 grant. Expenses are not incurred evenly over the course of the year. The remainder of this grant is budgeted as non-capital and included on the Central Services page.
- I - This is the carryforward of the unspent portion of the government's 2021-22 grant, which is for the period of April 2021 to March 2022. One project is complete and the remaining three projects are still in progress and can be carried over for one year.
- J - As part of the province's 2022-23 funding announcement, the Division is receiving Capital Maintenance and Renewal funding for the period of April 2022 to March 2023. There are three projects scheduled to be completed by March 31, 2023.



# INFORMATION REPORT

**DATE:** June 16, 2022

**TO:** Board of Trustees

**FROM:** Mark Liguori, Superintendent

**SUBJECT:** 2021-22 Interim School Fee Approval Summary

**ORIGINATOR:** Candace Cole, Secretary-Treasurer

**RESOURCE STAFF:** Tanya Borchers, Executive Assistant

**REFERENCE:** Alberta Regulation 95/2019, School Fees Regulation  
Board Policy 23: School Fees  
Administrative Procedure 505: School and Administrative Fees

**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.

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## ISSUE:

That the Board of Trustees receive for information a summary of fee changes from January to June, 2022 for the 2021-22 school year.

## BACKGROUND:

As per Board Policy 23: School Fees, the Board shall approve fees set by the schools on an annual basis. Fees that arise throughout the year shall be approved by the Superintendent and Secretary-Treasurer.

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 eight requests for changes to fees or new fees from January to June. Requests are summarized in Attachment 1.

## ATTACHMENT(S):

1. 2021-22 Summary of Changes to School Fees

Date received	School	Fee description	Type	Fee Approved	New Fee	Reason	Comments
12-Jan-22	ALH	Ukrainian Village	Fee name	N/A	N/A	Name/activity change; Ukrainian Bilingual Shumka changed to Ukrainian Village.	Approved Jan. 12, 2022
18-Jan-22	SWH	Grade 9 Farewell	New fee		\$21.75	Farewell ceremony, photos and decorations for celebration, sub time for teacher in charge.	Approved Jan. 19, 2022
7-Mar-22	AJS	Drama Zones	New Fee		\$52.00	Activity for Drama 10/20/30 students.	Approved March 8, 2022
8-Mar-22	AJS	Drama Zone Provincials	New Fee		\$500.00	Drama Provincials is not a guarantee - fee is estimated as the number of students could range from 5 to 14; new calculation will be done once Provincials is confirmed.	Approved March 8, 2022
27-Apr-22	AJS	Slo-pitch	New fee		\$60.00	New league formed this year for slo-pitch. First year for the league so not certain on costs.	Approved April 26, 2022
28-Apr-22	SAL	Softball	New fee		\$50.00	New team sport for Metro Athletics (sport just added to Metro this spring).	Approved April 28, 2022
4-May-22	VJS	Spring Football Jamboree	New fee		\$40.00	A new opporutnity for students to try 6-per-side football in a structured tournament day.	Approved May 4, 2022
5-May-22	FTV	Jr. High Golf	New fee		\$55.00	FTV will be joining the Jr. High Division golf tournament on June 6th.	Approved May 5, 2022



# INFORMATION REPORT

**DATE:** June 16, 2022

**TO:** Board of Trustees

**FROM:** Mark Liguori, Superintendent, Education Executive

**SUBJECT:** 2021-22 Playground Summary Report

**ORIGINATOR:** Calvin Wait, Director, Facility Services

**RESOURCE STAFF:** Darcie Bennett, Manager Contract 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.

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**ISSUE:**

**That the Board of Trustees receive an update of information pertaining to Elk Island Public Schools (EIPS) playgrounds.**

**BACKGROUND:**

Monthly inspections and maintenance of playgrounds are conducted as per the CAN/CSA Z614 Children's Playspaces and Equipment Standards. The monthly inspections and minor maintenance are supported by Facility Services through Plant Operations and Maintenance funding.

New playground equipment, surfacing and construction projects are funded by efforts of playground committee members of parent associations through fundraising initiatives and provincial/municipal grants. Current practice does not allow the purchase of playground equipment from operating budgets. Unrestricted funds in School Generated Funds (SGF) could be used to support the purchase of playground structures.

Financial and physical support for the safety and maintenance of playgrounds where each EIPS school resides, varies significantly between each municipality. Factors such as land ownership, budgets and or willingness to engage in a shared philosophy of responsibility are prevalent.



## **CURRENT SITUATION OR KEY POINT:**

### **Strathcona County**

#### Inspections

County employees who are certified playground inspectors, perform monthly inspections, maintenance and annual audits as agreed upon through the Joint/Reciprocal Use Agreement. All reporting documentation for inspections, maintenance, audit, and life cycle forecasting is retained by Strathcona County.

#### Costs

The cost of playground inspections/minor maintenance are captured with other grounds maintenance costs through the Joint/Reciprocal Use Agreement. The current agreement reflects ten per cent of costs for maintenance and reporting is paid by EIPS and ninety per cent of costs are paid by Strathcona County.

#### Current Initiatives

1. Ardrossan Elementary School – A Community Partnership Project has been developed with Strathcona County and Ardrossan Elementary School parent group to re-purpose the space in which the old Ardrossan Elementary School resided. The project encompasses the construction of an asphalt pad at the South entrance of the school which will allow for various games such as hopscotch, 50 ft. x 50 ft. asphalt basketball court comprised of a four-square court including lines and six basketball hoops, an Ethical Indigenous Outdoor Learning Space, and the relocation of existing wooden planters. The project is scheduled to start early July, with an expected completion date of end of August 2022.
2. Wes Hosford Elementary – Community Partnership Project - A playground expansion committee has been set up (EIPS, Strathcona County and School Fundraising Group) to plan for future expansion of the existing playground. The school fundraising group is researching matching grant opportunities. Strathcona County has begun the design and costing phase.
3. Mills Haven Elementary – A new playground with a primary focus for children ages five to 12 years is scheduled to be constructed in the summer of 2022. The parent fundraising association raised \$25,000.00 and Strathcona County contributed \$83,000.00 towards the capital replacement cost of the equipment. Combined funds totaling \$108,000.00 was submitted by the parent association towards a matching grant application to the Government of Alberta's Community Facility Enhancement Program (CEFP) of which they were successful in receiving an additional \$108,000.00 towards the cost of the project. The total cost of the playground equipment and grounds work is \$216,000.00. The scheduled start date of the project is July 4, 2022 and expected completion date is August 30, 2022.



## **City of Fort Saskatchewan**

### Inspections

Monthly inspections are performed by City of Fort Saskatchewan employees who are certified playground inspectors. As well as performing monthly inspections, the City of Fort Saskatchewan contracts an independent playground inspection company to provide an annual audit of all playgrounds located at each of EIPS' schools residing in Fort Saskatchewan. All monthly inspection and maintenance documentation is retained by the City of Fort Saskatchewan with the exception of the annual audit which is shared with Facility Services.

### Costs

The costs associated with all inspections/minor maintenance are captured with other grounds maintenance costs through the Joint/Reciprocal Use Agreement. The current agreement reflects that fifty per cent of costs for maintenance and reporting is paid by EIPS and fifty per cent of costs are paid by the City of Fort Saskatchewan.

### Current Initiatives - None

## **Rural Schools**

### Inspections

Financial supports are not provided by municipalities in rural areas in which EIPS' schools reside.

Current - All rural playgrounds are inspected monthly by a certified playground inspection company contracted and paid for by EIPS.

### Costs

All costs associated with inspections and maintenance are paid by Facility Services through Plant Operation and Maintenance funding. Current annual costs for inspections for the rural playgrounds are \$40,320.00. Current annual costs for maintenance of rural playgrounds are \$26,344.50. Inspection, maintenance, and annual audit reports are provided to and retained by Facility Services.

### Current Initiatives

1. Lamont Elementary – Several wood structures are nearing the end of their lifecycle. Fundraising initiatives are in place to begin the removal and replacement process.
2. A.L. Horton Elementary School – Several wood structures are nearing the end of their lifecycle. Fundraising initiatives are in place to begin the removal and replacement process.
3. Mundare School - Several wood structures are nearing the end of their lifecycle. Fundraising initiatives are in place to begin the removal and replacement process.



4. Bruderheim School – A new playground with a primary focus for children ages five to eight years is scheduled to be constructed in the summer of 2022. The total cost of the playground will be \$230,000.00. The Friends of Bruderheim School Society raised \$25,000.00, the Town of Bruderheim contributed \$100,000.00 from their reserves which were funded by tax dollars. With the combined contributions, the Friends of Bruderheim School Society received a matching grant of \$125,000.00 from the Government of Alberta’s Community Facility Enhancement Program (CEFP). The scheduled start date of the project is July 4, 2022 and expected completion date is August 12, 2022.

## **Annual Audits**

Annual audits are performed on each playground in the Division. Facility Services receives and reviews audit information and communicates with applicable school Principals where playgrounds are nearing the end of their lifecycle to allow for time for fundraising initiatives and construction timelines.

## **Future Process – Effective November 2022**

The current contract for the inspection and maintenance of rural playgrounds will expire February 2022. To save Division funds, seven facility maintenance staff completed theory and practical training for proficiency with the CSA Z614-20 “Children’s Playground Equipment and Surfacing Standard” and successfully received status of being Canadian Certified Playground Inspectors. This certification supports the professional growth plan for these individuals and allows for EIPS playgrounds to be inspected and maintained by Facility Services staff. An annual audit will be performed by a third-party playground inspection company to provide additional assurance of safety and risk management. Approximately \$60,000.00 will be saved annually with this new initiative.

Note: Life cycle expectancy of wooden structures = 15 years  
Life cycle expectancy of metal structures = 25 years

**ATTACHMENT(S)**



# INFORMATION REPORT

**DATE:** June 16, 2022

**TO:** Board of Trustees

**FROM:** Sandra Stoddard, Associate Superintendent, Supports for Students

**SUBJECT:** New Curriculum Update

**ORIGINATOR:** Judy Anderson, Director, Supports for Students

**RESOURCE STAFF:** Amy Barry, New Curriculum Teacher  
Nicole Hamilton, New Curriculum Teacher  
Carla Kokotailo, New Curriculum Teacher  
Leslie Pavan, New Curriculum Teacher  
Amy Rice, New Curriculum Teacher  
Kristen Rosato, New Curriculum Teacher  
Nadine Silveira, New Curriculum Teacher

**REFERENCE:** Alberta’s K-3 Curriculum English Language Arts and Literature and Mathematics  
Administrative Procedure 360: Learning Assessment

**EIPS PRIORITY:** Promote growth and success for all students.

**EIPS GOAL:** Success for every student.

**EIPS OUTCOME:** More students are engaged in school and achieve student-learning outcomes.

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**ISSUE:**

To provide the Board of Trustees an update on the work being done to support new curriculum implementation. The team of seven teachers are creating resources and professional learning to support implementation of the new Kindergarten – Grade 3 English Language Arts and Literature (ELAL) and Mathematics curriculum for the 2022-23 school year.

**BACKGROUND:**

In July 2021, the Division had a team of teachers, consultants and administrators spend five days working through a process to create Scope and Sequences based on the draft new curriculum. The Alberta Government has recently finalized the Kindergarten – Grade 3 ELAL and Mathematics curriculum as well as the Kindergarten – Grade 6 Physical Education and Wellness curriculum, with full implementation for the 2022-23 school year. The Board has provided funds to ensure teachers and administrators have the support necessary for successful implementation. The new curriculum teachers have been working with Supports for Students since March 2022 to prepare resources and provide professional learning opportunities for Division staff. This work will continue for the 2022-23 school year with a team of teachers expanding resource development to support Grade 4–6 curriculum implementation the following year. Additionally, there will be two weeks of summer work this July





# INFORMATION REPORT

which will focus specifically on creating resources for the Kindergarten – Grade 6 Physical Education and Wellness curriculum.

## **CURRENT SITUATION OR KEY POINT:**

- Administrators, teachers and school staff work together to ensure students are engaged and achieve student-learning outcomes.
- Efforts to create high-quality instructional materials that are aligned with the new curriculum are ongoing.
- Professional learning sessions have been created to support administrators as they lead their staff through curriculum implementation.
- Opportunities for feedback related to resource development and professional learning have been ongoing.
- Intentional planning considerations include:
  - Differentiation
  - Indigenous perspectives
  - Formative and summative assessments
  - Best instructional practices in numeracy and literacy
- The above points will be explored in further detail through a presentation led by the new curriculum team.

**DATE:** June 16, 2022

**TO:** Board of Trustees

**FROM:** Mark Liguori, Superintendent

**SUBJECT:** Locally Developed Courses 2022-23

**ORIGINATOR:** Sandra Stoddard, Associate Superintendent, Supports for Students

**RESOURCE STAFF:** Kristin Oleksyn, Consultant, Career Pathways, Supports for Students  
Ryan Marshall, Director, Supports for Students

**REFERENCE:** Administrative Procedure 219: Locally Developed/Acquired and Authorized Courses  
EIPS Four-Year Education Plan

**EIPS PRIORITY:** Promote growth and success for all students.

**EIPS GOAL:** Success for every student.

**EIPS OUTCOMES:** More students achieve a minimum of one year's growth in literacy and numeracy.  
More students are supported and prepared for life beyond high school.

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## ISSUE:

That the Board of Trustees receive for information a report on Locally Developed Courses for the 2022-23 school year.

## BACKGROUND:

- Approval of developed/acquired courses in EIPS is per Board Policy 11 and the Delegation of Authority to the Superintendent 3.10. The Superintendent is delegated to approve Locally Developed/Acquired and Authorized Junior and Senior High School Complementary Courses.
- Senior high school Locally Developed Courses (LDC) must be authorized at the local level according to EIPS' established protocols prior to submission to the ministry.
- Senior high school LDC proposals must be submitted for ministry approval via Locally Developed Courses Online Management System (LDCOMS).
- LDCs must align with the vision of an educated Albertan as an engaged thinker and ethical citizen with an entrepreneurial spirit and learning outcomes should support the development of the competencies and outcomes of the Ministerial Order on Student Learning (#001/2013).
- LDCs must adhere to all applicable provincial education standards and guidelines.
- Junior high school LDCs do not require ministry approval and are kept on file with EIPS.

*Source: Guide to Education, E.C.S. to Grade 12 2015-2016 (2015). Alberta Education. (p.26, 59-61)*

*Local Board Approval by Delegation of Authority to the Superintendent 3.1*

## CURRENT SITUATION OR KEY POINT:

Zero new locally developed courses have been acquired, *eight* courses have been renewed, *eight* courses have expired for senior high school for the 2022-2023 school year.

Zero new locally developed courses have been acquired, *two* courses have been renewed, and *one* course has expired for junior high for the 2022-23 school year.

Course Title	Acquired From	Credits	Course Codes	Start / End Dates
<b>Newly Acquired Courses</b>				
<i>There were no newly acquired courses for the 2022-2023 school year.</i>				
<b>Renewed Courses (Senior High School)</b>				
Astronomy (2022) 15	Calgary School Division	3	LDC1947	09/01/2022-08/31/2026
Astronomy (2022) 25		3	LDC2947	
Astronomy (2022) 35		3	LDC3947	
Biology (IB) 35-5	Calgary Roman Catholic Separate School Division	5	LDC3232	09/01/2016-08/31/2024
Biology (IB) 35-3	Edmonton School Division	3	LDC3232	09/01/2015-08/31/2024
Competencies in Math (2022) 15	Red Deer Public School Division	3, 5	LDC1515	09/01/2018-08/31/2026
Learning Strategies 15	Calgary Roman Catholic Separate School Division	3, 5	LDC1599	09/01/2022-08/31/2026
Learning Strategies 25		3, 5	LDC2599	
Learning Strategies 35		3, 5	LDC3599	
Psychology - Abnormal 35-3	Pembina Hills School Division	3	LDC3155	09/01/2018-08/31/2022
Technical Theatre (2022) 15	Calgary School Division	3, 5	LDC1987	09/01/2022-08/31/2026
Technical Theatre (2022) 25		3, 5	LDC2987	
Technical Theatre (2022) 35		3, 5	LDC3987	
Traditional Land Based Learning 25	Northland School Division	5	LDC2248	09/01/2022-08/31/2024
Traditional Land Based Learning 35			LDC3248	

Renewed Courses (Junior High School)				
Guitar 5-6-7-8-9	Calgary School Division	NA		09/01/2022-08/31/2026
Math Strategies 7-8-9	Elk Island Public School Division	NA		09/01/2022-08/31/2026
Course Title	Acquired From	Credits	Course Codes	Start / End Dates
Current Courses (Senior High School)				
Advanced Acting/Touring Theatre (2019) 15	Calgary School Division	3, 5	LDC1975	09/01/2019-08/31/2023
Advanced Acting/Touring Theatre (2019) 25		3, 5	LDC2975	
Advanced Acting/Touring Theatre (2019) 35		3, 5	LDC3975	
Avid Reader (2021) 25	Elk Island School Division	3, 5	LDC2391	09/01/2021-8/31/2025
Audio (2019) 15	Edmonton School Division	3, 5	LDC1471	09/01/2019-08/31/2023
Audio (2019) 25		3, 5	LDC2471	
Audio (2019) 35		3, 5	LDC3471	
Aviation – Flight (2019) 15	Calgary School Division	3	LDC3841	09/01/2019-08/31/2023
Aviation – Flight (2019) 25		3		
Aviation – Flight (2019) 35		3		
Band (2021) 15	Calgary School Division	3, 5	LDC1439	09/01/2021-08/31/2025
Band (2021) 25		3, 5	LDC2439	
Band (2021) 35		3, 5	LDC3439	
Big History (2019) 15	Chinook's Edge School Division	5	LDC1017	09/01/2019-08/31/2023
Biology (Advanced) (2020) 35	Calgary School Division	3	LDC3232	09/01/2021-08/31/2024
Capstone (2020) 25	Edmonton School Division	3, 5	LDC2282	09/01/2020-08/31/2024
Capstone (2020) 35		3, 5	LDC3282	

Chamber Ensemble (2021) 15 Chamber Ensemble (2021) 25 Chamber Ensemble (2021) 35	Calgary School Division	3, 5 3, 5 3, 5	LDC1417 LDC2417 LDC3417	09/01/2021- 08/31/2025
Competencies in Science (2020) 15- 5	Edmonton School Division	3	LDC1516	09/01/2020- 08/31/2024
Creative Writing & Publishing (2019) 15 Creative Writing & Publishing (2019) 25 Creative Writing & Publishing (2019) 35	Calgary School Division	3, 5 3, 5 3, 5	LDC1269 LDC2269 LDC3269	09/01/2019- 08/31/2023
Dance (2019) 15 Dance (2019) 25 Dance (2019) 35	Edmonton School Division	3, 5 3, 5 3, 5	LDC1413 LDC2413 LDC3413	09/01/2019- 08/31/2023
ESL Expository English (2020) 15 ESL Expository English (2020) 25	Calgary School Division	5 5	LDC1512 LDC2513	09/01/2020- 08/31/2024
ESL Intro to Canadian Studies (2019) 15 ESL Intro to Canadian Studies (2019) 25	Calgary School Division	5 5	LDC1212 LDC2212	09/01/2019- 08/31/2023
ESL Introduction to Mathematics (2020) 15-5	Calgary School Division	5	LDC1350	09/01/2020- 08/31/2024
ESL Introduction to Science (2019) 25	Calgary School Division	5	LDC2213	09/01/2019- 08/31/2023
Fantasy and Science Fiction Appreciation 15-5 Fantasy and Science Fiction Appreciation 25-5	Aspen View School Division	5 5	LDC1031 LDC2031	09/01/2020- 08/31/2024

Film and Media Art (2021) 15	Calgary School Division	3, 5	LDC1092	09/01/2021-08/31/2025
Film and Media Art (2021) 25		3, 5	LDC2092	
Film and Media Art (2021) 35		3, 5	LDC3092	
Forensic Studies (2021) 25-3	Edmonton School Division	3	LDC2256	09/01/2021-08/31/2025
Forensic Studies (2021) 35-3		3	LDC3256	
Foundations in Industry Workplace Safety 35-5	Grande Yellowhead School Division	5	LDC3123	09/01/2021-08/31/2025
Gender Studies 15-3	Rocky View School Division	3	LDC1779	09/01/2020-08/31/2024
Gender Studies 25-3		3	LDC2779	
Gender Studies 35-3		3	LDC3779	
Improvisational Theatre (2020) 15	Edmonton School Division	3, 5	LDC1551	09/01/2020-08/31/2024
Improvisational Theatre (2020) 25		3, 5	LDC2551	
Improvisational Theatre (2020) 35		3, 5	LDC3551	
Instrumental Jazz (2021) 15	Calgary School Division	3, 5	LDC1431	09/01/2021-08/31/2025
Instrumental Jazz (2021) 25		3, 5	LDC2431	
Instrumental Jazz (2021) 35		3, 5	LDC3431	
Journalism (2019) 15	Calgary School Division	5	LDC1696	09/01/2019-08/31/2023
Journalism (2019) 25		5	LDC2696	
Journalism (2019) 35		5	LDC3696	
Life Skills 15-5	Calgary School Division	5	LDC1928	09/01/2020-08/31/2023
Mental Health Literacy 15-3	St Albert School Division	3	LDC1027	09/01/2020-08/31/2024
Military Studies (2020) 15	Calgary School Division	3, 5	LDC1051	09/01/2020-08/31/2024
Military Studies (2020) 25		3, 5	LDC2051	
Military Studies (2020) 35		3, 5	LDC3051	
Musical Theatre Performance (2021) 15-5	Calgary School Division	5	LDC1858	09/01/2021-08/31/2025
Musical Theatre Performance (2021) 25-5		5	LDC2858	
Musical Theatre Performance (2021) 25-5		5	LDC3858	

Musical Theatre Performance (2021) 35-5				
Myth-Busting Science 25-3	Elk Island Public School Division	3	LDC2403	09/01/2019-08/31/2023
Parenting - The Toddler Years (2020) 15-3	Calgary School Division	3	LDC1082	09/01/2020-08/31/2024
Preparation for Parenting (2019) 35-5	Edmonton Catholic Separate School Division	5	LDC3170	06/02/2020-08/31/2023
Reading (2020) 15	Calgary School Division	3, 5	LDC1148	09/01/2020-08/31/2024
Reading (2020) 25		3, 5	LDC2148	
RS Christian Studies (2019) 15	Edmonton School Division	3	LDC1775	09/01/2019-08/31/2023
RS Christian Studies (2019) 25		3	LDC2775	
RS Christian Studies (2019) 35 <i>Formally called Christian Studies</i>		3	LDC3775	
Statistics (2020) 35-5	Edmonton School Division	5	LDC3195	09/01/2020-08/31/2024
Theatre Performance (2020) 15-5	Edmonton School Division	5	LDC1367	09/01/2020-08/31/2024
Theatre Performance (2020) 25-5		5	LDC2367	
Theatre Performance (2020) 35-5		5	LDC3367	
Theory of Knowledge (2021) 25-3	Edmonton Catholic Separate School Division	3	LDC2152	09/01/2021-08/31/2025
Theory of Knowledge (2021) 35-3		3, 5	LDC3152	
Workplace Essential Skills (2021) 25-5	Edmonton School Division	5	LDC2743	09/01/2021-08/31/2025
Workplace Essential Skills (2021) 35-5		5	LDC3743	
Yoga (2019) 15	Calgary School District	3, 5	LDC1449	09/01/2019-08/31/2023
Yoga (2019) 25		3, 5	LDC2449	
Yoga (2019) 35		3, 5	LDC3449	
<b>Current Courses (Junior High School)</b>				

Christian Studies and Living 7-8-9	Elk Island School Division	NA	LDCCH7 LDCCH8 LDCCH9	09/01/2019- 08/31/2023
Dance 7-8-9	Edmonton School Division	NA	LDCDAN7 LDCDAN8 LDCDAN9	09/01/2019- 08/31/2023
Hockey Plus 7-8-9	Elk Island School Division	NA	LDCHOC7 LDCHOC8 LDCHOC9	09/01/2019- 08/31/2023
Learning Strategies 7-8-9	Elk Island School Division	NA	LDCLST7 LDCLST8 LDCLST9	09/01/2019- 08/31/2023
Musical Theatre 8-9	Elk Island School Division	NA	LDCMT8 LDCMT9	09/01/2019- 08/31/2023
Soccer Plus 7-8-9	Elk Island School Division	NA	LDCSOC7 LDCSOC8 LDCSOC9	09/01/2019- 08/31/2023



Course Title	Acquired From	Credits	Course Codes	Start / End Dates
<b>Expired Courses (Senior High School)</b>				
American Sign Language and Deaf Culture 3Y (2018) 15	Edmonton School Division	5	LDC1289	09/01/2019-08/31/2022
American Sign Language and Deaf Culture 3Y (2018) 25		5	LDC2289	
American Sign Language and Deaf Culture 3Y (2018) 35		5	LDC3289	
Aviation - Structures 25 Aviation - Structures 35	Calgary School Division	3	LDC2341	09/01/2018-08/31/2022
		3	LDC3341	
Human Condition and Shakespeare (2018) 15	Westmount Charter School Society	3	LDC1143	09/01/2019-8/31/2022
Physics (IB) 35-3	Edmonton School Division	3	LDC3262	09/01/2015-08/31-2022
Service Rig Floor hand 15	Northern Lights School Division	5	LDC1239	09/01/2018-08/31/2022
Speech and Debate 15	Edmonton School Division	3	LDC1209	09/01/2018-08/31/2022
Speech and Debate 25 Speech and Debate 35	Edmonton School Division	5	LDC2244	09/01/2020-08/31/2022
		5	LDC3244	
Video 15 Video 25 Video 35	Black Gold Regional Division	5	LDC1081	06/10/2019-08/31/2022
		5	LDC2081	
		5	LDC3081	
<b>Expired Courses (Junior High School)</b>				
Bring On Books 7-8-9	Elk Island Public School Division	NA	LDCBOB7 LDCBOB8 LDCBOB9	09/01/2018-08/31/2022
The resources that <i>may</i> be used by schools to teach the newly acquired courses are listed in the course outlines provided.				

## ATTACHMENT(S):

Link for attachments listed: [Attachment Link](#)

### Senior High

1. Astronomy (2022) 15-25-35
2. Biology (IB) 35
3. Competencies in Math (2022) 15
4. Learning Strategies 15-25-35
5. Psychology - Abnormal 35
6. Technical Theatre (2022) 15-25-35
7. Traditional Land Based Learning 25-35

### Junior High

8. Guitar 5-6-7-8-9
9. Math Strategies 7-8-9