



BOARD MEETING MINUTES

May 25, 2023

The regular meeting of the Elk Island Public Schools Board of Trustees was held on Thursday, May 25, 2023, in the Boardroom, Central Services, Sherwood Park, Alberta. The Board of Trustees meeting convened with Board Chair Trina Boymook calling the meeting to order at 9:00 a.m.

BOARD MEMBERS PRESENT

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

BOARD MEMBER ABSENT

R. Footz, Trustee (virtual participation for regular meeting only)

ADMINISTRATION PRESENT

M. Liguori, Superintendent
S. Stoddard, Associate Superintendent, Supports for Students
B. Billey, Associate Superintendent, Human Resources
C. Cole, Secretary-Treasurer
D. Antymniuk, Division Principal
L. McNabb, Director, Communication Services
C. Langford-Pickering, Executive Assistant/Recording Secretary

CALL TO ORDER

Meeting was called to order at 9:00 a.m. with all trustees noted above in attendance.

IN-CAMERA SESSION

103/2023 | Trustee Irwin moved: That the Board meet in camera (9:00 a.m.).

CARRIED UNANIMOUSLY

104/2023 | Vice-Chair Holowaychuk moved: That the Board revert to regular session (9:45 a.m.).

CARRIED UNANIMOUSLY

*The Board recessed at 9:45 a.m. and reconvened at 10:02 a.m. with all trustees noted above in attendance.
Trustee Footz arrived at 10:02 a.m.*

TREATY 6 ACKNOWLEDGMENT

Board Chair Boymook 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.

105/2023 | Trustee Miller moved: That the agenda be adopted, as circulated.

CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

Board Chair Boymook called for confirmation of the April 20, 2023 Board Meeting Minutes.

106/2023 | Trustee Seutter moved: That the Board of Trustees approves the Minutes of April 20, 2023 Board Meeting, as circulated.

CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

Board Chair Boymook called for confirmation of the April 27, 2023 Board Special Meeting Minutes.

107/2023 | Trustee Irwin moved: That the Board of Trustees approves the Minutes of April 27, 2023 Board Special Meeting, as circulated.

CARRIED UNANIMOUSLY

APPROVAL OF MINUTES

Board Chair Boymook called for confirmation of the May 4, 2023 Board Special Meeting Minutes.

108/2023 | Vice-Chair Holowaychuk moved: That the Board of Trustees approves the Minutes of May 4, 2023 Board Special Meeting, as circulated.

CARRIED UNANIMOUSLY

CHAIR REPORT

Board Chair Boymook presented the Chair's report.

109/2023 | Board Chair Boymook moved: That the Board of Trustees receives the Chair's report for information.

CARRIED UNANIMOUSLY

SUPERINTENDENT REPORT

Superintendent Liguori presented the Superintendent's report.

110/2023 | Trustee Sorochan moved: That the Board of Trustees receives the Superintendent's report for information.

CARRIED UNANIMOUSLY

Trustee Footz left the meeting at 10:13 a.m.

COMMENTS, PRESENTATIONS AND DELEGATIONS AT BOARD MEETINGS

Board Chair referenced Board Policy 7: Board Operations, Section 10, Comments, Presentations, and Delegations at Board Meetings and advised the presenter that the meeting is a public meeting, the delegations will be recorded, and that the presenters have a maximum of five minutes each.

Secretary-Treasurer Cole called upon Kylie Rude, an Andrew School parent, to bring delegation to the Board regarding the impacts of the Andrew School closure and transportation options on families residing northeast and southeast of the Village of Andrew.

Secretary-Treasurer Cole called upon Shaheen Alarakhi, École Campbelltown parent, to bring delegation to the Board on the proposed changes to the French Immersion Program. Ms. Alarakhi expressed how the proposed changes could have an impact on student mental health, and the importance of students attending schools in their community and with their cohort.

Secretary-Treasurer Cole called upon Melissa Manolescu, École Campbelltown School Council Chair to bring delegation to the Board on behalf of the school council regarding concerns raised with the engagement process and lack of opportunity to provide meaningful feedback on EIPS' proposal.

Association/Employee Groups

ASBA ZONE 2/3 REPORT

Trustee Shotbolt presented to the Board the report from the ASBA Zone 2/3 meeting held on May 1, 2023.

111/2023 | Trustee Shotbolt moved: That the Board of Trustees receives 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 to the Board the ATA Local #28 report for information.

112/2023 | Trustee Allen moved: That the Board of Trustees receives for information the report from the representative of the ATA Local #28.

CARRIED UNANIMOUSLY

EMPLOYEE RELATIONS GROUP (ERG) REPORT

Board Chair Boymook welcomed ERG representative D. Jarvin. Representative Jarvin presented to the Board the ERG report for information.

113/2023 | Trustee Shotbolt moved: That the Board of Trustees receives for information the report from the representative of the Employee Relations Group.

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.

BOARD POLICY 8: BOARD COMMITTEES

Trustee Sorochan presented to the Board amendments to Board Policy 8: Board Committees for approval.

114/2023 | Trustee Irwin moved: That the Board of Trustees approves amendments to Board Policy 8: Board Committees, as presented.

CARRIED UNANIMOUSLY

BOARD POLICY 9: BOARD REPRESENTATIVES

Trustee Sorochan presented to the Board amendments to Board Policy 9: Board Representatives for approval.

115/2023 | Trustee Seutter moved: That the Board of Trustees approves amendments to Board Policy 9: Board Representatives, as presented.

CARRIED UNANIMOUSLY

BOARD POLICY 16: RECRUITMENT AND SELECTION OF PERSONNEL

Trustee Sorochan presented to the Board amendments to Board Policy 16: Recruitment and Selection of Personnel for approval.

116/2023 | Trustee Shotbolt moved: That the Board of Trustees approves amendments to Board Policy 16: Recruitment and Selection of Personnel, as presented.

CARRIED UNANIMOUSLY

BOARD POLICY 18: ALTERNATIVE PROGRAMS

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

Recommended edits included capitalization of first word under section 5 “Transportation” and section 6 “Staff” for consistent formatting.

117/2023 | Trustee Irwin moved: That the Board of Trustees approves amendments to Board Policy 18: Alternative Programs, as presented.

CARRIED UNANIMOUSLY

BOARD POLICY 21: EXPENSE TRANSPARENCY

Trustee Sorochan presented to the Board amendments to Board Policy 21: Expense Transparency for approval.

118/2023 | Trustee Allen moved: That the Board of Trustees approves amendments to Board Policy 21: Expense Transparency, as presented.

CARRIED UNANIMOUSLY

BOARD POLICY 22: HEALTH AND SAFETY

Trustee Sorochan presented to the Board amendments to Board Policy 22: Health and Safety for approval.

119/2023 | Trustee Miller moved: That the Board of Trustees approves amendments to Board Policy 22: Health and Safety, as presented.

CARRIED UNANIMOUSLY

BOARD POLICY 25: PETITIONS AND PUBLIC NOTICES

Trustee Sorochan presented to the Board amendments to Board Policy 25: Petitions and Public Notices for approval.

Recommended edits included sub-sections 2.5.1 and 2.5.2 lower case first word “shall” for consistent formatting. Change “committee” to “Board”, under Section 2.9, to read: *The Board shall review the purpose of the petition and provide recommendations to the Board in response to the purpose of the petition.*

The Board asked that Board Policies be reviewed to ensure formatting is consistent for all policies. These edits fall under housekeeping and no further approval is required.

120/2023 | Trustee Shotbolt moved: That the Board of Trustees approves amendments to Board Policy 25: Petitions and Public Notices, as presented.

CARRIED UNANIMOUSLY

BOARD POLICY 26: SCHOOL DISPUTE RESOLUTION

Trustee Sorochan presented to the Board amendments to Board Policy 26: School Dispute Resolution for approval.

121/2023 | Vice-Chair Holowaychuk moved: That the Board of Trustees approves amendments to Board Policy 26: School Dispute Resolution, as presented.

CARRIED UNANIMOUSLY

ADMINISTRATIVE FEES 2023-24

FACILITY RENTAL AND LEASE FEES

Assistant Director Dragon and Business Manager Keroack presented to the Board for approval the proposed Facility Rental and Lease fees for the 2023-24 school year.

122/2023 | Trustee Irwin moved: That the Board of Trustees receives and approves the Facility Rental and Lease fees for the 2023-24 school year, as presented.

CARRIED UNANIMOUSLY

SPECIALIZED SUPPORTS FEES

Director Reed presented to the Board for approval the proposed Specialized Supports fees for the 2023-24 school year.

123/2023 | Trustee Irwin moved: That the Board of Trustees receives and approves the Specialized Supports fees for the 2023-24 school year, as presented.

CARRIED UNANIMOUSLY

PARTNERS FOR SCIENCE (P4S) FEES

Director Marshall presented to the Board for approval the proposed Partners for Science (P4S) fees for the 2023-24 school year.

124/2023 | Trustee Seutter moved: That the Board of Trustees receives and approves the Partners for Science (P4S) fees for the 2023-24 school year, as presented.

CARRIED UNANIMOUSLY

ALBERTA NON-RESIDENT AND INTERNATIONAL STUDENT FEES

Dr. Stoddard presented to the Board for approval the proposed Alberta Non-Resident and International Student fees for the 2023-24 school year.

125/2023 | Trustee Sorochan moved: That the Board of Trustees approves the Alberta Non-Resident and International Student fees for the 2023-24 school year, as presented.

CARRIED UNANIMOUSLY

PLAY AND LEARN AT SCHOOL (PALS) FEES

Director Anderson presented to the Board for approval the proposed Play and Learn at School (PALS) fees for the 2023-24 school year.

126/2023 | Trustee Sorochan moved: That the Board of Trustees approves the Play and Learn at School (PALS) fees for the 2023-24 school year, as presented.

CARRIED UNANIMOUSLY

The Board recessed at 11:29 a.m. and reconvened at 11:36 a.m. with all trustees noted above in attendance with the exception of Trustee Footz.

Trustee Irwin left at 12:06 p.m.

2023-24 BUDGET REPORT

Board Policy 2: Role of the Board, section 8.2 Fiscal Accountability establishes that the Board of Trustees approve the annual budget.

Superintendent Liguori shared that the budget represents the necessary balance between fiscal realities, financial prudence as well as addresses the needs of our students, staff, and schools. As stewards of public funds, Elk Island Public Schools emphasizes transparency and accountability in budget management. Regular audits, financial reports, and open communication channels are maintained to ensure that the budgetary decisions align with the division's priorities and goals. Additionally, community engagement and input are valued, as they play a crucial role in shaping the budget to meet the needs and aspirations of our diverse stakeholders.

The past year has been a breath of fresh air as we have emerged from the cloak of COVID, but it has been a year of challenges on many fronts. Continued challenges around mental health, displaced peoples due to war in the Ukraine, lingering effects of learning disruption and new curriculum changes are just a few of the items.

Each school and department have carefully analyzed it's needs as well as operational requirements to ensure that we are in the best possible position to deliver the highest quality education. The Board has done extensive collective work which has formed the basis of this budget.

Secretary-Treasurer Cole and Director von Tettenborn proceeded to present the 2023-24 Budget and the 2023-24 Alberta Education Budget Report for approval.

EIPS has prepared a \$208.09 million operating budget for 2023-24, drawing \$3.14 million from operating reserves. Highlights included budget assumptions, accumulated surplus/(Deficit), operating and capital reserves, statement of revenues and expenses, Alberta Education revenue, allocation reconciliation, schools summary, enrolment detail, schools expenses and staffing by sector.

Vice-Chair Holowaychuk left at 12:28 p.m. and returned at 12:32 p.m.

Trustee Sorochan left at 12:53 p.m. and returned at 12:55 p.m.

Trustee Irwin returned to the meeting at 1:01 p.m., participating virtually.

The Board recessed for lunch at 1:03 p.m. and reconvened at 2:05 p.m. with all trustees noted above in attendance with the exception of Trustee Footz.

Secretary-Treasurer Cole and Director von Tettenborn continued to walk through the 2023-24 budget highlighting Supports for Students-Schools, Central Departments, and the Fiscal Services budgets.

In summary the budget takes into consideration the funding received from Alberta Education along with the needs of the Division while respecting the input received from various stakeholders through the consultation process. Some previously supported initiatives which were funded from reserves in prior years have been completed in 2022-23 or no longer supported in 2023-24 as reserves have been drawn down to comply with the province's cap on reserves. Unlike previous years' where the Division had flexibility to use reserves to invest in students, staff and infrastructure to set itself up for success it is now operating in a fiscally constraint environment.

A higher percentage of revenues received are now targeted along with external factors outside our control such as inflation on many goods and services purchased by schools and departments, increased utilities, large increases in benefits have made the budget tight and there are less discretionary funds. Information from all sources must be balanced, against the funding provided by Alberta Education when developing a budget.

Administration believes the 2023-24 budget will allow EIPS to fund priorities which are: achieve a balanced budget while following the Board's priorities and goals, ensure the well-being of students and staff and remain a high priority through the investment of year 2 of the Mental Health Strategic Plan, continued support of career pathways for an additional year, continue curriculum work within parameters of grant funding, focus intervention supports to junior high by leveraging existing resources, investing to ensure equity in student programming, and invest in infrastructure of schools.

The Board expressed appreciation to the Finance team for the incredible amount of work completed in a short period of time. The Board values the detailed information provided to help support the approval of the budget.

127/2023 | Trustee Irwin moved: That the Board of Trustees approve the operating budget for 2023-24 of \$208,088,531 for Elk Island Public Schools, for the period Sept. 1, 2023 to Aug. 31, 2024.

CARRIED UNANIMOUSLY

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 (Year 2)* for approval.

The Board expressed appreciation for Supports for Students, Communication Services and principals' extensive work in developing the Plan.

128/2023 | Trustee Sorochan moved: That the Board of Trustees approves *EIPS Four-Year Education Plan: 2022-26 (Year 2)*, which includes revised performance measures and updated priority strategies for the 2023-24 school year.

CARRIED UNANIMOUSLY

Committee Reports

POLICY COMMITTEE

Trustee Sorochan presented a report from the Policy Committee meeting held on May 10, 2023, for information.

129/2023 | Trustee Sorochan moved: That the Board of Trustees receives for information the report from the Policy Committee meeting held on May 10, 2023.

CARRIED UNANIMOUSLY

STUDENT EXPULSION COMMITTEE

Trustee Allen presented a report from the Student Expulsion Committee meetings held on May 12, 2023, for information.

130/2023 | Trustee Allen moved: That the Board of Trustees receives for information the report from the Student Expulsion Committee meetings held on May 12, 2023.

CARRIED UNANIMOUSLY

Reports for Information

2022-23 SUMMER PROJECTS

Assistant Director Desautels presented to the Board the 2023 Summer Projects Plan for information.

131/2023 | Vice-Chair Holowaychuk moved: That the Board of Trustees receives the Facility Services 2023 Summer Projects Plan for information.

CARRIED UNANIMOUSLY

The Board expressed appreciation to the Facility Services staff for their hard work in maintaining and extending the life of the EIPS' Division facilities. During the Board of trustees School Tours, the work has been noticed.

2023-24 INFRASTRUCTURE MAINTENANCE AND RENEWAL AND CAPITAL MAINTENANCE AND RENEWAL PROJECTS

Assistant Director Derech presented to the Board the 2023-24 Infrastructure Maintenance and Renewal and Capital Maintenance and Renewal Projects report for information.

132/2023 | Trustee Shotbolt moved: That the Board of Trustees receives the 2023-24 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.

NOTICE OF MOTION/REQUEST FOR INFORMATION

Trustee Irwin shared gratitude to the Board from Tawnia McQueen, School Council Chair, Wes Hosford School for sponsoring school council members to attend the ASCA Conference in April 2023.

ADJOURNMENT

Board Chair Boymook declared the meeting adjourned at 3:11 p.m.

Trina Boymook, Board Chair

Mark Liguori, Superintendent