

Committee of
School Councils

Meeting Agenda

Central Services Office
boardroom
683 Wye Rd., Sherwood Park, AB
[Livestream available](#)
Wednesday, May 3, 2023
7 p.m.

Time	Agenda	Presented by
7 p.m.	Opening Remarks and Welcome	Lesley Williams, COSC Chair
7:02 p.m.	Introductions	All
7:05 p.m.	Motions <ul style="list-style-type: none"> a. additions to the agenda b. agenda approval c. approval of minutes: April 5, 2023 	Lesley Williams, COSC Chair
7:10 p.m.	Board Report	Trina Boymook, EIPS Board Chair
7:20 p.m.	ATA Report	Deneen Zielke, President, ATA Local No. 28
7:30 p.m.	For Information <ul style="list-style-type: none"> a. ASCA update b. Caregiver Series: May c. School Council Annual Reports: Due June 27 d. School Council Engagement Grant Summary 	Lesley Williams, COSC Chair Lesley Williams, COSC Chair Lesley Williams, COSC Chair Lesley Williams, COSC Chair
8 p.m.	New Business <ul style="list-style-type: none"> a. Draft Spring Budget 2023-24: Highlights b. EIPS Three-Year Engagement Plan update 	Mark Liguori, Superintendent Mark Liguori, Superintendent
8:40 p.m.	COSC Sharing <ul style="list-style-type: none"> a. ASCA Conference and AGM: Overview and highlights b. School Council Engagement Grant 	Lesley Williams, COSC Chair Lesley Williams, COSC Chair

Electronic Handouts

COSC Minutes
Board Highlights
Caregiver Series
School Council Annual Report – Sample
SCE Grant Tracking Spreadsheet
2023-24 EIPS Budget Highlights
Three-Year Engagement Plan Presentation

Next Meeting:

Wednesday, Oct. 4, 2023



UNRATIFIED

MEETING MINUTES

Elk Island Public Schools, in-person meeting

April 5, 2023 | 7 p.m.

Committee of
School Councils

In Attendance

SCHOOL COUNCIL EXECUTIVE

Chair: Lesley Williams, Sherwood Heights Junior High

Vice-Chair: Chelsea Pretzlaw, Ardrossan Elementary

SCHOOL COUNCIL MEMBERS

Aileen Bozic, SCA Secondary (Interim Secretary)

April Childs, Lakeland Ridge

Brian Vick, Brentwood Elementary

Christan Rasmussen, Westboro Elementary

Jenn Fukuyama, Clover Bar Junior High

Jennie March, Ardrossan Junior Senior High

Kendra Roemer, Mills Haven Elementary

Kim Scott, Westboro Elementary

Lisa Harke, SCA Elementary

Lisa Plooy, Fort Saskatchewan Christian

Meagan Bruce, Woodbridge Farms Elementary

Sarah Without, Sherwood Heights Junior High

ELK ISLAND PUBLIC SCHOOLS BOARD OF TRUSTEES

Trina Boymook, Chair

Don Irwin, Trustee

Jim Seutter, Trustee

Jacqueline Shotbolt, Trustee

Susan Miller, Trustee

ELK ISLAND PUBLIC SCHOOLS

Mark Liguori, Superintendent

Sandra Stoddard, Associate Superintendent

Daniel Radersma, ATA Local No. 28 Secretary

Emma Small, Communication Services

CALL TO ORDER

The meeting was called to order at 7 p.m.

AGENDA

COSC Chair Williams called for additions or deletions to the agenda.

MOTION | The agenda be adopted, as circulated.

MOTION CARRIED

APPROVAL OF MINUTES

COSC Chair Williams called for approval of the March 1, 2023, meeting minutes.

MOTION | The minutes be approved, as circulated.

MOTION CARRIED

COSC Chair Williams stated the May COSC meeting would use a hybrid delivery.

Board Report

Board Chair Trina Boymook presented the Board Report.

HIGHLIGHTS:

- The Board of Trustees approved the recommendation to consolidate the elementary Logos program at Brentwood Elementary. Families were informed of the decision and given an opportunity to finalize their registration for the 2023-24 school year.
- At the March 16 Board meeting, the Board set boundaries for Cambrian Crossing. Hearthstone—east of Oldman Creek—will be designated to Glen Allan Elementary, F.R. Haythorne Junior High and Bev Facey Community High, while Cambrian—west side of Oldman Creek—will be designated to Westboro Elementary, Clover Bar Junior High and Salisbury Composite High.
- Also at the March 16 Board meeting, the Board was thrilled to nominate Rae-Lynn Billingsley, a Grade 4 teacher at A.L. Horton Elementary for this year’s Edwin Parr Teacher Award from the Alberta School Boards Association (ASBA).
- The Board approved an updated three-year capital plan, where the Fort Saskatchewan High-Rudolph Henning Junior High replacement school has moved to the Board’s number one request. This request is followed by a James Mowat Elementary replacement school and then a major modernization of Vegreville Composite High into a K-12 school as priority number three.
- Earlier this year, EIPS submitted a concept proposal that would see the replacement school for Fort Saskatchewan High and Rudolph Hennig Junior High become a collegiate school. The Board received exciting news from Alberta Education—it would like the Division to submit a business case by March 31.
 - The collegiate school concept helps students pursue a wide range of post-secondary options, in addition to opportunities in high demand trades. A collegiate school provides a comprehensive launch to many apprenticeship-based occupations high demand in Alberta, while still providing important experiences and learning opportunities for those choosing to pursue other academic routes and careers. EIPS has one of the first public school boards to put forward a concept under this new initiative; therefore, timelines and the extent of the process is unknown currently.
- On March 22, the Board had a second budget working session. It has reviewed the details of the funding manual and will continue its budget discussions at the Board Caucus meeting on April 6. Although the budget has experienced an increase in specific places, this rise is a result of repurposed funding from other areas. Because of the introduction of reserve caps, the Board is on track to deplete a large portion in the current year to stay under the cap. It’s expected there’ll be limited use of reserves in building next year’s budget. The Board will approve allocations to schools at a special meeting taking place April 27.
- Also on March 22, the Board met with Lamont Town Council where it discussed areas of mutual interest. Additionally, the Board extended its appreciation to the town council for their financial contributions toward a Family School Liaison Worker.
- EIPS will implement the majority of new student transportation changes this fall. These changes will see eligible service extend to those elementary students living one kilometre or more walking distance from the school they’re registered to attend and secondary students who live two or more kilometres walking distance from the school they’re registered to attend. Implantation for the 2023-24 school year is optional. EIPS will use driving distance to determine eligibility for the 2024-25 school year. On April 27, the Board will set the fees for the 2023-24 school year at a special meeting. The Division will advise parents of their eligibility and fees following the meeting.
- On April 6, the Board will have a special meeting to consider the need for an information report regarding the possible closure of Andrew School. The information report would be presented at the Board meeting on April 20. The special meeting is scheduled for 1 p.m. and will be livestreamed.
- The next French Immersion public engagement session will take place April 13. EIPS is exploring ways to enhance the program, increase retention at the junior high and senior high levels, address anticipated enrolment pressures in Ardrossan and balance enrolment at the elementary level.

- At the upcoming session, EIPS will share its vision for the French Immersion program and the guiding principles that align with the key themes identified during the first two phases. The Division also developed a potential solution that supports both the vision and guiding principles.
- Those in attendance will break out into small groups to consider the strengths, weaknesses and gather ideas around how the solution can be enhanced and alternative options. Those that are unable to attend will be able to provide their thoughts through a survey emailed out to families and posted on the Division website.
- At the June 15 Board meeting, the Board will consider the EIPS Superintendent's recommendation for the French Immersion program and will make a decision on the solution.
- April 16-22 is National Volunteer Week. This year's week focuses on highlighting inspiring figures whose invaluable seeds of kindness through volunteering are bettering their community and the world in general.

ATA Report

ATA Local No. 28 Secretary Daniel Radersma presented the ATA report.

HIGHLIGHTS:

- With less than two months to the provincial election, both the provincial Alberta Teachers' Association (ATA) and the Local are working hard to make education a top priority for all candidates.
- The provincial ATA has sponsored new television, billboard, bus and radio ads. Because of new advertising constraints regarding election material, these ads must be carefully designed to not break the rules. Radersma stated voters are encouraged to go to the [Stand for Education website](#), which is a private campaign where more blunt statistics and survey results can be found. He asked COSC members to sign up and to encourage parents and caregivers in their school communities to do the same.
- From April 14-16, the Strathcona County Chamber of Commerce's annual [trade fair](#) occurs at Millennium Place. The Local has rented a booth and will be handing out window signs that encourage people to vote for education. Children's artwork will be featured, and small treats will be handed out. Booth facilitators will encourage voters to talk to all party candidates about the importance of a properly funded public education system that addresses class sizes and supports for vulnerable learners. Radersma stated if COSC members or anyone in their school communities are interested in working the booth for a short shift, they can contact politicalengagement@elkislandlocal28.ca.
- Radersma stated Stand for Education posters are also available for school councils and their communities to use, and they can contact ATA Local No. 28 President [Deneen Zielke](#) to get them dropped them off at their schools.

For Information

ASCA UPDATE – Lesley Williams, COSC Chair

- The ASCA Conference and Annual General Meeting (AGM) occurs April 21-23.
 - COSC Chair Williams stated there were three Board-sponsored spots available for EIPS school council members to attend the ASCA Conference and/or AGM. The deadline to register was April 5.
 - The keynote speaker will be Debbie Pushor who will speak about the role of parents and family-centric education. Jennifer Turner will discuss the reconnecting of people after the pandemic. Representatives from Sherwood Heights Junior High will also speak. Other session speaker and breakout session [descriptions](#) are available.
 - COSC Chair Williams stated the deadline to register for ASCA resolution voting at the AGM was April 13. The credential voting form and proxy voting form can be found on the ASCA website.
 - The AGM also gives ASCA members a chance to vote on the elected ASCA Board of Directors. Candidate profiles can be found on the [ASCA website](#).

COMMENTS AND QUESTIONS

Question: If you can only attend part of the conference, can someone go in your place?

Answer: No, the registration is not transferable.

ASCA REGISTRATION AND PROXY VOTE – Lesley Williams, COSC Chair

- COSC Chair Williams noted the importance of filling out the credential voting form by 5 p.m. on April 13.
- In terms of the proxy voting form, “proxy” means to carry another school council’s vote. Filling out the form is simple and easy.

COMMENTS AND QUESTIONS

Question: Is the AGM hybrid?

Answer: No—you need to be in person, but you’ll use the Election Buddy platform.

Question: How will we know who can proxy?

Answer: Emma Small, a communications and public engagement assistant at EIPS, will let COSC members know who’s registered in the meeting follow-up email.

CAREGIVER SERIES UPDATE – Lesley Williams, COSC Chair

- The [April Caregiver Series](#) schedule is now available.
- Offered through Alberta Health Services, the sessions are informative and valuable.
- COSC Chair Williams encouraged members to review the [April Caregiver Series](#) calendar.

SCHOOL COUNCIL ENGAGEMENT GRANT – Lesley Williams, COSC Chair

- The Alberta Education School Council Engagement Grant funds are available until the end of the school year. COSC Chair Williams encouraged all councils to use their grant if they haven’t done so already.
- COSC Chair Williams went over grant approvals:
 - The following school councils have grant approval as of April 5, 2023:
 - A.L. Horton Elementary
 - Andrew School
 - Brentwood Elementary
 - École Campbelltown
 - École Parc Élémentaire
 - Fort Saskatchewan Elementary
 - Fort Saskatchewan High
 - Rudolph Hennig Junior High
 - Strathcona Christian Academy Elementary
 - Westboro Elementary
 - Woodbridge Farms Elementary
 - The following school councils are pooling funds for the David Irvine presentation:
 - Ardrossan Elementary
 - Ardrossan Junior Senior High
 - Bev Facey Community High
 - Clover Bar Junior High
 - Fultonvale Elementary Junior High
 - Heritage Hills Elementary
 - Lakeland Ridge
 - Mills Haven Elementary
 - Next Step
 - Sherwood Heights
 - Strathcona Christian Academy Secondary
 - Wes Hosford Elementary

- COSC member Kendra Roemer stated David Irvine will be presenting Cultivating Compassion in Our School Community for the schools who pooled their funds together at 7 p.m. on April 19. This session is not only for school councils but their whole school community. He will discuss how to be engaged in a school community and how to make the school community a warm inviting space. There'll also be time for a Q and A at the end. Registration is required for the presentation, so COSC member Roemer encouraged people to register early. An email with a flyer went out to school councils pooling funds.

COMMENTS AND QUESTIONS

Question: Are only the schools who pooled their funds able to attend the David Irvine session?

Answer: Yes, that's the contract that was signed.

New Business

PROVINCIAL ELECTION PLANNING AND ADVOCACY – Trina Boymook, EIPS Board Chair

- The Board will engage with all the candidates about education and advocate for the Division with consistent messaging. The Board will also work with ASBA to create a provincial approach.
- There's an added emphasis this year on charter schools because they receive the same funding as the public system, yet don't have as much accountability and can be selective in who can attend. EIPS creates education for all children and all abilities.
- The Board has identified three areas to focus on for the election:
 1. Strong Public Education System: Advocating for public education and the success of the public education system for all students. To return funding to public education and not private or charter schools.
 2. Infrastructure: EIPS has increased infrastructure needs and each community must be looked at separately as each school is unique and diverse. Modular costs are not being met by the provincial government whether it's for moving them between sites or replacing outdated ones.
 3. School Board Autonomy: The provincial government is encroaching on mandate and decision-making capacity. School boards should be able to invest resources to best serve their students once the government identifies what needs to be achieved.
- Board Chair Boymook stated if any of the one to three areas are important to COSC members, they can be used as a springboard to advocate.
- Flyers will be shared with EIPS families and staff once the election has been called.
 - Trustees will be attending all public forums and handing out these flyers to participants attending.
 - The flyer focuses on three key areas and gives parents and caregivers questions that they can be comfortable to ask, and candidates can realistically give a response to.
 - COSC member Roemer discussed parents and caregivers using fact blurbs from the flyer to share on social media.

COMMENTS AND QUESTIONS

Question: When you speak to the candidates will you make their answers available to us?

Answer: The advocacy committee will review to see if this information can be shared.

Question: Is there a good spot available to share information?

Answer: EIPS will make a plan and potentially use the Division's social media platforms to help keep families informed. The Division does advocacy updates quarterly. Follow your trustees on social media as they will be responsible for engaging the nominees in their areas. However, individuals must recognize some candidates may not be education experts.

Question: Is it the different funding models or the reserve caps that are more limiting for school boards?

Answer: Prescribed solutions are not a fit for all schools. The reserve cap is certainly limiting but it's more about the prescribed solutions. It can be difficult for some school boards to actually utilize funds with narrow

parameters. These prescribed solutions often do not capture consultation or real-life, ongoing situations and often are overreaching unilateral decisions. All governmental parties overreach—it's not a singular party concern. Publicly elected boards with autonomy and wider parameters can do better—sometimes with less cost.

Question: What is a public forum for meeting with candidates?

Answer: The Strathcona County Chamber of Commerce will be hosting local candidate forums. These are open to the public and the candidates take questions—usually candidates start with a speech. Tables will also be set up for residents to come and talk to candidates. Forums will have certain questions from the business community too. Other local chambers of commerce will likely have candidate forums.

COSC Sharing

Q AND A FOR ASCA RESOLUTIONS – Lesley Williams, COSC Chair and Chelsea Pretzlaw, COSC Vice-Chair

- No comments on ASCA resolutions.
- COSC member Roemer: We moved our school council AGM to May. Have other school councils had success explaining the roles of their council without scaring potential members away?
 - Stress the importance of having strong leadership within the executive team.
 - Have varying roles for council executives.
 - Start with small jobs. There's the potential to break the roles down to be shared by two people, such as the secretary position.
 - Move AGM to the end of the year, which could increase succession planning and recruiting.
 - Build a strong relationship with the school administration and fundraising society—if applicable—they may know of people wanting to be involved.
 - Reduce barriers to participation—break down acronyms and explain jargon as not everyone knows what these specialized words and phrases mean.
 - Meet with new parents to see if they'd like to get involved.
 - Try for direct asks as they may be more effective.
 - Increase visibility of the council, such as going to school events.
 - Have clear bylaws and operating procedures.

MEETING ADJOURNED AT 9:01 P.M.

Next COSC Meeting

DATE: May 3, 2023

TIME: 7 p.m. to 9 p.m.

LOCATION: EIPS Central Services building, boardroom.



APRIL 2023

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Chair’s Report

RECENT EVENTS

Board Chair Trina Boymook highlighted recent events:

- On March 20, trustees attended an Alberta School Board Association (ASBA) advocacy meeting. The highlights: a political analyst who spoke about current political landscape and ASBA discussion on its strategic plan for the upcoming provincial elections.
- On March 20, school board chairs and senior administration met with Education Minister Adriana LaGrange, which focused on the new curriculum—the final draft, implementation plan, and answers to questions.
- On March 22, trustees attended a joint meeting with the Town of Lamont. Discussion topics included: upcoming plans, key focus areas and topics of common interest.
- On April 5, Trustee Jaqueline Shotbolt represented the Board at the Fort Saskatchewan’s State of the City Address—an important event to be part of for networking purposes and building awareness related to the city’s key focus areas.
- On April 11, trustees attended a Sherwood Park and District Chamber of Commerce luncheon with special guest Premier Danielle Smith.
- On April 14, Chair Boymook attended the 2023 Great Canadian Trade Fair and Sale opening ceremony, hosted by the Sherwood Park and District Chamber of Commerce. The event was well attended and offered an opportunity to meet and network with local decision-makers.
- On April 19, Chair Boymook and trustees Cathy Allen, Don Irwin, Susan Miller and Jim Seutter attended Strathcona County’s State of the County Address, which focused on the county’s work and it’s short- and long-term development plans.

THREE-YEAR ENGAGEMENT STRATEGY: FRENCH IMMERSION

On April 13, the Board attended the third in-person public engagement session about EIPS’ French Immersion program—which was well attended with lots of constructive feedback. The Board is exploring ways to enhance French Immersion programming by increasing secondary-level retention, addressing anticipated enrolment pressures in Ardrossan and balancing enrolment at the elementary level. For those who couldn’t make the meeting, they can still offer feedback by completing the online [survey](#), open until April 24. Trustees review all the feedback gathered before making decisions. At the June Board meeting, EIPS plans to present a report detailing the French Immersion engagement efforts to date.

NATIONAL VOLUNTEER WEEK

National Volunteer Week is April 16-22. Within EIPS, hundreds of volunteers offer their time and expertise on an ongoing basis. Collectively, these efforts help support the success of EIPS schools and make a difference in the lives of students and their learning environments. In recognition of National Volunteer Week, and on behalf of the Board of Trustees, Chair Boymook thanked all EIPS volunteers for the many ways they give their time, skills and resources to the Division.



BOARD HIGHLIGHTS

CONDOLENCES

On April 20, RCMP are holding a Regimental Funeral for Strathcona County's Constable Harvinder Singh Dhami, who was killed in a crash while on duty earlier this month. On behalf of the Board, Chair Boymook expressed heartfelt condolences to his families, friends, colleagues and all first responders.

Superintendent's Report

RECENT EVENTS

Superintendent Mark Liguori highlighted recent events:

- On March 22, Superintendent Liguori joined trustees at its joint meeting with the Town of Lamont.
- On April 13, Superintendent Liguori attended the third public engagement session about the Division's French Immersion program. It was great to see so many people there who provided outstanding feedback.
- On April 16-18, Superintendent Liguori attended uLead 2023, an annual educational leadership summit. Highlights: A session focused on women in leadership, facilitated by Lisa Everitt, the Executive Staff Officer at the Alberta Teacher's Association, and keynote speaker Desiree Cocroft, a leadership consultant, who spoke about unconscious bias.

Association and Employee Group Reports

ASBA ZONE 2/3 REPORT

Trustee Jacqueline Shotbolt attended the Alberta School Boards Association (ASBA) Zone 2/3 meeting on March 17. The highlights:

- roundtable discussions about the Traffic Safety Committee and student transportation for 2023-24;
- ASBA presented trustees with key messages on its advocacy priorities for the upcoming election;
- all trustee position statements are due on April 21; and
- the April 28 ASBA meeting now takes place on May 1.

ATA LOCAL REPORT

The Board received for information the Alberta Teachers' Association (ATA) Local No. 28 report from the association's President, Deneen Zielke:

- On April 14-16, teachers gathered in Calgary for a collective bargaining conference—there, it was shared Alberta ranks the lowest in Canada for its per-pupil spending and has the largest class sizes in the country.
- On April 14-16, the Local hosted an information booth at the 2023 Great Canadian Trade Fair and Sale—to build awareness of the importance of a strong public education system—which seems to be paying off as education has become top of mind for Albertans leading into the provincial election.
- On April 26, the Local will host a Pints and Politics event with ATA President Jason Shilling for members to ask questions, engage and learn ways to impact the next election.

EMPLOYEE RELATIONS GROUP REPORT

The Board received for information the Employee Relations Group (ERG) report from the group's Chair, Dulcie Arbuckle-Jarvin:

- Classified Professional Learning Day takes place on May 5. Human Resources is working hard and finalizing all the last-minute details—the event promises to be a great day of learning.
- The ERG's Terms of Reference are now complete. The ERG will post it on EIPS' SharePoint intranet site.
- Arbuckle-Jarvin thanked Fred Rempel, a consultant with EIPS, for hosting a safety session for educational assistants working in labs for Careers and Technology Studies.
- Human Resources has started preparing its classified school-based hiring process for 2023-24—to date, there is only one declared surplus staff.

Comments from the Public

PRESENTATION TO THE BOARD: ANDREW SCHOOL

The Board heard a presentation from the Village of Andrew about the possible closure of Andrew School. Deputy Mayor Tammy Ann Pickett discussed her concerns about the possible closure, including the impact on the community, effects from previous grade reconfigurations and how student transportation ride times may be affected. The Board thanked Pickett for taking the time to present her concerns.

PRESENTATION TO THE BOARD: ANDREW SCHOOL

The Board heard a presentation from the Village of Andrew about the possible closure of Andrew School. Mayor Merwin Haight discussed his concerns about the possible closure, including the school's importance to the community and culture, possible negative effects on local organizations and future economic growth plans in Andrew. He also asked the Board if obtaining a third-party quote for the school's needed building repairs is possible. The Board thanked Haight for taking the time to present his concerns.

New Business

BUSINESS ARISING FROM IN CAMERA

The Board approved the motion it “declares 5137 Queen St., Bruderheim, Alta., surplus to the Board’s needs.”

POLICY AMENDMENTS

The Board approved amendments to:

- [Board Policy 2: Role of the Board](#);
- [Board Policy 10: Policy Making](#);
- [Board Policy 12: Role of the Superintendent](#); and
- [Board Policy 20: Assessment and Reporting of Student Learning](#).

Overall, the approved changes strengthen the policies’ clarity, definitions, language and readability.

2023-24 KEY BUDGET ASSUMPTIONS

The Board approved the key budget assumptions for the 2023-24 school year (see pg. 62, “[2023-24 Key Budget Assumptions](#)”). The assumptions are based on the Board’s mission and belief statements, the Division’s [Four-Year Education Plan](#), Alberta’s Budget 2023 and the provincial *Funding Manual for School Authorities 2023-24 School Year*. EIPS will use the approved assumptions to develop its 2023-24 spring budget, which helps schools and departments plan for the upcoming school year. As with all assumptions, changes such as funding, reserve usage, enrolment numbers and standard costs can significantly affect the budget.

ASSUMPTION HIGHLIGHTS FOR 2023-24

General operations – Focus areas include student learning, student and staff well-being, career pathways, the new curriculum, junior high intervention supports, program equity and Division infrastructure.

Enrolment – The Division expects student enrolment to increase by 23 students by fall 2023—to 17,483 students from 17,460 students in fall 2022.

Funding Grants – Alberta Education is introducing two new grants—the Teacher Settlement Grant and Class Complexity Grant. It will also continue offering the Student Well-Being Grant and Curriculum Implementation Grant. However, these amounts are still unknown and now require an application process. As well, the province made revisions to the Transportation Grant and System and Administration Grant.

Other Revenue – EIPS expects provincial funding to cover its lease agreements for Strathcona Christian Academy Elementary and Strathcona Christian Academy Secondary; the Mental Health Capacity Building Grant; and the

Division's Official Languages in Education Program. The Division will also generate revenue through school-generated funds and school fees. Unlike previous years, the spring budget won't include funding for the Odyssey Language Program, as it's unknown if the federal government will continue to support it, and the amount.

Compensation – EIPS anticipates the overall certificated standard costs to increase by 2.9% and standard classified costs to increase by 2.3% and 8.5%. The increases are the result of the new collective bargaining agreement and a hike in the employee benefits rate.

Inflation – EIPS anticipates non-salary inflationary increases—based on the overall consumer price index. These include higher costs for furnishings, equipment, careers and technology studies supplies, electricity, natural gas and custodial services.

Carbon Tax – EIPS anticipates increases in carbon tax costs based on the *2030 Emissions Reduction Plan*, a federal document outlining Canada's plan to meet its 2030 emissions reduction target. Currently, EIPS pays a \$65 per tonne carbon tax. Annually, that will increase until it reaches the targeted \$170 per tonne, in 2030. As a result, it will continue to impact the Division's budget, and in term, remove funds from the classroom.

Reserves – Alberta Education confirmed EIPS' operating reserve limit for Aug. 31, 2024—3.2%, or \$6.56 million. The Division must ensure its operating reserves are within 3.2% of its operating expenses. Any reserve money more than that amount must be returned to Alberta Education in December 2025. Administration will ensure operating reserves are below that number.

Expenses – The Division anticipates overall capital items purchases to total approximately \$300,000 in 2023-24. Administration also developed a five-year capital projection that lists anticipated capital needs requiring funds into the Capital Reserve over time. The list ensures enough funds in future years.

SCHOOL FEES: 2023-24

The Board approved the proposed school fees for 2023-24, which outlines how fees are charged for optional courses; alternative programs; extracurricular; lunch supervision; non-curricular goods and services; and activity expenses, such as field trips. Earlier this year, parameters were set by the Board to ensure students achieve quality education, while also ensuring fees aren't cost-prohibitive for families. Any fees that exceeded the listed parameters—above a 5% to 7% increase—were reviewed and vetted by Financial Services. Now approved, schools will post fees on their individual websites for the 2023-24 school year (see pg. 79, "[2023-24 School Fees](#)").

Committee Report

POLICY COMMITTEE

The Board received for information a report from the Policy Committee meeting held on April 11. The committee reviewed four policies—all will come forward to the Board at the next public meeting in May.

Reports for Information

ANDREW SCHOOL

The Board received for information a report regarding the possible closure of Andrew School. The report was prepared by EIPS administration and includes information about the school's background, programming, infrastructure needs and costs, enrolment, class configurations, staffing, attendance-boundary demographics, costs and finances, student transportation and possible options going forward (see pg. 149, "[Andrew School](#)").

TRUSTEE NOTICES OF MOTIONS AND INFORMATION REQUESTS

Chair Boymook made a motion, and the Board approved, "that a Board special meeting be called at 10 a.m. on May 4, 2023, at which time administration is to provide the Board of Trustees with a final recommendation report regarding Andrew School."

Special Board Meeting: April 6, 2023

ANDREW SCHOOL

The Board directed administration to prepare an information report regarding the possible closure of Andrew School, provided to trustees before the next Board meeting on April 20, 2023.

Special Board Meeting: April 27, 2023

BUDGET ALLOCATIONS AND RESERVES USE: 2023-24

The Board approved the budget allocations and reserve use for the 2023-24 school year (see pg. 3, “[2023-24 Budget Allocations Including the Use of Reserves](#)”). Overall, EIPS will receive a 4.8%, or \$8.82 million, increase in funding from Alberta Education—\$6.6 million for specifically targeted grants and \$2.2 million for non-targeted grants. Despite the increase, it’s still a tight budget given rising inflation for utilities and employee benefits costs, rules for targeted grants and restrictions on accessing reserves. As such, the Division will develop a conservative spring budget that supports the mission, belief statements and priorities of EIPS.

FUNDING CHANGES HIGHLIGHTS: 2023-24

Changes in funding include:

- a 6% base-funding increase—to offset the decrease in bridge funding;
- a 10% increase to supports and services grants—for specialized learning support; Program Unit Funding; English as an additional language; refugee students; and First Nations, Métis and Inuit education—to offset the decrease in bridge funding.
- a 20% increase to the School Nutrition Grant;
- a 5% increase to the Operations and Maintenance Grant;
- a new Classroom Complexity Grant;
- a new funding model for student transportation that expands rider eligibility and helps absorb rising inflationary costs; and
- the elimination of bridge funding.

SCHOOLS AND DEPARTMENTS: 2023-24

Allocations for schools will increase, by 1.6%, because of higher standard costs. Although, the exact allocations for each school will vary based on enrolment number changes, the weighted-moving-average funding formula and standard cost adjustments. And, for small rural schools, allocations will align with the funding levels detailed in the province’s *Funding Manual for School Authorities 2023-24 School Year*.

Similarly, allocations for central departments will also increase, by 2.3%. However, after factoring out the targeted student transportation funding, department allocations will end up decreasing, by 1.1%. The drop is primarily because of one-time spending projects planned in 2022-23—which were funded by reserves.

ACCUMULATED SURPLUS AND RESERVES

Overall, the Division projects an accumulated surplus of \$3.58 million, as of Aug. 31, 2024. The accumulated surplus comprises investment in tangible capital assets (\$7.66 million), operating reserves (\$4.67 million), capital reserves (\$840,000), and asset-retirement obligation (-\$9.6 million). As well, EIPS plans to access \$1.86 million from its operating reserves for schools and departments and \$1.17 million from the Division Allocated Reserve to support Division projects—for the most part, related to student learning, student and staff well-being, career pathways, the new curriculum, junior high intervention supports, program equity and Division infrastructure. Finally, EIPS projects the Division Unallocated Reserve to be \$3.45 million by Aug. 31, 2024, which is well within the operating reserve limit (see pg. 4, “Assumption Highlights: Reserves”).

CAPITAL PURCHASES

The Board approved \$1.33 of capital purchases in 2023-24:

- \$814,000 for the Salisbury Composite High Stormwater Project; and
- \$220,000 for the building management system.

MEETING WITH FORT SASKATCHEWAN

As part of the Allocation discussion, Chair Boymook shared the Board met with the City of Fort Saskatchewan on April 26, 2023. The Board expressed to the city its concern about needed supports outside its mandate to better serve children, families and the community. In previous years, the City of Fort Saskatchewan had a family-school liaison worker (FSLW) on staff who provided the mentioned supports and services. However, the province suspended the grant that paid for the FSLW. So, the position was eliminated. Looking ahead, the EIPS Board will continue to advocate for a FSLW in Fort Saskatchewan, and administration will explore ways to help facilitate re-establishing the position.

BOARD POLICY 17

The Board approved amendments to [Board Policy 17: Student Transportation Services](#). The changes align with Alberta Transportation Funding Manual's distance eligibility requirements.

STUDENT TRANSPORTATION FEES: 2023-24

The Board approved Student Transportation fee schedule for the 2023-24 school year. Student Transportation offers an enhanced transportation fee structure. As such, all riders pay a fee for transportation services. It's an equitable structure for riders and allows EIPS to maintain its current level of service. Thanks to a new provincial funding model for student transportation, fees will decrease in 2023-24. Changes made to the funding model include expanding rider distance eligibility, including for riders attending a school or program of choice, and added funding to cover higher fuel and inflationary costs. Student Transportation will also continue to offer a payment-plan option—available to families with fees of \$300 and more—paid over seven months. The approved 2023-24 student fee schedule is available online at [Student Transportation Fees 2023-24](#).

Board Members

Trina Boymook, *Chair* | Colleen Holowaychuk, *Vice-Chair* | Cathy Allen | Randy Footz | Don Irwin | Susan Miller | Jim Seutter | Jacqueline Shotbolt | Ralph Sorochan

FOR MORE INFORMATION CONTACT:

Trina Boymook, *Board Chair* | P 780 417 8101

Laura McNabb, *Director, Communication Services* | P 780 417 8204

www.eips.ca | Twitter: [@eips](#) | Facebook: [elkislandpublicschools](#)

Caregiver Education Team Newsletter

May/June 2023



Alberta Health Services is proud to offer FREE online programming to caregivers of school-age children and youth as well as adults in the community who want to learn more about addiction and mental health topics.

Sessions are offered online through the Zoom conferencing application. A link to access the online session will be sent by email to those who have registered for the session.

Caregiver Education Sessions

Understanding Autism

For parents and caregivers of children and youth in grades K-12

Wednesday, May 3
6:00 – 7:30 pm

Parenting Strategies for Positive Mental Health

For parents and caregivers of children in grades K-6.

Part 1:
Tuesday, May 23
12:00 – 1:00 pm

Part 2:
Tuesday, May 30
12:00 – 1:00 pm

Test Anxiety *Strategies for Success*

For parents and teens (grades 7-12) to attend together

Wednesday, May 31
6:00 – 7:30 pm

Adult Education Sessions

Silver Linings *Supporting Wellness in the Later Years*

Part 1:
Tuesday, May 9
12:00 – 1:00 pm

Part 4:
Tuesday, May 16
12:00 – 1:00 pm

Junior-High Jitters *Transitioning to the Teenage Years*

For caregiver and their teens (grades 6-8) to attend together

Wednesday, June 14
6:00 – 7:30 pm

Participant Feedback:

“...the quality of the presentation and the warmth of the presenters, even over Zoom, was really impressive.”

“Well presented...very knowledgeable and clear. Videos were great. Thank you!”

Sessions at a Glance



AMH Education Services
Addiction & Mental Health
Edmonton Zone

For more information, visit www.cyfcaregivereducation.ca

Caregiver Education Sessions

May/June 2023



These free sessions are intended to provide parents, caregivers, and community members with information regarding addiction and mental health challenges that can affect children and youth. When topics are presented as a series, participants can attend one or all sessions.

Registration

Sessions are offered online through the Zoom conferencing application.

A link to access the online session will be sent by email to those who have registered for the session.

To register, click [HERE](#) or go to:

www.cyfcaregivereducation.ca

Understanding Autism

In this introduction to Autism Spectrum Disorder (ASD), participants will learn how ASD may affect the way children and adolescents interpret and interact with the rest of the world and the people in it. Once we understand the core characteristics of ASD, we will then discuss strategies to support our child's wellness.

Date: Wednesday, May 3, 2022

Time: 6:00 – 7:30 pm

For parents and caregivers of children and youth grades K-12; for adults only.

Parenting Strategies that Promote Positive Mental Health

Explore factors that contribute to your child's mental health and wellness and learn how you can be your child's greatest mental health asset.

Part 1: Increasing Wellness Deposits

In this one-hour Lunch & Learn webinar, we will look at what mental health and wellness is and discuss strategies for increasing your child's mental health 'deposits' – the protective factors that provide a buffer to life's challenges and promote wellness.

Tuesday, May 23, 2023

Time: 12:00 – 1:00 pm

For caregivers of children grades K-6, for adults only.

Part 2: Reducing Wellness Withdrawals

In this one-hour Lunch & Learn webinar, we will discuss strategies for reducing mental health 'withdrawals' – the risk factors that increase stress and drain your child's inner resources. We will also look at the key perspectives that help children feel more resilient and able to take on their world.

Tuesday, May 30, 2023

Time: 12:00 – 1:00 pm

For caregivers of children grades K-6, for adults only.

Participant Feedback:

"The session was great, perfect during the lunch hour and just the right amount of info to be effective. Thank you."

"Love the convenience of online, and still feeling involved in discussions."



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Addiction & Mental Health
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www.cyfcaregivereducation.ca

Test Anxiety Strategies for Success

Does your teen prepare for exams only to freeze up during the test? Test and performance anxiety are very common among students. This session will help teens learn how to succeed despite their anxiety and help caregivers support their teens to reduce test anxiety.

Date: Wednesday, May 31, 2023

Time: 6:00 – 7:30 pm

For caregivers and youth (grades 7-12) to attend together.

Junior-High Jitters Transitioning to the Teenage Years

Is your child going into grade 7 and feeling nervous about it? This session will provide information about developmental changes teens experience, as well as the challenges they may face in this school transition. Strategies for managing these changes and boosting wellness will be discussed.

Date: Wednesday, June 14, 2022

Time: 6:00 – 7:30 pm

For caregivers and pre-teens (grades 6-8) to attend together.

Participant Feedback:

“Thank you so much for your time and insight! You were both fabulous presenters and this was very helpful.”

“Thank you so much for the webinar. It was really good.”



AMH Education Services
Addiction & Mental Health
Edmonton Zone

For more information, visit www.cyfcaregivereducation.ca

Adult Education Sessions

May/June 2023



These free adult sessions are intended to provide community members with information and strategies regarding addiction and mental health challenges that can affect us all. When topics are presented as a series, participants can attend one or all sessions.

Silver Linings

Supporting Wellness in the Later Years

As we age, we may face many stressors and challenges - we may not be as strong as we used to be, we may experience medical illnesses and loss associated with roles and loved ones. We may become lonelier, or it may be harder to cope with life transitions. This series will provide a basic overview of mental health challenges that older adults may face and some coping strategies and supports that can be used to overcome the stressors contributing to these challenges.

Part 1:

In this session, we will look closer at the common mental health challenges older adults face and some of the causes contributing to these challenges.

Date: Tuesday, May 9, 2023

Time: 12:00 – 1:00 pm

For adults supporting their own wellness or the wellness of a loved one.

Part 2:

In the session, we explore helpful strategies and supports that promote mental health wellbeing in older adults.

Date: Tuesday, May 16, 2023

Time: 12:00 – 1:00 pm

For adults supporting their own wellness or the wellness of a loved one.

Registration:

Sessions are offered online through the Zoom conferencing application.

A link to access the online session will be sent by email to those who have registered for the session.

To register, click [HERE](#) or go to:

www.cyfcaregivereducation.ca

Participant Feedback:

“Thank-you so much for your thorough presentation. It is also a huge blessing that it is free. Thank-you so much.”

“Virtual delivery ran smoothly, pleasant to listen to presenters, a reasonable length of time to invest.”

“Always get so much out of these sessions and really appreciate you sharing out all the videos and resources after!”



AMH Education Services
Addiction & Mental Health
Edmonton Zone

For more information, visit www.cyfcaregivereducation.ca

SAMPLE
School Council Annual Report

School: _____

Reporting Year: _____

SCHOOL COUNCIL ACTIVITIES:

Summarize the major activities of the past year. Which goals of the school did each support?

Summarize the engagement opportunities attended by a representative of your School Council. (ie: Board's Annual Stakeholder Engagement Meeting)

Summarize the engagement opportunities your school council hosted

Provide an overview of activities or initiatives planned for the next year.



SAMPLE

School Council Annual Report

Financial Statement (attached): Summarizes the finances handled by the school council, not the registered fund raising association/society, during the past year, if applicable. Yes _____ N/A _____

Executive: List the members who held positions as officers in the past year:

Meeting Dates: List the dates of regular school council meetings:

Date of AGM: _____

School Council Chairperson

Date



SAMPLE

Financial Statement

Name of School Council

For the year _____, 20__ - _____, 20__

Assets

General Bank account	\$770.36
Other (GIC)	<u>\$2,500.00</u>

Total Assets \$3,270.36

Liabilities (cheques issued not yet cleared through the account)

\$0.00

Income

Hot Lunches	\$3,572.90
Spell-a-Thon	\$6,280.00
Valentine’s Candygrams	\$2,280.00
Poinsettias	\$700.00
Silent Auction	\$1,000.00
Interest	<u>\$8.72</u>

Total Income \$13,841.62

Disbursements

Hot Lunch Purchases	\$2,942.55
Library Books	\$6,280.00
Welcome Back BBQ	\$789.15
Family Halloween Event	\$822.68
Winter Celebration	\$875.00
Spring Family Dance	\$756.42
Year End Treats	\$355.46
Staff Appreciation	\$250.00

Total Disbursements \$13,071.26

This financial statement was reviewed and approved by:

Name

Position

Date

Name

Position

Date



Tracking Spreadsheet

	Granted	Allocated to Central Presentations	Allocate out "pooled funds"	Total for Year	Pool for Session with David Irvine	School Use	Spent David Irvine Apr 19 \$4,200	Spent on School Use	Balance remaining
A.L. Horton Elementary	500.00	500.00	46.93	546.93		500.00			546.93
Andrew School	500.00			1,000.00		500.00			1,000.00
Ardrossan Elementary	500.00	500.00	46.93	546.93	500.00		350.00		196.93
Ardrossan Junior Senior High	500.00	500.00	46.93	546.93	500.00		350.00		196.93
Bev Facey Community High	500.00			1,000.00	500.00		350.00		650.00
Brentwood Elementary	500.00			1,000.00		500.00			1,000.00
Bruderheim School	500.00			1,000.00					1,000.00
Clover Bar Junior High	500.00	500.00	46.93	546.93	500.00		350.00		196.93
Davidson Creek Elementary	500.00			1,000.00					1,000.00
École Campbelltown	500.00			800.00		500.00			800.00
École Parc Élémentaire	500.00	500.00	46.93	546.93		500.00			546.93
F.R. Haythorne Junior High	500.00			1,000.00					1,000.00
Fort Saskatchewan Christian	500.00			1,000.00					1,000.00
Fort Saskatchewan Elementary	500.00			1,000.00		500.00			1,000.00
Fort Saskatchewan High	500.00			1,000.00		500.00			1,000.00
Fultonvale Elementay Junior High	500.00	500.00	46.93	546.93	500.00		350.00		196.93
Glen Allan Elementary	500.00			1,000.00					1,000.00
Heritage Hills Elementary	500.00	500.00	46.93	546.93	500.00		350.00		196.93
James Mowat Elementary	500.00			1,000.00					1,000.00
Lakeland Ridge	500.00	500.00	46.93	546.93	500.00		350.00		196.93
Lamont Elementary	500.00			1,000.00					1,000.00
Lamont High	500.00			1,000.00					1,000.00
Mills Haven Elementary	500.00	500.00	46.93	546.93	500.00		350.00		196.93
Mundare School	500.00			1,000.00					1,000.00
Next Step				500.00	500.00		350.00		150.00
Pine Street Elementary	500.00	500.00	46.93	546.93					546.93
Rudolph Hennig Junior High	500.00			1,000.00		500.00			1,000.00
Salisbury Composite High	500.00	500.00	46.93	546.93					546.93
Sherwood Heights Junior High	500.00	500.00	46.93	546.93	500.00		350.00		196.93
SouthPointe School	500.00			1,000.00					1,000.00
Strathcona Christian Academy Elementary	500.00	500.00	46.93	546.93		500.00		489.53	57.40
Strathcona Christian Academy Secondary	500.00	500.00	46.93	546.93	500.00		350.00		196.93
Uncas Elementary	500.00			1,000.00					1,000.00
Vegreville Composite High	500.00			1,000.00					1,000.00
Wes Hosford Elementary	500.00			1,000.00	500.00	500.00	350.00	420.00	230.00
Westboro Elementary	500.00	500.00	46.93	546.93		500.00			546.93
Win Ferguson Elementary	500.00			1,000.00					1,000.00
Woodbridge Farms Elementary	500.00			1,000.00		500.00			1,000.00
Pooled				-					-
				-					-
				-					-
	<u>18,500.00</u>	<u>7,500.00</u>	<u>704.00</u>	<u>30,504.00</u>	<u>6,000.00</u>	<u>6,000.00</u>	<u>4,200.00</u>	<u>909.53</u>	<u>25,394.47</u>



COSC
May 3, 2023

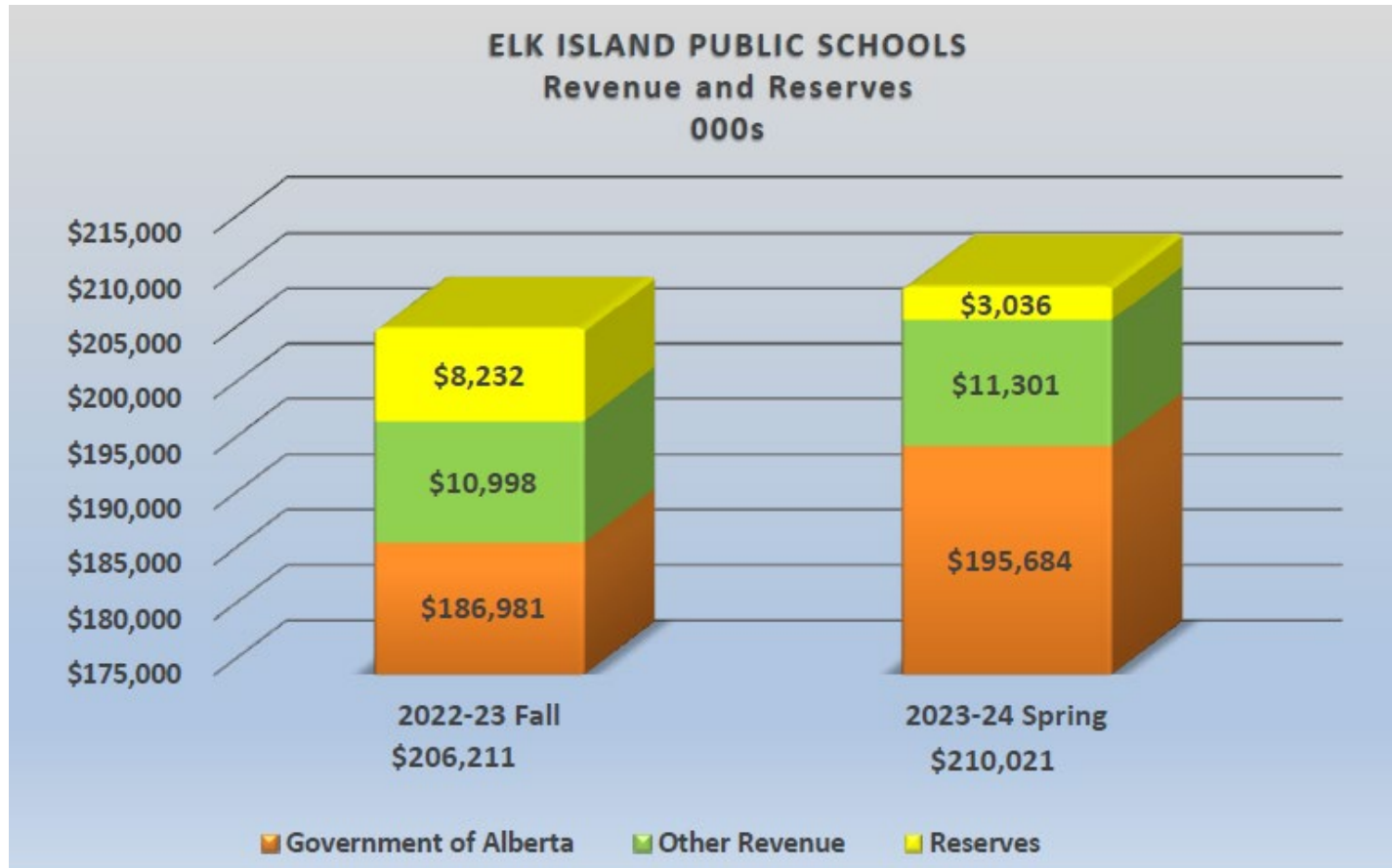




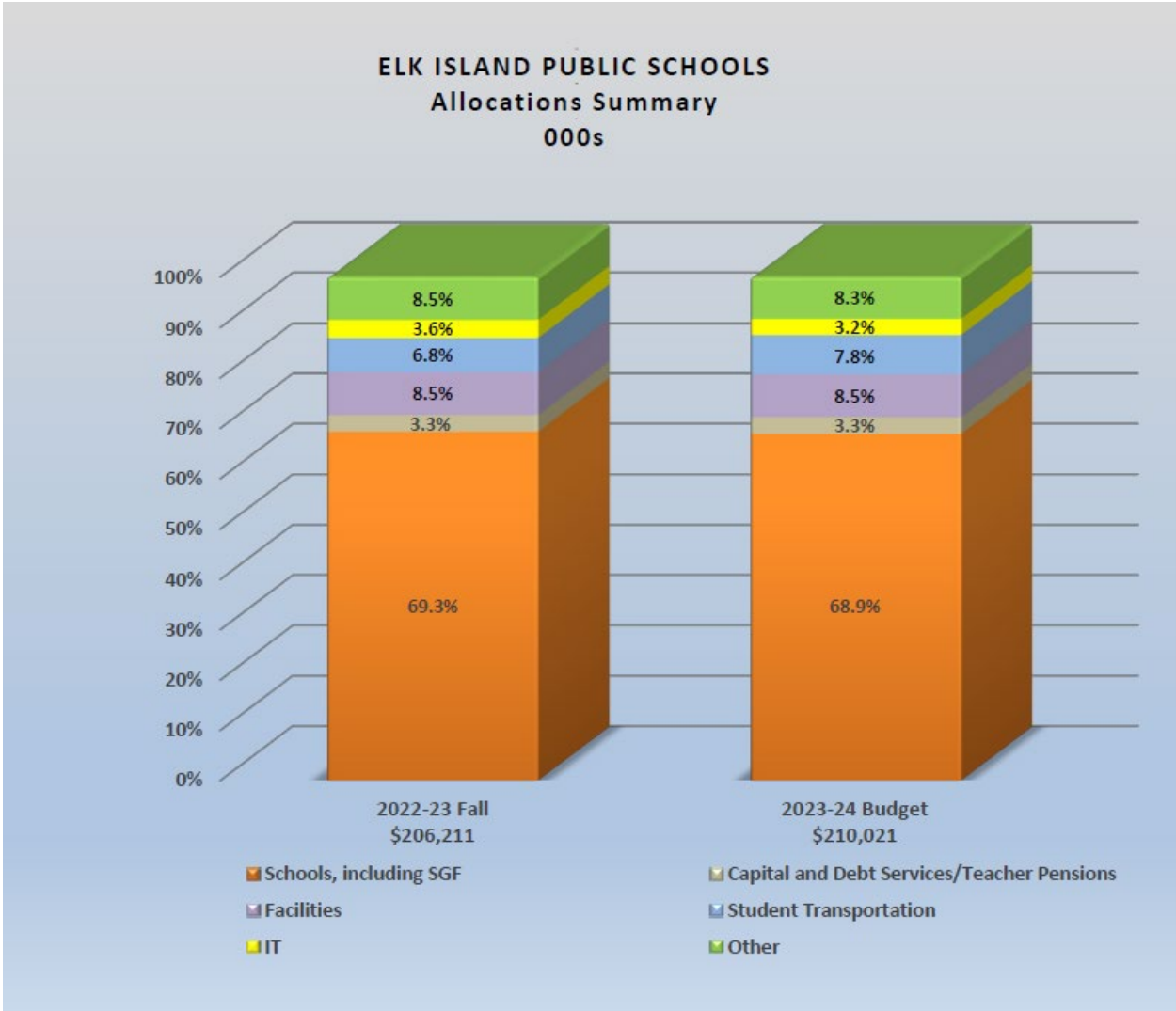
Spring Budget 2023 - 2024



The Really Big Stuff: Revenue and Reserves



Allocations:





And the fine print!

- Basic Instructional Grant = Increased by 6%*
- Supports and Services Grant = Increased by 10%*
- School Nutrition Grant = Increased 33.3%
- Operations and Maintenance Grant = Increased 6.3%
- Classroom Complexity Grant (NEW) = \$858,152
- Transportation Funding (Targeted) = increased \$2.5M
(amount to be finalized once known)

* Increase was to offset the decrease of \$8M in Bridge funding

What about Inflation?

- Utilities
- ASEBP benefit costs
- Cost of operations
 - Economic increases to staff groups
 - Grid movement



What does it all mean?

- AE Revenue has increased by \$8, 815,000 (4.8%)
 - **MINUS**
- Targeted funding = \$6,593,000
- \$2,222,000K remaining to deal with:
 - Inflation
 - Growth
 - Other pressures



And Division Reserves

- Based on the current factors in place:
 - Maximum reserve balance set by province = \$6,650,896
 - Minimum reserve balance set by division = \$2,050,280
 - EIPS Unallocated Reserves = \$3,454,731
 - Potential Carry Forward = \$1,663,111
 - Total = \$5,117,842
- To remember: if we have surplus dollars over the maximum reserve balance set by the province, that money is potentially turned back to the province.





Three-Year Engagement Plan Update






Why did we undertake this?

- Identified areas where programs, enrolments or boundaries required further attention due to factors or trends;
- Strategic and coordinated approach to dealing with multiple factors, especially in the future.




What did we undertake?

- Project 1: Three-year Strathcona County Engagement
- Project 2: Enrolment Pressure Engagement
- Project 3: LOGOS Program Review
- Project 4: Sector 5 Value Scoping Session




Project 1: Three-year Strathcona County Engagement

- Attendance area clean up:
Brentwood Elementary/F.R.
Haythorne/Sherwood Heights (Nov 2022)
- Redesignation NE Sherwood Park neighbourhoods to Clover Bar from Sherwood Heights
- French Immersion Review: ongoing (June 2023)
- System Program Reviews: ongoing (Nov 2023)
- Balance Senior High Enrolments (Nov 2024)



Project 2: Enrolment Pressure Engagement

- James Mowat Elementary: Fort Saskatchewan
- Completed Spring 2023



Project 3: LOGOS Program Review

- LOGOS Program Review
 - Program amalgamation at Brentwood Elementary



Project 4: Sector 5 Value Scoping Session

- Vegreville
 - Focus on the two schools currently in Vegreville, A.L. Horton Elementary and Vegreville Composite High
 - Completed Fall of 2022 and report delivered to Board in Early 2023